

EAST
STROUDSBURG
AREA
SCHOOL DISTRICT

SECTION: LOCAL BOARD PROCEDURES

TITLE: DISTRIBUTION

ADOPTED: August 19, 2002

REVISED:

<p>65 P.S. 701 et seq Pol. 801</p>	<p style="text-align: center;">007. DISTRIBUTION</p> <p>The Board desires to make School Board Policies a useful guide for all directors of the Board, the administration of this district, all personnel employed by the Board, the students of the district and all members of the community.</p> <p>Therefore, copies of Board policies shall be provided to the following:</p> <ul style="list-style-type: none">a. All Board members.b. Superintendent.c. Board Secretary.d. Business Manager.e. Each building principal.f. Board solicitor. <p>Copies of School Board Policies shall also be available on the School District's website. Copies of revised pages will be furnished as changes are made.</p> <p>School Board Policies shall be considered a public record and shall be open for inspection in the district offices and in each school building during regular office hours.</p> <p>The Superintendent shall maintain an orderly plan for the promulgation of policies to staff members who are affected by them and shall provide easy accessibility to an up-to-date collection of policies for all employees of the school system.</p> <p>S/He is designated to review existing policy in light of Board actions and in light of revisions to state statutes and procedures, and to recommend to the Board such changes as may be desired to maintain the Board Manual of Policies in a current status.</p>
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EAST
STROUDSBURG
AREA
SCHOOL DISTRICT

SECTION: PROGRAMS

TITLE: COMPARABILITY OF SERVICES

ADOPTED: November 20, 2017

REVISED: DRAFT

150. COMPARABILITY OF SERVICES	
1. Purpose	The equivalent distribution of district resources is one means the district shall use to ensure all students receive a quality education. This policy demonstrates the district's commitment to ensure that no discrimination occurs in the distribution of resources funded by state and local sources, regardless of the receipt of federal funds.
2. Authority 20 U.S.C. 6321	<p>The Board directs that each district school receiving Title I funds must use state and local funds to provide services that, taken as a whole, are at least comparable to services in those schools in the district that do not receive Title I funds.</p> <p>If all schools in the district receive Title I funds, the Board directs that state and local funds shall be used to provide services that, taken as a whole, are substantially comparable in each school.</p> <p>The Board acknowledges that comparability may be measured on a grade-span by grade-span basis or a school-by-school basis.</p>
3. Definition	For purposes of this policy, grade span is defined as a similar two-grade span difference or less. For example, a grade span of K-2 to K-4, not a grade span of K-2 to K-5.
4. Delegation of Responsibility	<p>If the district has more than one (1) building per grade span, the Federal Programs Coordinator shall complete a Detailed School Data Sheet.</p> <p>Regardless of buildings per grade span, the Assistant Superintendent for Curriculum & Instruction shall annually complete a Comparability Assurance Form to provide written assurance of equivalence among schools, including the provision of curriculum materials; instructional supplies; and teachers, administrators and other staff.</p>
<u>4. Guidelines</u> <u>Pol. 138, 103.1,</u> <u>113, 114, 906</u>	<p><u>Method of Determination</u></p> <p><u>For purposes of determining Title I comparability, the district shall use a current year student to staff ratio calculation or a previous year per-pupil expenditure determination, whichever is more favorable to the district.</u></p>

4. Guidelines
— Pol. 138, 103.1,
— 113, 114, 906

Allowable Exclusions

For the purposes of determining comparability, the district may exclude:

1. State and local funds expended for language instruction education programs.
2. Excess costs associated with providing services to students with disabilities.
3. UnexpectedUnpredictable changes in enrollment or personnel assignments occurring after the beginning of the school year.
4. Other expenditures from supplemental state or local funds consistent with the intent of Title I.

Complaints

Complaints by individuals and organizations regarding implementation of equivalence between schools shall be processed in accordance with Board policy.

References:

20 U.S.C. 6321

Board Policies -- 138, 103.1, 113, 114, 906

SECTION: PUPILS
 TITLE: ASSIGNMENT WITHIN DISTRICT
 ADOPTED: August 19, 2002
 REVISED: December 19, 2005
 August 21, 2006
 April 16, 2007
 February 27, 2017
 May 15, 2017
 January 28, 2019
DRAFT June 24, 2019

EAST STROUDSBURG AREA SCHOOL DISTRICT

206. ASSIGNMENT WITHIN DISTRICT	
<p>1. Purpose</p>	<p>The Board directs that the assignment of students to classes and schools within this school district shall be consistent with the educational needs and abilities of students and the best use of school district resources and facilities.</p>
<p>2. Authority SC 1310 Pol. 103</p>	<p>The Board shall determine periodically the school attendance areas of the school district and expects the students within each area to attend the designated school. In assigning students to schools within this school district, no discrimination shall occur.</p>
<p>3. Delegation of Responsibility</p>	<p>The Superintendent or designee shall periodically review existing attendance areas and recommend to the Board changes that may be justified by consideration of safe student transportation and travel, convenience of access to schools, financial and administrative efficiency, and/or the effectiveness of the instructional program.</p> <p>The Superintendent or designee shall assign incoming transfer students to schools, grades, and classes that afford each student the greatest likelihood of realizing his/her educational potential and academic goals.</p> <p>The school principal or designee shall assign students in the school to appropriate grades, classes or groups, based on consideration of the needs and abilities of the student, as well as the educational program and administration of the school.</p>
<p>4. Guidelines School Code 1310</p>	<p>All children attending school in the school district shall attend the school defined by the attendance boundaries for the area in which they live. Exceptions may be initiated or granted by the administration following stipulated guidelines stated herein.</p> <p><u>Requests for Change of Assigned Elementary/Intermediate School</u></p> <p>All students in Grades K-8 shall attend school in the school that serves their area of legal residence. Only those students whose needs, as documented below shall be considered to attend a school district-operated elementary/intermediate school other than the school that serves the individual student's attendance area:</p> <ol style="list-style-type: none"> 1. The student's IEP requires an alternate placement due to programming. 2. When the student's Chapter 15/Section 504 Administrative Team

- determines that accommodations cannot be provided in the zoned school.
3. There is an official written communication from law enforcement.
 4. The student receives before and/or after-school daycare at a licensed childcare facility or at the residence of a private childcare provider zoned for another elementary/ intermediate school within the school district.

Parents'/Guardians' dissatisfaction with a school, its location, its staff, or its administration is not considered an appropriate reason for a change of school assignment

Requests for change of assigned school Grades K-8 must be in writing and directed to the Superintendent. All requests must include a statement indicating which of the specific reason(s) listed above have been met for the request along with supporting documentation.

Requests for transportation to/from a licensed childcare facility and/or private childcare provider must be completed on Form 810A (Alternate Transportation Assignment Request) and include the contact information and signature of the licensed childcare facility and/or private childcare provider.

No more than one change of school assignment will be approved for any student during any school year. It is **mandatory** that a request for a change of school assignment occurs prior to March 1 for the upcoming school year. Requests received after March 1 of the preceding school year will be denied.

Parents/Guardians who have previously experienced a change of school assignment for their child must submit a new request and Form 810A (Alternate Transportation Assignment Request) prior to March 1 for the upcoming school year.

Change of school assignment procedures and decisions will be reviewed each year. Acceptance into a school resulting from a change of school assignment does not guarantee that a student's entire K-8 school career will be spent at that school.

Attendance is an important factor regarding your child's education and in the event there is excessive absenteeism, tardiness, or late pick-ups during the school year; this permission can be rescinded and any future requests may be denied. School principals of the receiving and sending schools will review the requests for changes of school assignments into or out of their respective buildings and submit their recommendations to the Superintendent.

The final decision for approval will be based upon the Superintendent's assessment of the impact of additional students on the existing instructional program objectives, the available space at the receiving school and the impact of these changes upon the affected class sizes.

Parent/Guardians who have met the requirements listed above and received approval for a change of school assignment for their child must assume full responsibility for the transportation of their child to/from home to the licensed childcare facility or private childcare provider's residence.

Note:

At the end of the school year, the student, if he/she completed the highest grade level in their current school, shall be promoted to the school servicing the attendance area where he/she lives.

Requests for Change of Assigned High School

All students in Grades 9-12 shall attend school in the school that serves their area of legal residence. Only those students whose needs, as documented below shall be considered to attend a school district-operated High School other than the school that serves the individual student's attendance area:

1. The student's IEP requires an alternate placement due to programming.
2. When the student's Chapter 15/Section 504 Administrative Team determines that accommodations cannot be provided in the zoned school.
3. There is an official written communication from law enforcement.

Parents'/Guardians' dissatisfaction with a school, its location, its staff, or its administration is not considered an appropriate reason for a change of school assignment.

Requests for change of assigned school high school must be in writing and directed to the Superintendent. All requests must include a statement indicating which of the specific reason(s) listed above have been met for the request along with supporting documentation.

Students Who Move From A Building Attendance Area, But Remain School District Residents

A regularly enrolled student whose parent(s)/guardian(s) have moved out of the attendance area of the school that he/she has been attending may be permitted to finish the school year in that school provided that:

1. The parent(s)/guardian(s) has completed Form 202.1 Change of Address/Intradistrict Transfer, provided required proof of residency, and requests special permission for the student(s) to continue attending the current school through the end of the school year.
2. Parent(s)/guardian(s) must agree to provide all necessary transportation

through the end of the school year.

3. The student has displayed acceptable behavior and academic progress, as determined by the school principal, prior to the move.
4. The administration has granted permission for the student to remain in current school through the end of the school year.

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

At the start of the new school year, the student will be transferred and shall attend the school defined by the attendance boundaries for the area which they have recently moved.

DECIDE WHETHER TO ALLOW AN EXCEPTION TO POLICY 206 FOR SCHOOL PERSONNEL WHO ARE RESIDENTS OF THE DISTRICT FOR GRADE K-5:

ESASD School Personnel Exception—Elementary Level—Grades K-5

In an effort to accommodate and encourage worker retention within the district, all school personnel who are **residents** of the ESASD will have the option of requesting a change of school assignment for their elementary school child(ren) to the school in which they work.

- School personnel shall be responsible for the transportation of their child(ren) to/from school each day when attending a school outside of their zoned school (K-5).
- Attendance is an important factor regarding your child(ren)'s education. In the event there is excessive absenteeism or tardiness during the school year, this permission can be rescinded and any future requests may be denied.
- Policy shall not prevent reassignment of administrative, professional and/or support staff members during the school year. Reassignment shall also affect the employee's child(ren). The child(ren) will automatically be returned to their zoned school or, should employee so choose, relocate to the employee's new school assignment (if grade appropriate).

DECIDE WHETHER TO ALLOW AN EXCEPTION TO POLICY 206 FOR SCHOOL PERSONNEL WHO ARE RESIDENTS OF THE DISTRICT FOR GRADE 6-8:

ESASD School Personnel Exception—Intermediate Level—Grades 6-8

The Grade K-5 exception will carry through to the intermediate level if the previously requested elementary placement crossed the North/South dividing zone (*Example: A Bushkill Elementary student transfers to parent's workplace at Smithfield Elementary. The student will be permitted to continue on through JTL rather than attend Lehman Intermediate, which is their zoned school.*) School personnel shall be responsible for the transportation of their child(ren) to/from school each day when attending a school outside of their zoned school (6-8).

IN ORDER TO PARTICIPATE IN A PIAA-RELATED SPORT AND/OR

<p><u>DECIDE WHETHER TO ALLOW AN EXCEPTION TO POLICY 206 FOR SCHOOL PERSONNEL WHO ARE RESIDENTS OF THE DISTRICT FOR GRADE 9-12:</u></p>	<p>COMPETITION, THE STUDENT(S) MUST RECEIVE THEIR EDUCATION AND PARTICIPATE WHILE ATTENDING THEIR ZONED SCHOOL.</p> <p>If school personnel work at the intermediate level, they may only make a request for their child(ren) to attend the school in which they work when their child(ren) matriculate to the intermediate level. No prior grade level requests are permitted.</p> <p><u>ESASD School Personnel Exception—High School Level—Grades 9-12</u></p> <p>The Grade 6-8 exception will carry through to the high school level if the previously requested intermediate placement crossed the North/South dividing zone (<i>Example: A student transfers to parent’s workplace at JTL. The student will be permitted to continue on through high school rather than attend their zoned high school</i>)</p> <p>IN ORDER TO PARTICIPATE IN A PIAA-RELATED SPORT AND/OR COMPETITION, THE STUDENT(S) MUST RECEIVE THEIR EDUCATION AND PARTICIPATE WHILE ATTENDING THEIR ZONED SCHOOL.</p> <p>If school personnel work at the high school level, they may only make a request for their child(ren) to attend the school in which they work when their child(ren) matriculate to the high school level. No prior grade level requests are permitted.</p> <p>ESASD STUDENT(S) THAT PARTICIPATE IN ANY PIAA-RELATED SPORTS AND/OR COMPETITIONS ARE NOT PERMITTED TO ATTEND A SCHOOL OUTSIDE OF THEIR RESIDENTIAL ZONE. STUDENT ATHLETES THAT TRANSFER INTO ESASD WILL BE REQUIRED TO FOLLOW PIAA TRANSFER RULES</p>
<p>IF EXCEPTIONS ARE PERMITTED:</p>	<p><u>Annual Renewal</u></p> <p>School personnel must annually renew their “Request for Change of School Assignment” for the upcoming school year by March 1st.</p> <p>References: School Code – 24 P.S. Sec. 1310, 1310.1 Board Policy – 103, 906</p>

EAST
STROUDSBURG
AREA
SCHOOL DISTRICT

SECTION: EMPLOYEES

TITLE: ASSIGNMENT AND TRANSFER

ADOPTED: August 19, 2002

REVISED: September 25, 2017
May 21, 2018

<p>1. Purpose</p> <p>2. Authority</p> <p>3. Delegation of Responsibility</p>	<p style="text-align: center;">309. ASSIGNMENT AND TRANSFER</p> <p>The assignment and transfer of administrative, professional and support employees within the school district shall be determined by the management, supervisory, instructional and operational needs of the schools and the school district.</p> <p>The Board shall approve the initial assignment of all employees at the time of employment.</p> <p>Each applicant for transfer or reassignment shall be required to submit an official child abuse clearance statement unless the applicant is applying for a transfer from one position as a district employee to another position as a district employee of this district and the applicant has already obtained an official child abuse clearance statement.</p> <p>Each applicant for transfer or reassignment from a position without direct contact with students to a position with direct contact shall be required to submit an official criminal history background check. Such applicants shall report, on the designated form, arrests and convictions as required by law. Failure to accurately report such arrests and convictions may, depending on the nature of the offense, subject the individual to disciplinary action up to and including termination and criminal prosecution.</p> <p>The Superintendent or designee shall provide a system of assignment or reassignment for district employees that includes both voluntary and non-voluntary transfers.</p> <p>The Superintendent shall, in considering any assignment or transfer, shall assure that low-income students and minority students are not taught at higher rates than other students by unqualified, out-of-field or inexperienced teachers.</p> <p>Vacancies shall be publicized to all appropriate employees.</p> <p>Employees shall be informed of their assignments as soon as possible preceding the school year in which the assignment will be effective.</p>
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309. ASSIGNMENT AND TRANSFER - Pg. 2

This policy shall not prevent reassignment of an administrative staff member during the school year for good cause, as determined by the Board.

This policy shall not prevent reassignment of support and professional staff members during the school year for good cause, as recommended by the Administration and approved by the Superintendent.

Negotiated collective bargaining agreements may supersede the provisions of this policy when they prescribe conditions enumerated in or affected by this policy.

References:

24 P.S. 111, 508, 510

23 P.A. C.S.A. 6354, 6355

22 P.A. Code 8.2

20 U.S.C. 6312

EAST
STROUDSBURG
AREA
SCHOOL DISTRICT

SECTION: OPERATIONS

TITLE: BONDING

ADOPTED: August 19, 2002

REVIEWED: June 24, 2019—No Revisions

REVISED:

811. BONDING	
1. Purpose	Prudent trusteeship of school district resources dictates that employees responsible for the safekeeping of district funds be bonded.
2. Authority SC 409, 431, 436, 684	The Board directs that the school district be indemnified against loss of money by bonding each employee required to be bonded by policy or by statute. The Board shall bear the cost of bonds for designated employees.
3. Guidelines	Enumeration and valuation on such bonds shall be determined annually. All other employees shall be covered under a blanket bond. The amount of each bond shall be commensurate with the financial responsibility of the position.
School Code 409, 431, 436, 511, 684, 2122	

EAST STROUDSBURG AREA SCHOOL DISTRICT

SECTION: OPERATIONS

TITLE: PROPERTY INSURANCE

ADOPTED: August 19, 2002

REVISED: DRAFT

<p>1. Purpose</p> <p>2. Authority SC 774</p> <p>School Code 774</p> <p><u>3. Delegation of Responsibility</u></p>	<p style="text-align: center;">812. PROPERTY INSURANCE</p> <p>The Board recognizes its responsibility under law to insure the real and personal property of this school district.</p> <p>The Board has the authority and responsibility to provide adequate insurance coverage to protect the school district's interests in its buildings and properties. Such coverage shall ensure <u>insure</u> for actual cost value and/or replacement cost.</p> <p>The Board will not place any fire insurance with mutual companies, unless said company can furnish to the Board a certificate from the State Insurance Commission stating that the school cannot be assessed.</p> <p>In placing insurance, the Board shall be guided by the service of an insurance agent, scope of coverage provided, price of desired coverage, and assurance of coverage.</p> <p>The Board shall appoint a broker of record <u>an insurance advisor, who may be the Agent of Record.</u></p> <p><u>The Agent of Record shall:</u></p> <ol style="list-style-type: none"> <u>1. Review the insurance program of the district, consider alternatives, and report recommendations to the Board.</u> <u>2. Recommend specific insurance placement a prepare specifications for same.</u> <u>3. Assist in processing all claims.</u> <u>4. Recommend such measures that may reduce the cost of insurance premiums including assumption of risk, loss prevention, and transfer of risk.</u>
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EAST
STROUDSBURG
AREA
SCHOOL DISTRICT

SECTION: OPERATIONS

TITLE: OTHER INSURANCE

ADOPTED: August 19, 2002

REVISED: DRAFT

<p>1. Purpose</p> <p>2. Authority SC 513, 774 <u>29 U.S.C. 1161-1169</u></p> <p>3. Guidelines</p>	<p style="text-align: center;">813. OTHER INSURANCE</p> <p>Proper school district operation requires that adequate, basic insurance programs be provided for the protection of the school district and its employees.</p> <p>The Board has the authority and responsibility to provide adequate insurance coverage to protect the school district's interests. Such coverage shall be in accordance with established guidelines. <u>The Board shall offer insurance coverage to administrators and regularly employed staff members in accordance with state and federal laws, and provisions of any applicable Administrative Compensation Plan, individual contract, collective bargaining agreement, employee handbook, or Board resolution.</u></p> <p>In placing insurance, the Board shall be guided by the service of an insurance agent, scope of coverage provided, price of desired coverage, and assurance of coverage.</p> <p>The Board shall appoint a broker of record <u>an insurance advisor who may be the Agent of Record.</u></p> <p>Liability insurance for the school district shall include coverage for liability as a result of:</p> <ol style="list-style-type: none"> 1. General liability. 2. Acts of employees. 3. Disputes with contractors. 4. Landlord and tenant difficulties. 5. Incidental malpractice. 6. Errors and omission of Board members, administrators, and district employees. <p>Health care insurance shall include coverage for regularly employed staff members for:</p>
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- ~~1. Hospital care.~~
- ~~2. Medical surgical treatment.~~
- ~~3. Major medical expenses.~~
- ~~4. Dental care.~~
- ~~5. Vision care.~~

~~Group life insurance shall include coverage for administrators and regularly employed staff members.~~

COBRA

~~In the event of a qualifying event to the employee, the employer has thirty (30) days to notify the plan administrator of the termination, reduction in hours, or death of the employee. This terminates his/her insurance under the plan.~~

~~The plan administrator has fourteen (14) days to notify the employee of the right to continue coverage under the Consolidated Omnibus Budget Reconciliation Act of 1986 (COBRA).~~

~~In the event of a qualifying event to a dependent, the employer has fourteen (14) days to notify the dependent of his/her rights to continue coverage after being advised by the employee or dependent that the event has occurred.~~

<u>Qualifying Event</u>	<u>Duration of Continuance of Coverage</u>
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Termination of employment (except for gross misconduct)	Up to 18 months
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Reduction of the employee's hours which results in loss of coverage	Up to 18 months
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Death of an employee	Up to 36 months
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Divorce	Up to 36 months
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Loss of dependent coverage because employee becomes entitled to Medicare benefits	Up to 36 months
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~~Dependent child no longer meets _____ Up to 36 months
definition of an eligible dependent~~

~~Terminated employees are responsible for the gross rate of premiums charged, with
an additional two percent (2%) charged for additional corporate administrative cost.~~

DRAFT

EAST
STROUDSBURG
AREA
SCHOOL DISTRICT

SECTION: PUPILS

TITLE: STUDENT WELLNESS

ADOPTED: May 15, 2006

REVISED: July 17, 2006

April 14, 2014

March 19, 2018

June 24, 2019

246. STUDENT WELLNESS	
<p>1. Purpose</p>	<p>East Stroudsburg Area School District recognizes that student wellness and proper nutrition are related to each student's physical well-being, growth, development, and readiness to learn. The Board is committed to providing a school environment that promotes student wellness, proper nutrition, nutrition education and promotion, and regular physical activity as part of the total learning experience. In a healthy school environment, students will learn about and participate in positive dietary and lifestyle practices that can improve student achievement.</p>
<p>2. Authority 24 P.S. 1422.1 42 U.S.C. Sec. 1758b 7 CFR 210.31</p>	<p>The Board adopts the Student Wellness Policy based on the recommendations of the appointed Wellness Committee and in accordance with federal and state laws and regulations.</p> <p>To ensure the health and well-being of all students, the Board establishes that the school district shall provide to students:</p> <ol style="list-style-type: none"> 1. A comprehensive nutrition program consistent with federal and state requirements. 2. Access at reasonable cost to foods and beverages that meet established nutritional guidelines. 3. Physical education courses and opportunities for developmentally appropriate physical activity during the school day. 4. Curriculum and programs for grades K-12 that are designed to educate students about proper nutrition and lifelong physical activity, in accordance with State Board of Education curriculum regulations and academic Standards.
<p>2. Delegation of Responsibility 42 U.S.C. Sec. 1758b 7 CFR 210.31</p>	<p>The Superintendent or designee shall be responsible for the implementation and oversight of this policy to ensure each of the district's schools, programs, and curriculum is compliant with this policy, related policies and established guidelines or administrative regulations.</p>

<p>42 U.S.C. Sec. 1758b 7 CFR 210.31</p>	<p>Each school principal or designee shall annually report to the Superintendent or designee regarding compliance in his/her school.</p> <p>Staff members responsible for programs related to school wellness shall report to the Superintendent or designee regarding the status of such programs.</p> <p>The Superintendent or designee shall annually report to the Board on the district's compliance with law and policies related to school wellness. The report may include:</p> <ul style="list-style-type: none">• Assessment of school environment regarding school wellness issues.• Evaluation of food services program.• Review of all foods and beverages sold in schools for compliance with established nutrition guidelines.• Listing of activities and programs conducted to promote nutrition and physical activity.• Recommendations for policy and/or program revisions.• Suggestions for improvement in specific areas.• Feedback received from district staff, students, parents/guardians, community members and the Wellness Committee. <p>The Superintendent or designee and the established Wellness Committee shall conduct an assessment at least once every three (3) years on the contents and implementation of this policy as part of a continuous improvement process to strengthen the policy and ensure implementation. This triennial assessment shall be made available to the public in an accessible and easily understood manner and include:</p> <ol style="list-style-type: none">1. The extent to which each district school is in compliance with law and policies related to school wellness.2. The extent to which this policy compares to model wellness policies.3. A description of the progress made by the district in attaining the goals of this policy. <p>At least once every three (3) years, the district shall update or modify this policy as needed, based on the results of the most recent triennial assessment and/or as district and community needs and priorities change; wellness goals are met; new health science, information and technologies emerge; and new federal or state guidance or standards are issued.</p>
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<p>4. Guidelines</p> <p>7 CFR 201.15, 210.31</p>	<p>The district shall annually inform and update the public, including parents/guardians, students, and others in the community, about the contents, updates, and implementation of this policy via the district website, newsletters, posted notices/ and or other efficient communication methods. This annual notification shall include information on how to access the School Wellness policy; information about the most recent triennial assessment; information on how to participate in the development, implementation and periodic review and update of the School Wellness policy; and a means of contacting Wellness Committee leadership.</p> <p><u>Recordkeeping</u></p> <p>The district shall retain records documenting compliance with the requirements of the School Wellness policy, which shall include:</p> <ol style="list-style-type: none"> 1. The written School Wellness policy. 2. Documentation demonstrating that the district has informed the public on an annual basis, about the contents of the School Wellness policy and any updates to the policy. 3. Documentation of efforts to review and update the School Wellness policy, including who is involved in the review and methods used by the district to inform the public of their ability to participate in the review. 4. Documentation demonstrating the most recent assessment on the implementation of the School Wellness policy and notification of the assessment results to the public.
<p>42 U.S.C. 1758b</p>	<p><u>Wellness Committee</u></p> <p>The Board shall establish a Wellness Committee which may be comprised of, but not necessarily limited to, at least one (1) of each of the following: School Board member, district administrator, school district food service representative, physical education teacher, school health professional, family and consumer science teacher, student, parent/guardian, member of the public and any other individual(s) chosen by the Superintendent or designee. It shall be the goal that committee membership will include representatives from each school building and reflect the diversity of the community.</p> <p>The Wellness Committee shall serve as an advisory committee regarding student health issues and shall be responsible for developing, implementing and periodically reviewing and updating a School Wellness policy that complies with law to recommend to the Board for adoption.</p>
<p>7 CFR 210.31</p>	<p>The Wellness Committee shall review and consider evidence-based strategies and techniques in establishing goals for nutrition education and promotion, physical activity and other school based activities that promote student wellness as part of the policy development and revision process.</p>

<p>SC 1422</p>	<p>The Wellness Committee may survey parents/guardians and/or students; conduct community forums or focus groups; collaborate with appropriate community agencies and organizations; and engage in similar activities, within the budget established for these purposes.</p> <p>The Wellness Committee shall meet no less than four (4) times during the school year.</p> <p>The Wellness Committee shall provide periodic reports to the Superintendent or designee regarding the status of its work, as required.</p> <p>Individuals who conduct student medical and dental examinations shall submit to the Wellness Committee annual reports and later reports on the remedial work accomplished during the year, as required by law.</p>
<p>SC 1513 Pol. 102, 105</p>	<p><u>Nutrition Education</u></p> <p>Nutrition education will be provided within the sequential, comprehensive health education program in accordance with State Board of Education curriculum regulations and the academic standards for Health, Safety and Physical Education, and Family and Consumer Sciences.</p> <p>The goal of nutrition education is to teach, model, encourage and support healthy eating by students. Promoting student health and nutrition enhances readiness for learning and increases student achievement.</p> <p>Nutrition education shall provide all students with knowledge and skills that will help them to lead healthy lives.</p> <p>Nutrition education lessons and activities shall be age-appropriate.</p> <p>Nutrition curriculum shall teach behavior-focused skills, which may include menu planning, reading nutrition labels and media awareness.</p> <p>School food service and nutrition education classes shall cooperate to facilitate effective student learning.</p> <p>Nutrition education shall, when appropriate, be integrated into other subjects to complement but not replace academic standards based on nutrition education.</p> <p>A-lifelong lifestyle balance shall be reinforced by linking nutrition education and physical activity.</p>
<p>Pol. 808</p>	<p>The staff responsible for providing nutrition education shall be trained and shall</p>

participate in applicable professional development. The district shall develop standards for such training and professional development.

School district staff shall cooperate with agencies and community organizations to provide opportunities for appropriate student projects related to nutrition.

Nutrition education shall extend beyond the school environment by engaging and involving families and communities.

Consistent nutrition messages shall be disseminated throughout the schools of the school district, classrooms, and cafeterias, and to homes, the community and the media.

Nutrition Promotion

The district aims to teach, encourage, and support healthful eating by students. District schools shall promote nutrition by providing appropriate nutrition education in accordance with the School Wellness Policy.

- District staff shall cooperate with agencies and community organizations to provide opportunities for appropriate student projects related to nutrition.
- Consistent nutrition messages shall be disseminated and displayed throughout the district, schools, classrooms, cafeterias, homes, community and media.
- District schools shall encourage parents/guardians to provide healthy meals for their children through newsletter articles, take-home materials, or other means.

Physical Activity

Schools shall strive to provide opportunities for developmentally appropriate physical activity during the school day for all students.

Schools shall help in the effort to provide students with opportunities to accumulate at least sixty (60) minutes of age-appropriate physical activity on all or most days of the week as recommended by the Centers for Disease Control and Prevention. That time will include physical activity outside the school environment; such as outdoor play at home, sports, etc.

- Students shall be encouraged to participate daily in a variety of age-appropriate physical activities designed to achieve optimal health, wellness, fitness, and performance benefits.
- Age-appropriate physical activity opportunities, such as recess, clubs,

SC 1512.1 Pol. 102, 105	<p>intramurals; and interscholastic athletics, shall be provided to meet the needs and interests of students, in addition to planned physical education.</p> <ul style="list-style-type: none">• A physical and social environment that encourages safe and enjoyable activity for all students shall be maintained. <p>Extended periods of student inactivity shall be discouraged.</p> <p>Physical activity breaks, such as recess and other similar activities, shall be provided for elementary students during school hours.</p> <p>After-school programs shall provide developmentally appropriate physical activity for participating children.</p> <p>Schools of the school district shall partner with parents/guardians and community members to institute programs that support physical activity.</p> <p>Students and the community shall have access to physical activity facilities outside school hours as per applicable Board policies and school procedures.</p> <p><u>Physical Education</u></p> <p>A sequential physical education program consistent with curriculum regulations and Health, Safety and Physical Education academic standards shall be developed and implemented. All district students must participate in physical education.</p> <p>Quality physical education instruction that promotes lifelong physical activity and provides instruction in the skills and knowledge necessary for lifelong participation shall be provided.</p> <p>Physical education classes shall be a means through which students can learn, practice and are assessed on developmentally appropriate skills and knowledge necessary for lifelong, health-enhancing physical activity.</p> <p>A comprehensive physical education course of study that focuses on providing students the skills, knowledge and confidence to participate in lifelong, health-enhancing physical activity shall be implemented.</p> <p>A varied and comprehensive curriculum that promotes both team and individual activities and leads to students becoming and remaining physically active for a lifetime shall be provided in the physical education program.</p> <p>Adequate amounts of planned instruction shall be provided in order for students to achieve the proficient level for the Health, Safety and Physical Education academic standards.</p>
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<p>7 CFR Sec. 210.10, 220.8 SC 701, 742 42 U.S.C. 1751 et seq., 1773 7 CFR 201.30 Pol. 808</p> <p>7 CFR 210.10</p>	<p>A local assessment system shall be implemented to track student progress on the Health, Safety and Physical Education academic standards.</p> <p>Students shall be moderately- to-vigorously active as much time as possible during a physical education class. Students without documented medical conditions and disabilities shall be accommodated.</p> <p>Safe and adequate equipment, facilities and resources shall be provided for physical education courses.</p> <p>Physical education shall be taught by certified health and physical education teachers.</p> <p>Physical activity shall not be used as a form of punishment.</p> <p><u>Other School Based Activities</u></p> <p>Safe drinking water shall be available and accessible to students, without restriction and at no cost to the student, at all meal periods and throughout the school day.</p> <p>Nutrition professional who meet hiring criteria established by the district and compliance with federal regulation shall administer the school meals program. Professional development and continuing education shall be provided for district nutrition staff, as required by federal regulations.</p> <p>Schools of the school district shall provide adequate space, as defined by the school district, for eating and serving school meals.</p> <p>Students shall be provided a clean and safe meal environment.</p> <p>Students shall be provided adequate time to eat: a minimum of ten (10) minutes sit-down time for breakfast; a minimum of twenty (20) minutes sit-down time for lunch.</p> <p>Meal periods shall be scheduled at appropriate hours, as required by federal regulations and as defined by the school district.</p> <p>Students shall have access to hand washing or sanitizing before meals and snacks.</p> <p>Nutrition professionals who meet criteria established by the school district shall administer the school meals program.</p> <p>Professional development opportunities shall be provided for school district nutrition staff.</p> <p>Access to the food service operation shall be limited to authorized staff.</p>
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<p>Sec. 210.10, 220.8</p>	<p>Foods and beverages offered or sold at school-sponsored events outside the school day, such as athletic events and dances, shall offer healthy alternatives in addition to more traditional fare.</p> <p><i>Competitive Foods –</i></p>
<p>7 CFR 210.11, 210.31, 220.12</p>	<p>Competitive foods available for sale shall meet or exceed the established federal nutrition standards (USDA Smart Snacks in School). These standards shall apply in all locations and through all services where foods and beverages are sold to students, which may include, but are not limited to: a la carte options in cafeterias, vending machines, school stores, snack carts and fundraisers.</p> <p>Competitive foods are defined as foods and beverages offered or sold to students on school campus during the school day, which are not part of the reimbursable school breakfast or lunch.</p> <p>For purposes of this policy, school campus means any area of property under the jurisdiction of the school that students may access during the school day.</p> <p>For purposes of this policy, school day means the period from midnight before school begins until thirty (30) minutes after the end of the official school day.</p> <p>The district may impose additional restrictions on competitive foods, provided that the restrictions are not inconsistent with federal requirements.</p> <p><i>Fundraiser Exemptions -</i></p> <p>Fundraising activities held during the school day involving the sale of competitive foods shall be limited to foods that meet the Smart Snacks in School nutrition standards, unless an exemption is approved in accordance with applicable Board policy and administrative regulations.</p>
<p>7 CFR 210.11</p>	<p>The district may allow a limited number of exempt fundraisers as permitted by the Pennsylvania Department of Education each school year: up to five (5) exempt fundraisers in elementary and middle school buildings, and up to ten (10) exempt fundraisers in high school buildings. Exempt fundraisers are fundraisers in which competitive foods are available for sale to students that do not meet the Smart Snacks in School nutrition standards.</p> <p>The district shall establish administrative regulations to implement fundraising activities in district schools, including procedures for requesting a fundraiser exemption.</p> <p><i>Non-Sold Competitive Foods –</i></p>

<p>7 CFR 210.11, 210.31</p> <p>SC 504.1</p> <p>SC 504.1</p> <p>Pol. 210.2</p>	<p>Non-sold competitive foods available to students, which may include but are not limited to foods and beverages offered as rewards and incentives, at classroom parties and celebrations, or as shared classroom snacks, shall meet or exceed the standards established by the district.</p> <p>If the offered competitive foods do not meet or exceed the Smart Snacks in School nutrition standards, the following standards shall apply:</p> <ol style="list-style-type: none"> 1. Rewards and Incentives-Foods and beverages shall not be used as a reward for classroom or school activities unless the reward is an activity that promotes a positive nutrition message (e.g., guest chef, field trip to a farm or farmers market, etc.). 2. Classroom Parties and Celebrations-When possible, foods/beverages for parties and celebrations shall be provided by the food service department to help prevent food safety and allergy concerns. <p>The district shall provide a list of suggested nonfood ideas and healthy food and beverage alternatives to parents/guardians and staff, which may be posted via the district website, student handbooks, newsletters, posted notices and/or other efficient communication methods.</p> <p><i>Marketing/Contracting -</i></p> <p>Any foods and beverages marketed or promoted to students on the school campus during the school day shall meet or exceed the established federal nutrition standards (USDA Smart Snacks in School) and comply with established Board policy and administrative regulations.</p> <p>Exclusive competitive food and/or beverage contracts shall be approved by the Board, in accordance with provisions of law. Existing contracts shall be reviewed and modified to the extent feasible to ensure compliance with established federal nutrition standards, including applicable marketing restrictions.</p> <p><u>Management Of Food Allergies In District Schools</u></p> <p>The district shall establish Board policy and administrative regulations to address food allergy management in district schools in order to:</p> <ol style="list-style-type: none"> 1. Reduce and/or eliminate the likelihood of severe or potentially life-threatening allergic reactions. 2. Ensure a rapid and effective response in case of a severe or potentially life-threatening allergic reaction.
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3. Protect the rights of students by providing them, through necessary accommodations when required, the opportunity to participate fully in all school programs and activities.

Safe Routes to School

The schools of the school district shall cooperate with local municipalities, public safety agency, police departments, and community organizations to develop and maintain safe routes to school.

School district administrators shall seek and utilize available federal and state funding for safe routes to school, when appropriate.

References:

School Code – 24 P.S. Sec. 504.1, 701, 742, 1337.1, 1422, 1422.1, 1422.3, 1512.1, 1513

National School Lunch Program – 42 U.S.C. Sec. 1751 et seq., 1758b, 1773

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

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

National Food Service Programs, Title 7, Code of Federal Regulations –
7 CFR Part 210, 210.10, 210.11, 210.12, 210.31, 210.15, 220, 220.8,
210.30

Board Policy – 000, 102, 103, 103.1, 105, 210.2, 229, 808

EAST
STROUDSBURG
AREA
SCHOOL DISTRICT

SECTION: EMPLOYEES

TITLE: BENEFITS FOR PART-TIME
PERSONNEL

ADOPTED: August 19, 2002

REVISED: June 24, 2019

341. BENEFITS FOR PART-TIME PERSONNEL	
1. Purpose	Benefits for regularly employed part-time personnel shall be determined in accordance with the terms of an administrative compensation plan, individual contract, applicable collective bargaining agreement, Board policy or Board resolution.
2. Guidelines	Whenever regularly employed, part-time personnel are entitled to fringe benefits normally provided for full-time personnel of the same classification, such benefits will be established at the time of employment, and the manner of proration determined at that time.
24 Pa. C.S.A. 8301	Part-time personnel shall be included in the School Employees' Retirement System, upon reaching either 500 hours or 80 days of employment, in accordance with law. Where conditions of an insurance carrier or other similar provisions preclude coverage of persons who fail to meet the minimum hours criteria for coverage, part-time personnel who fail to meet these criteria shall not be eligible for such benefits.

SECTION: EMPLOYEES

**EAST
STROUDSBURG
AREA
SCHOOL DISTRICT**

TITLE: HEALTH INSURANCE
BENEFITS FOR RETIREES

ADOPTED: December 19, 2005

REVISED: August 15, 2016
June 24, 2019

<p>1. Purpose SC 513</p> <p>2. Authority</p> <p>3. Delegation of Responsibility</p> <p>4. Guidelines</p>	<p style="text-align: center;">349. Health Insurance Benefits for Retirees</p> <p>The Board considers a basic program of insurance protection for its retired employees to be of prime importance. This program shall be made available to all eligible administrative employees at the time of retirement from the school district.</p> <p>Appropriate direction and guidelines are provided in this policy so that the Superintendent can make timely decisions that permit continuity of insurance coverage with a minimum amount of interruption and Board involvement.</p> <p>It is the Board's intention that, in any situation or circumstance whenever there is conflict or inconsistency between a provision in this policy and a provision in the applicable Administrative Compensation Plan, individual contract, or applicable Collective Bargaining Agreement, the provision of the Administrative Compensation Plan, individual contract, or applicable Collective Bargaining Agreement shall control and prevail.</p> <p>The Superintendent shall be responsible for the general supervision and administration of the program. The Superintendent shall have the authority to supervise the services involved in the program, either directly or indirectly through delegation to other members of the staff. The Superintendent is authorized to establish such rules and regulations as s/he deems necessary to implement Board policy. In establishing rules, regulations, and operational procedures the Superintendent should take the following guidelines into consideration.</p> <p><u>Eligibility</u></p> <p>Any employee who retires from the East Stroudsburg Area School District through the Public School Employees Retirement System after July 1, 1983 and who meets the provisions set forth in the most recent Administrative Compensation Plan, individual contract, or applicable Collective Bargaining Agreement in effect at employees' retirement date.</p>
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**EAST
STROUDSBURG
AREA
SCHOOL DISTRICT**

SECTION: PROPERTY

TITLE: COMMERCIAL SPONSORSHIPS
AND ADVERTISING

ADOPTED: September 17, 2018

REVISED: June 24, 2019

702.1 COMMERCIAL SPONSORSHIPS AND ADVERTISING	
1. Purpose	<p>The Board recognizes that public school facilities, events, and programs provide a potential market for commercial sponsorships, that financial payments from commercial sponsorships can benefit students and taxpayers by generating support for the school district and its programs, and that commercial sponsors should receive special recognition for supporting the school district in such manner.</p> <p>Therefore, the Board establishes this policy whereby commercial groups, businesses and companies may voluntarily enter into written agreements (sponsorship agreements) to provide financial support for school district programs and activities in exchange for public recognition that may include the sale of “sponsored by” rights for school district events as well as advertising, signage, announcements and other promotional opportunities at school district activities.</p>
2. Authority	<p>The school district may enter into sponsorship agreements with commercial groups, businesses or companies that allow advertising to take place on school district property pursuant to restrictions outlined in this policy. The goal of such sponsorship agreements is solely to benefit students and taxpayers by generating private financial support for the school district and its educational programs.</p> <p>This policy does not create a forum for all types of advertising or provide a general public forum for purposes of communication. Rather, the intent is to make use of a limited portion of the school district’s property in order to generate revenue from commercial sponsors for school district programs and activities.</p> <p>Noncommercial advertising is not permitted under this policy.</p> <p>Pursuant to this policy, the school district generally intends to receive financial payments from sponsors, but may consider proposals that include in-kind contributions by sponsors as deemed appropriate by the School Board.</p>
3. Guidelines	<p><u>Advertising Program</u></p> <ol style="list-style-type: none"> Advertising will not be displayed inside classrooms, in areas where students in class may view the advertisement, or in any other area that may be disruptive to student learning. For purposes of this policy, the term classroom

	<p>is not intended to include any school's auditorium, cafeteria, gymnasium, library, or athletic fields/facilities.</p> <ol style="list-style-type: none">2. Students will not be required to listen to, read or be subjected to commercial advertising in the classroom, except when the classroom instruction by the teachers is related to advertising, as referenced in the district curriculum.3. Advertisements shall not be disruptive or jeopardize the safety of students, staff and/or the public by their content or physical properties.4. No student, staff or taxpayer information (e.g. names, addresses, telephone numbers or email addresses) shall be made available to sponsors for purposes of distribution or dissemination of advertising.5. Advertising must comply with all laws, regulations and administrative agency rules of the federal, state and local governments, including all laws, regulations and administrative agency rules applicable to copyrights, trademarks, trade names and patents.6. No advertiser/commercial sponsor shall be permitted to use the school district's intellectual property (e.g. team names, slogans, logos, or designs constituting trademark or services marks whether or not registered) unless such use is approved in writing by the school district.7. Any advertising signage shall comply with school district Administrative Regulations and any local zoning ordinances that may apply.8. All advertising in areas used for athletic purposes shall be approved by the School Board and shall be in accordance with Pennsylvania Interscholastic Athletic Association (P.I.A.A.) policies and guidelines related to advertising and/or sponsorship.9. The Superintendent or designee shall monitor advertising fees which are directed to individual sports to ensure equity among programs in keeping with the guidelines of Title IX and to protect the athletes from potential violations of P.I.A.A. regulations concerning amateur status.10. The advertiser/commercial sponsor shall be responsible for and indemnify the district against any legal action taken against the district for the contents of an advertisement, including, but not limited to, allegations of intellectual property infringement and any and all tort claims.11. The Board may terminate commercial sponsorships at any time, for any reason. Where the termination is a result of the commercial sponsor's failure to adhere to this policy, the terms of the Commercial Sponsorship
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Agreement, or district or school building rules, the district is under no obligation to reimburse the sponsor for the portion of the agreed-upon sponsorship period.

Construction and Maintenance of Advertising on District Property

The District shall not be responsible for the construction, maintenance, or repair of any signs, poster or other advertising materials or media approved for display on District property, including but not limited to repair or maintenance necessitated by acts of vandalism. Except for advertisement displayed on the High School Stadium Scoreboard, advertisers shall be responsible for the storage, installation and/or reinstallation of periodic or seasonal advertisements.

Advertisements that are not maintained to standards acceptable by the District must be repaired or removed by the advertising organization within the time period designated by the District, the advertisement will be removed by the District at the expense of the advertising organization.

The Superintendent or designee will establish Administrative Regulations with regard to signage type, size, the installation/reinstallation of advertisements, maintenance and advertising duration.

Certain Advertising Prohibited

All advertising by sponsors pursuant to this policy shall be commercial in nature, in keeping with standards of good taste, appropriate for school-aged children, and not seek to promote, encourage or engage in any of the following:

1. Support any noncommercial message or position, including personal, religious and/or political viewpoints.
2. Make false, misleading, deceptive or unwarranted statements or claims. The Superintendent or designee retains the right to ban forms of commercial communication that are more likely to deceive or mislead the public than to inform it.
3. Infringe upon another person's rights through plagiarism, unfair imitation of another person's program idea or copy, or any other unfair competition.
4. Disparage a competitor or a competitor's products or services.
5. Advertise lotteries or other games of chance, with the exception of advertising by fully-licensed entities authorized under the Race Horse Development and Gaming Act of 2004 (Act 71).

6. Contain slanderous, obscene, sexual, profane, vulgar, repulsive, or offensive matters, either in theme or in treatment.
7. Appeal for funds.
8. Contain testimonials that cannot be authenticated.
9. Declare or imply an endorsement by the school district of any service, product or point of view.
10. Contrary or adverse to the mission and purpose of the school district.
11. Promote the sale or use of alcohol, tobacco or illegal drugs. Full-service restaurants that serve alcoholic beverages may advertise under this policy where the specific advertisement, itself, does not expressly promote alcohol or tobacco products.
12. Promote the sale or use of firearms or other weapons.
13. Promote unlawful or illegal goods, services or activities.
14. Constitute advertising which violates local, state or federal law when done on school district property.

Steps for the Approval of Corporate Sponsorships/Donations Containing Advertisement

The following steps shall apply:

1. Sponsorship agreement requests must be made in writing to the Superintendent.
2. Approval by the School Board shall be required for any sponsorship, and such financial payments are not accepted until approved by the School Board at a public meeting.
3. The school district shall not be bound by any oral agreements purportedly made by any employee or marketing agent.

Booster Clubs, Parent-Teacher Organizations and Sanctioned Student Groups

This policy is not intended to regulate booster clubs, parent-teacher organizations or student extracurricular, co-curricular or athletic groups recognized by the school district. Any fundraising activities by such groups shall be done in compliance with other applicable school district policies and any understandings or agreements that

exist between those organizations and the School Board.

No booster club, parent-teacher organization or student group is authorized to solicit or enter into any agreement or understanding with commercial groups, businesses or companies to distribute, broadcast or display any type of advertising on school district property without prior authorization by the School Board and the entry of any agreement or understanding is done in compliance with this policy.

District Non-Endorsement of Advertisements

Advertisements from sponsors permitted by the district do not indicate the district's endorsement or approval of the matters presented in the advertisements. The district reserves the right to clearly communicate that the School District does not endorse the organization, and the district may require advertisers to clearly state such within the advertisement. At the district's discretion, such communication may be placed within, below, or near any or all advertisements in addition to or in lieu of in-add disclaimers.

Facilities/Property Naming Rights Not Permitted Through This Policy

This policy does not authorize commercial sponsorships to be used to obtain naming rights to any district facility or to district property.

Legal Compliance

The district shall comply with all applicable state and federal laws in its approval and/or denial of advertisement requests and/or removal of advertisements from district facilities or events.

Severability

The provisions of this policy are severable, and if any of its provisions shall be held invalid or unconstitutional to any extent, such decision shall not effect or impair any of the remaining provisions of the policy. It is hereby declared to be the intention of the School Board that this policy would have been adopted if such invalid or unconstitutional provision had not been included herein.

References:

- 20 U.S.C. 1681 et seq.
- 20 U.S.C. 7908
- Pol. 913

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EAST STROUDSBURG AREA SCHOOL DISTRICT

SECTION: PROPERTY

TITLE: MAINTENANCE

ADOPTED: August 19, 2002

REVISED: June 24, 2019

704. MAINTENANCE	
1. Purpose	Adequate maintenance of buildings, property and equipment is essential to fiscal responsibility and efficient management of district facilities.
2. Authority SC 701	The Board directs that a continuous program of preventative inspection and maintenance of all school district buildings, property and equipment be established and implemented.
3. Delegation of Responsibility	<p>The Superintendent or designee shall develop and supervise a maintenance program which shall include:</p> <ol style="list-style-type: none">1. Regular program of maintenance, repair and improvement of buildings and facilities.2. Critical spare parts inventory.3. Equipment replacement program.4. Long-range plans for building modernization and conditioning.5. The Superintendent or designee shall develop a maintenance check list applicable to all district buildings. <p>Each school principal, in conjunction with the building, custodial and maintenance personnel, shall conduct a physical inspection of the building on a quarterly basis and return a written report to the Director of Facilities and to the Board as to the findings of that inspection. (See 704AR for inspection schedule.)</p> <p>The Superintendent or designee shall report monthly to the Board regarding the current maintenance and improvement program and projected maintenance needs that include cost analysis.</p> <p>References:</p> <p>24 P.S. 701, 742, 772</p> <p>25 PA Code 171.1 et seq.</p>

EAST
STROUDSBURG
AREA
SCHOOL DISTRICT

SECTION: PROFESSIONAL
EMPLOYEES

TITLE: HEALTH INSURANCE
BENEFITS FOR RETIREES

ADOPTED: December 19, 2005
REVISED: August 15, 2016
REPEALED: June 24, 2019

<p>1. Purpose SC 513</p> <p>2. Authority</p> <p>3. Delegation of Responsibility</p> <p>4. Guidelines</p>	<p style="text-align: center;">449. Health Insurance Benefits for Retirees</p> <p>The Board considers a basic program of insurance protection for its retired employees to be of prime importance. This program shall be made available to all eligible professional employees at the time of retirement from the school district.</p> <p>Appropriate direction and guidelines are provided in this policy so that the Superintendent can make timely decisions that permit continuity of insurance coverage with a minimum amount of interruption and Board involvement.</p> <p>It is the Board's intention that, in any situation or circumstance in which there is conflict or inconsistency between a provision in this policy and a provision in the applicable Collective Bargaining Agreement, the provision of the Collective Bargaining Agreement shall control and prevail.</p> <p>The Superintendent shall be responsible for the general supervision and administration of the program. The Superintendent shall have the authority to supervise the services involved in the program, either directly or indirectly through delegation to other members of the staff. The Superintendent is authorized to establish such rules and regulations as s/he deems necessary to implement Board policy. In establishing rules, regulations, and operational procedures the Superintendent should take the following guidelines into consideration.</p> <p><u>Eligibility</u></p> <p>Any employee who retires from the East Stroudsburg Area School District through the Public School Employees Retirement System after July 1, 1983 (except as modified below) and who meets the following conditions:</p> <p>Is age 60 or older with at least 25 years of service (at least 15 of which have been with the East Stroudsburg Area School District); OR</p> <p>Whose age plus years of service exceeds the sum of 83 while the retirement system 53/30 window is in effect, or 84 under the basic retirement system plan (of which at least 15 years of service must be in the East Stroudsburg Area School District), shall have the premiums in effect for individual coverage with the group carrier of the school</p>
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district paid by said school district until the end of the month when said employee reaches the Medicare eligibility age.. During this period, it will be the responsibility of the retired employee to pay to the school district the difference between this individual coverage and any dependent coverage that he/she elects to carry under the payment provisions and conditions described below. Failure to pay this differential cost will result in termination of all dependent health insurance benefits.

Any employee who does not meet the qualification for payment of premiums by the school district as stated above, who retires from the East Stroudsburg Area School District through the Public School Employees Retirement System shall be entitled to remain on the appropriate existing group health insurance plan at the same benefit level he/she enjoyed as an employee until the end of the month when said employee reaches Medicare eligibility age, providing, however, that said employee shall pay the total premiums for such group health insurance on or before the first day, of each month when the insurance is to be in effect. Such payments are to be made to the Business Office of the school district, and shall be at the current valid rates for the coverage desired. The school district will notify all such employees of any change in premiums for this coverage within thirty (30) days after receipt of notification by the insurance carrier. However, if such procedure has an adverse effect on the rate structure of the group health plans maintained for active employees, the Board may, in its sole discretion, elect to terminate coverage for such retired employees' dependents upon ninety (90) days' written notice to such retirees.

Group life insurance benefits will not be made available to retired employees under this policy.

When the retired employee reaches the Medicare eligibility age, the retiree, his/her spouse, and/or dependents will no longer be permitted to remain on the school district group health plan.

EAST
STROUDSBURG
AREA
SCHOOL DISTRICT

SECTION: SUPPORT
EMPLOYEES

TITLE: HEALTH INSURANCE
BENEFITS FOR RETIREES

ADOPTED: DECEMBER 19, 2005

REVISED: AUGUST 15, 2016

REPEALED: JUNE 24, 2019

<p>1. Purpose SC 513</p> <p>2. Authority</p> <p>3. Delegation of Responsibility</p> <p>4. Guidelines</p>	<p style="text-align: center;">549. Health Insurance Benefits for Retirees</p> <p>The Board considers a basic program of insurance protection for its retired employees to be of prime importance. This program shall be made available to all eligible support staff employees at the time of retirement from the school district.</p> <p>Appropriate direction and guidelines are provided in this policy so that the Superintendent can make timely decisions that permit continuity of insurance coverage with a minimum amount of interruption and Board involvement.</p> <p>It is the Board's intention that, in any situation or circumstance in which there is conflict or inconsistency between a provision in this policy and a provision in the applicable Collective Bargaining Agreement, the provision of the Collective Bargaining Agreement shall control and prevail.</p> <p>The Superintendent shall be responsible for the general supervision and administration of the program. The Superintendent shall have the authority to supervise the services involved in the program, either directly or indirectly through delegation to other members of the staff. The Superintendent is authorized to establish such rules and regulations as s/he deems necessary to implement Board policy. In establishing rules, regulations, and operational procedures the Superintendent should take the following guidelines into consideration.</p> <p><u>Eligibility</u></p> <p>Any employee who retires from the East Stroudsburg Area School District through the Public School Employees Retirement System after July 1, 1983 (except as modified below) and who meets the following conditions:</p> <p>Is age 60 or older with at least 25 years of service (at least 15 of which have been with the East Stroudsburg Area School District); OR</p> <p>Whose age plus years of service exceeds the sum of 83 while the retirement system 53/30 window is in effect, or 84 under the basic retirement system plan (of which at least 15 years of service must be in the East Stroudsburg Area School District), shall</p>
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have the premiums in effect for individual coverage with the group earner of the school district paid by said school district until the end of the month when said employee reaches the Medicare eligibility age. During this period, it will be the responsibility of the retired employee to pay to the school district the difference between this individual coverage and any dependent coverage that he/she elects to carry under the payment provisions and conditions described below. Failure to pay this differential cost will result in termination of all dependent health insurance benefits.

Any employee who does not meet the qualification for payment of premiums by the school district as stated above, who retires from the East Stroudsburg Area School District through the Public School Employees Retirement System shall be entitled to remain on the appropriate existing group health insurance plan at the same benefit level he/she enjoyed as an employee until the end of the month when said employee reaches Medicare eligibility age, providing, however, that said employee shall pay the total premiums for such group health insurance on or before the first day, of each month when the insurance is to be in effect. Such payments are to be made to the Business Office of the school district, and shall be at the current valid rates for the coverage desired. The school district will notify all such employees of any change in premiums for this coverage within thirty (30) days after receipt of notification by the insurance carrier. However, if such procedure has an adverse effect on the rate structure of the group health plans maintained for active employees, the Board may, in its sole discretion, elect to terminate coverage for such retired employees' dependents upon ninety (90) days' written notice to such retirees.

Group life insurance benefits will not be made available to retired employees under this policy.

When the retired employee reaches Medicare eligibility age, the retiree, his/her spouse, and/or dependents will no longer be permitted to remain on the school district group health plan, he/she will be required to obtain coverage from Northeastern Blue Cross or other similar plan at the discretion of the retiree.

**PSBA 2019 DELEGATE ASSEMBLY
CERTIFICATION OF VOTING DELEGATES**

The PSBA Bylaws authorize school districts of the **second class** to appoint **three voting delegates** to the 2019 Delegate Assembly, to be appointed by majority vote from among the members of the school district's governing body. This year's meeting of the Assembly will be held on Friday, Oct. 18, 2019 in conjunction with the PASA-PSBA School Leadership Conference.

Board Secretaries are requested to complete this certification form and return it to PSBA by June 28, 2019. Please send to the attention of Sherri Houck, Pennsylvania School Boards Association, by mail at 400 Bent Creek Blvd. Mechanicsburg, PA 17050-1873, by fax at (717) 506-4716, or via email at sherri.houck@psba.org.

Name of school district _____

Please check one:

____ Our district **does NOT** intend to appoint Voting Delegates.

____ I certify that the following school directors have been duly appointed as our Voting Delegates (no person may serve as the delegate of more than one school entity):

1. Name: _____

Preferred Mailing Address: _____

_____ Email address: _____

Signature: _____ Date: _____

2. Name: _____

Preferred Mailing Address: _____

_____ Email address: _____

Signature: _____ Date: _____

3. Name: _____

Preferred Mailing Address: _____

_____ Email address: _____

Signature: _____ Date: _____

Name of board president: _____

Signature of board president: _____

Telephone & email of board president: _____

Date: _____

Name of board secretary: _____

Signature of board secretary: _____

Telephone & email of board secretary: _____

Date: _____

School Improvement Plan – Guidelines and Process

I. School Level Narrative

School Building Information

Local Education Agency (LEA) Name

East Stroudsburg Area School District

School Building Name

East Stroudsburg High School North

4-Digit School Building Code

7461

School Street Address

279 Timberwolf Drive, Dingmans Ferry, PA 18328

A. School Improvement Committee

Committee Members and Positions in School/Community:

Name	Position/Role	Building/Group/Organization
Benjamin J. Brenneman	Principal	HS North
Joshua Fuller	Assistant Principal	HS North
Renee Stevens	Assistant Principal	HS North
Jennifer Fuller	Spec. Ed. Teacher	HS North
Lisa Minnichbach	Spec. Ed. Teacher/Dept. Chair	HS North
David Falbo	School Counselor/Dept. Chair	HS North
Dareen Everett	Spec. Ed. Teacher	HS North
Lynda Miller	Spec. Ed. Teacher/Parent	HS North
Salvatore Lapadula	Spec. Ed. Teacher/Transition Coordinator	HS North
Mary DeFazio	English Teacher	HS North
Darrin Dobrowolski	Mathematics Teacher	HS North
Camille Bigio	Paraprofessional/Parent	HS North
Nelson McKeithan	Paraprofessional/Parent	HS North
Ryan Moran	Assistant Superintendent for C/I	Central Admin

Heather Piperato	Director of Secondary Education	Central Admin
Brian Baddick	Assistant Superintendent of Pupil Services	Central Admin
Mary Olszewski	Director of Secondary Pupil Services	Central Admin
Carol Deane-Gardner	Supervisor of Secondary Special Education	Central Admin
Juelni Figgures-Allen	Student	HSN
Ramel Perry	Student	HSN

Outline efforts school leaders took to ensure that the committee is comprised of a diverse group of stakeholders who are involved and invested in LEAs, schools, programs, and outcomes for students (leadership, teachers, parents, students, community partners, LEA leadership or staff, governing board leadership or designee, elected officials advocacy organizations).

As a school leadership team, we offered the opportunity to all personnel in the school environment to volunteer to include teachers, support staff, and current/past parents of students. We also worked with our Special Education Department to select two students to serve on the committee. Additionally, we included coaches, advisors, and department chairs who work with our students in a variety of settings. Lastly, we included committee members who live within our High School North boundaries as members of the community.

Describe the role of the committee in developing this school improvement plan, as well as the intended role of the committee in the implementation and monitoring of the plan.

The committee was responsible for analyzing student data, staff data, and empirical building data. We looked for themes, trends, and/or patterns that would lead to root cause issues. Our committee met on the following dates, as a large group, for data analysis and discussion: March 28, 2019, April 11, 2019, April 25, 2019, May 9, 2019, and May 30, 2019.

Additionally, a smaller group of the committee met numerous times to create this school improvement plan before final review on May 30, 2019.

The committee will serve, as a lead team, throughout the implementation process of the plan.

B. School Level Vision for Learning

Long-term Vision and the Measures of Success

Long-Term Vision for Students <i>What will students know and be able to demonstrate upon leaving the school?</i>	Measures of Success <i>How will you know you are on track to achieving your vision or students?</i>
A major focal point during the 2018-2019 school year was the implementation of our school wide positive behavior intervention and supports (SWPBIS) Program known as T-WOLF. The focus on T-WOLF is to teach students the importance of Tolerance, Wise Choices, Ownership, Leadership, and Friendship in a variety of settings both in and out of school.	Decrease in office referrals Increase in participation in quarterly events (students meet academic, attendance, and behavioral expectations)

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II. School Level Needs Assessment

A. Identified School Community Needs:

Describe how the LEA and school engaged in timely and meaningful consultation with a broad range of stakeholders (e.g., families, students, educators, community partners) and examined relevant data (e.g., student, educator, and community demographics; student achievement and growth; student and teacher attendance; student behavior; documents; classroom observations; surveys; focus groups; budget/allocation of finances) to understand the most pressing needs of students, educators, and/or other members of the school community and the potential root causes of those needs.

High School North's ATSI committee met multiple times to review many different points of data. The data sources included surveys, focus groups, student achievement data, along with demographics and their influence on the data.

B. Based on your data analysis, what are your data-supported strengths?

Strengths	Supporting Evidence from Needs Assessment
SWPBIS (School Wide Positive Behavior Intervention Support)	PA Essential Practices for Schools Committee Self Assessment, State recognition for successful implementation of T-WOLF program, SWPBIS in-house data
Staff Loyalty/ Flexibility/ Openness to Change	PA Essential Practices for Schools Survey, teacher survey data
Building relationships with community organizations	PA Essential Practices for Committee Self Assessment, teacher survey data, successful implementation of work based learning program
Willingness to build the district and school process for proper human and capital resource deployment	PA Essential Practices for Schools Committee Self Assessment

C. Based on your data analysis, what are your data-supported challenges? (You will need to identify two or three of these challenges that will be prioritized and addressed in this plan.) Check each challenge that will be a priority in your plan.

Challenges	Supporting Evidence from Needs Assessment	Priority for Planning	Primary Root Cause
Lack of clarity on the building and district vision of teaching and learning	PA Essential Practices for Committee Self Assessment, teacher survey data	yes	Staff training and knowledge
Alignment of curriculum, assessment, and instruction to state standards	PA Essential Practices for Committee Self Assessment, course failure rate in science and math, student achievement on state assessments	yes	Staff training, knowledge, and lack of personnel
Lack of Multi-Tier System of Supports (MTSS)	PA Essential Practices for Committee Self Assessment	yes	Lack of funding, staff training, knowledge, and personnel

D. Established Priorities and Aligned Outcome Categories

Based on your prioritized challenges, develop, in specific detail, two to three high-leverage priority statements to focus your improvement plan. In drafting priority statements, your team will turn each prioritized challenge into an actionable statement that explains how the school plans to address the primary root cause of the challenge. Indicate which Outcome Category will be most directly impacted by focusing on the priority statement, by selecting the category that is best aligned to the priority statement from the drop-down menu under “Outcome Category.”

Priority Statements	Rationale	Outcome Category
Instruction will be delivered and assessed aligned to the PA Standards with consistency between common classes.	Students are not being successful when given assessments aligned to the PA Standards.	Essential Practices Condition 1 - Focus on Continuous Improvement of Instruction
A structured and comprehensive MTSS system will be established.	Our current student support systems are insufficient and lack a unifying structure.	Essential Practices Condition 3 - Provide Student-Centered Support Systems
A strategic accountability system aligned to the district vision of teaching and learning will be established within our building.	Within our building, our goal is to align the building’s vision to the district’s vision.	Essential Practices Condition 3 - Provide Student-Centered Support Systems

III. Measurable Goal Statements

Measurable Goals: Develop SMART Goals for each established Priority. To maintain focus on priorities, no greater than 2 measurable goals per priority is recommended.

Priority Statement #1: Instruction will be delivered and assessed aligned to the PA Standards with consistency between common classes.

Measurable Goals	Quarterly Benchmark #1	Quarterly Benchmark #2	Quarterly Benchmark #3
100% of core content area will develop a unified and department wide grading practice that is approved by administration by June 2020.	Core content department chair people will complete a needs assessment for grading practices within their department by the end of November 2019.	Core content department chair people will identify specific components of a unified department wide grading practice and submit to the ATSI committee for review by the end of February 2020.	The ATSI committee will review status of core department progress toward their individual plans by the end of May 2020.
100% of core content areas will identify 5 common assessments among similar content classes with 100% fidelity by June 2022.	1 out of 5 assessments will be identified among similar content classes by the end of 2019-2020 school year.	3 out of 5 assessments will be identified among similar content classes by the end of the 2020-2021 school year.	5 out of 5 assessments will be identified among similar content classes by the end of 2021-2022 school year.

Priority Statement #2: A structured and comprehensive MTSS system will be established.

Measurable Goals	Quarterly Benchmark #1	Quarterly Benchmark #2	Quarterly Benchmark #3
A trained and functioning MTSS team will be established by June 2020.	By December 2019 an MTSS Team will be established.	By the end of February 2020 the MTSS will take a team assessment.	By the end of June 2020 the MTSS team will be trained.
The MTSS team will develop and implement the framework for the MTSS model by June 2022.	The MTSS team will develop a framework for implementation plan by June 2021.	The MTSS team will implement the framework by October 2021.	The MTSS team will monitor and adjust the implementation of the framework by June 2022.

Priority Statement #3: A strategic accountability system aligned to the district vision of teaching and learning will be established within our building.

Measurable Goals	Quarterly Benchmark #1	Quarterly Benchmark #2	Quarterly Benchmark #3
By the end of the 2021-2022 school year, a strategic accountability system, aligned to the district vision of teaching and learning, will be planned for implementation.	The ATSI committee will identify leadership for each subgroup by the end of November 2021	Leaders of the groups will conduct a needs assessment by the end of February 2022.	Leaders of each group will be trained and will plan for implementation by the end of May 2022.

IV. Action Plans

A. Evidence-Based Strategies

Once needs have been identified, the school improvement committee (in consultation with other stakeholders) will select evidence-based strategies that align with your priority statements that the school community has the capacity to implement. By using rigorous and relevant evidence and assessing the local capacity to implement the strategy (e.g., funding, staff, staff skills, stakeholder support), schools are more likely to implement interventions successfully.

For each measurable goal, identify an evidence-based strategy that has a high likelihood of success in your school.

Priority Statement #1: Instruction will be delivered and assessed aligned to the PA Standards with consistency between common classes

Measurable Goals	Evidence-Based Strategy
100% of core content area will develop a unified and department wide grading practice that is approved by administration by June 2020.	High quality and standards based curriculum and assessment
100% of core content areas will identify 5 common assessments among similar content classes with 100% fidelity by June 2022.	High quality standards based assessments

Priority Statement #2: A structured and comprehensive MTSS will be established.

Measurable Goals	Evidence-Based Strategy
A trained and functioning MTSS team will be established by June 2020.	Multi-Tier Support System (MTSS)
The MTSS team will develop and implement the framework for the MTSS model by June 2022.	Multi-Tier Support System (MTSS)

Priority Statement #3: A strategic accountability system aligned to the district vision of teaching and learning will be established within our building.

Measurable Goals	Evidence-Based Strategy
By the end of the 2021-2022 school year, a strategic accountability system aligned to the district vision of teaching and learning, will be planned for implementation.	Systems theory

B. Action Plan Steps

An Action Plan template is provided to develop action steps to meet each measurable goal.

Each Action Plan has these critical components for each Priority/Measurable Goal:

- Action Steps – List what is to be accomplished in each step.
- Material/Resources/Supports Needed
- Person/Position Responsible
- Implementation Timeline
- Anticipated Outputs – what do we want to accomplish within each Action Step?
- Monitoring/Evaluation Plan
- If a professional development action step or component of this goal, complete Professional Development Plan information template.

Expenditures:

Describe how funding will be used to implement the Action Plans. Include a brief description of each expenditure, funding source (Title 1, General fund, IDEA, etc.), and costs for each needed expenditure.

Professional Learning Opportunities:

The following information is to be completed for professional development components for each of the Priority Goals:

- Goal Statement – General Description of Presentation
- Audience
- Topics to be Included
- Evidence of Learning
- Anticipated Timeframe
- Lead Person/Position

School Level Action Plans

Priority #1 – Measurable Goal #1: 100% of core department areas will develop a unified and department wide grading practice that is approved by administration by June 2020.

Evidence-based Action Steps: Describe the evidence-based action steps to be taken to achieve this goal.

Action Steps	Materials/Resources/Supports Needed	Person(s)/Position Responsible	Implementation Timeline
Conduct a meeting with core department chairs to discuss expectations and rationale for common grading practices	Monthly department chair meeting	ATSI Committee	August Department Chair Meeting
Structure department meeting time	Monthly contractual department time, Department chair people	Department chair people, ATSI Committee	August 2019-June 2020
Department chair people will conduct a needs assessment for grading practices with their Department	Monthly contractual department time	Department chair people	August 2019 thru November 2019
Departments will identify specific components of a common department wide grading practice to the ATSI committee for review	Department chair people, access to Sapphire and department needs assessment, building administration	Department chair people	August 2019 through February 2020
Create a fidelity checklist	Fidelity checklist	ATSI Committee	By the end of semester 1 2019-2020 school year
Anticipated Outputs:			
Unified grading practice			
Monitoring/Evaluation Plan:			
Fidelity check list			

Expenditures: Describe briefly how funding will be used implement the action steps outlined for this goal.

Expenditure (Brief Description)	Funding Source	Cost

Professional Learning - Describe the Professional Development Plan to achieve this goal.

Professional Learning Goal: Researching best grading practices.

Audience	All core teachers and special education teachers
Topics to be Included	What do our grades represent? How do we define our common department wide grading practices?
Evidence of Learning	Common department wide grading practice
Anticipated Timeframe	Enter Start Date: August 2019 Anticipated Completion Date: June 2020
Lead Person/Position	ATSI Committee will provide department chair with resources

Professional Learning - Describe the Professional Learning Plan to achieve this goal.

Professional Learning Goal 2:

Audience	
Topics to be Included	
Evidence of Learning	
Anticipated Timeframe	Enter Start Date: Anticipated Completion Date:
Lead Person/Position	

Priority #1- Measurable Goal #2 100% of core content areas will identify 5 common assessments used within the grading practice of all core content areas among similar content classes with 100% fidelity by June 2022

Evidence-based Action Steps: Describe the evidence-based action steps to be taken to achieve this goal.

Action Steps	Materials/Resources/Supports Needed	Person(s)/Position Responsible	Implementation Timeline
Determine the different types of assessments that will be created	Support from administration, district approved curriculum, textbooks, Keystone question samplers, PA Core Standards, Webb's DOK; Curriculum Personnel	Department Chairs	August 2019-June 2020
Department chair in collaboration with the department members will structure and use monthly department meetings to develop first common assessment for similar content areas.	Support from administration, district approved curriculum, textbooks, Keystone question samplers, PA Core Standards, Webb's DOK; Curriculum Personnel	Department Chair	2019- 2020 School year
Department chair in collaboration with the department members will structure and use monthly department meetings to develop two common assessments for similar content areas.	Support from administration, district approved curriculum, textbooks, Keystone question samplers, PA Core Standards, Webb's DOK; Curriculum Personnel	Department Chair	2020-2021 school year
Department chair in collaboration with the department members will structure and use monthly department meetings to develop two common assessments for similar content areas.	Support from administration, district approved curriculum, textbooks, Keystone question samplers, PA Core Standards, Webb's DOK; Curriculum Personnel	Department Chair	2021-2022 school year
Create a fidelity checklist	Fidelity checklists	ATSI Committee	By the end of September 2019
Anticipated Outputs:			
Common assessments for similar content classes			
Monitoring/Evaluation Plan:			
Fidelity checklist			

Expenditures: Describe briefly how funding will be used to implement the action steps outlined for this goal.

Expenditure (Brief Description)	Funding Source	Cost

Professional Learning - Describe the Professional Learning Plan to achieve this goal.

Professional Learning Goal 1: Identify best practices for assessments

Audience	All core teachers and special education teachers
Topics to be Included	Developing Common Assessments
Evidence of Learning	Common Assessments
Anticipated Timeframe	Enter Start Date: August 2019 Anticipated Completion Date: June 2022
Lead Person/Position	ATSI committee will provide department chair with resources

Professional Learning - Describe the Professional Learning Plan to achieve this goal.

Professional Learning Goal 2:

Audience	
Topics to be Included	
Evidence of Learning	
Anticipated Timeframe	Enter Start Date: Anticipated Completion Date:
Lead Person/Position	

Priority #2 – Measurable Goal #1: A trained and functioning MTSS team will be established by June 2020.

Evidence-based Action Steps: Describe the evidence-based action steps to be taken to achieve this goal.

Action Steps	Materials/Resources/Supports Needed	Person(s)/Position Responsible	Implementation Timeline
Form MTSS Team	Staff members	ATSI committee	End of December
Complete MTSS: Self Assessment Survey	MTSS: Self Assessment Survey	ATSI committee	End of February 2020
Educate staff and team on MTSS framework	Training from IU20 personnel or district personnel	ATSI committee	End of June 2020
Anticipated Outputs:			
MTSS Team that has an understanding of what is MTSS			
Monitoring/Evaluation Plan:			
Check for understanding of the framework of MTSS			

Expenditures: Describe briefly how funding will be used to implement the action steps outlined for this goal.

Expenditure (Brief Description)	Funding Source	Cost
Training for staff members on the framework of MTSS	District	TBD
Training for the MTSS Team on the structure and purpose of the MTSS Team	District	TBD

Professional Learning - Describe the Professional Learning Plan to achieve this goal.

Professional Learning Goal 1: Staff members will be provided with an overview of the MTSS framework.

Audience	All staff members
Topics to be Included	Framework of MTSS
Evidence of Learning	Understanding of what MTSS is as communicated through an ATSI committee assessment tool
Anticipated Timeframe	Enter Start Date: Fall 2019 Anticipated Completion Date: End of December 2019

Lead Person/Position	IU 20 or district personnel
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Learning - Describe the Professional Learning Plan to achieve this goal.

Professional Learning Goal 2: MTSS training for the MTSS Team

Audience	MTSS Team
Topics to be Included	What is the purpose of the MTSS Team? How is the MTSS team structured?
Evidence of Learning	Understanding the purpose and structure of the MTSS Team as demonstrated through ATSI created assessment tool
Anticipated Timeframe	Enter Start Date: Spring semester 2020 Anticipated Completion Date: ongoing through June 2020
Lead Person/Position	District personnel, IU personnel

Priority #2 – Measurable Goal #2: The MTSS team will develop and implement the framework for MTSS by June 2022.

Evidence-based Action Steps: Describe the evidence-based action steps to be taken to achieve this goal.

Action Steps	Materials/Resources/Supports Needed	Person(s)/Position Responsible	Implementation Timeline
Develop MTSS roll out plan	Researching using resources	MTSS Team	2020-2021
Create a fidelity Checklist	Fidelity checklist	MTSS Team	2020-2021
Anticipated Outputs:			
MTSS building plan			
Monitoring/Evaluation Plan:			
Fidelity Checklist			

Expenditures: Describe briefly how funding will be used to implement the action steps outlined for this goal.

Expenditure (Brief Description)	Funding Source	Cost
MTSS Building Coordinator	District	\$80,000
Staffing for Tier 2 academic supports	District	TBD

Professional Learning - Describe the Professional Learning Plan to achieve this goal.

Professional Learning Goal 1	
Audience	
Topics to be Included	
Evidence of Learning	
Anticipated Timeframe	Enter Start Date: Anticipated Completion Date:
Lead Person/Position	

Professional Learning - Describe the Professional Learning Plan to achieve this goal.

Professional Learning Goal 2:

Audience	
Topics to be Included	
Evidence of Learning	
Anticipated Timeframe	Enter Start Date: Anticipated Completion Date:
Lead Person/Position	

Priority #3 – Measurable Goal #1: By the end of the 2021-2022 school year, a strategic accountability system aligned to the district vision of teaching and learning will be planned for implementation.

Evidence-based Action Steps: Describe the evidence-based action steps to be taken to achieve this goal.

Action Steps	Materials/Resources/Supports Needed	Person(s)/Position Responsible	Implementation Timeline
Educate ATSI Committee and staff on the strategic accountability system as aligned to the district vision of teaching and learning	Resources as obtained through central office personnel	Building administrative team, ATSI Committee	August 2019-June 2020
Identify leadership personnel and roles for each subgroup	Description of leadership roles	ATSI Committee	August 2020-November 2020
Identify staff members to participate in each subgroup to maximize staff talents	Staff members	ATSI Committee	November 2020-January 2021
Conduct a needs assessment within each subgroup	Needs assessment	ATSI Committee	January 2021-June 2021
Create a fidelity checklist	Fidelity checklist	ATSI Committee	August 2019- June 2020
Anticipated Outputs:			
Building level subgroups aligned to the district’s vision			
Monitoring/Evaluation Plan:			
Fidelity checklist			

Expenditures: Describe briefly how funding will be used to implement the action steps outlined for this goal.

Expenditure (Brief Description)	Funding Source	Cost

Professional Learning - Describe the Professional Learning Plan to achieve this goal.

Professional Learning Goal 1: Staff will be provided with the strategic accountability system that aligns to the districts vision of teaching and learning

Audience	All staff members
Topics to be Included	What is the strategic accountability system that aligns to the districts vision of teaching and learning?
Evidence of Learning	Understanding of the strategic accountability system as demonstrated on ATSI Committee assessment tool
Anticipated Timeframe	Enter Start Date: August 2020 Anticipated Completion Date: June 2021
Lead Person/Position	District personnel

Professional Learning - Describe the Professional Learning Plan to achieve this goal.

Professional Learning Goal 2:

Audience	
Topics to be Included	
Evidence of Learning	
Anticipated Timeframe	Enter Start Date: Anticipated Completion Date:
Lead Person/Position	

Priority #3 – Measurable Goal #2:

Evidence-based Action Steps: Describe the evidence-based action steps to be taken to achieve this goal.

Action Steps	Materials/Resources/Supports Needed	Person(s)/Position Responsible	Implementation Timeline
Anticipated Outputs:			
Monitoring/Evaluation Plan:			

Expenditures: Describe briefly how funding will be used to implement the action steps outlined for this goal.

Expenditure (Brief Description)	Funding Source	Cost

Professional Learning - Describe the Professional Learning Plan to achieve this goal.	
Professional Learning Goal 1:	
Audience	
Topics to be Included	
Evidence of Learning	
Anticipated Timeframe	Enter Start Date: Anticipated Completion Date:

Lead Person/Position	
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Professional Learning - Describe the Professional Learning Plan to achieve this goal.

Professional Learning Goal 2:

Audience	
Topics to be Included	
Evidence of Learning	
Anticipated Timeframe	Enter Start Date: Anticipated Completion Date:
Lead Person/Position	

V. Communications Plan for School Improvement

The success of a plan is how you communicate it to your staff, community, parents and students. Develop steps to communicate components of your plan to your various levels of stakeholders.

Communication Steps and Timelines:

Communication Strategies	Audience	Purpose of Message	Anticipated Timeline
Connect Ed messages	Parents	Communicate informative messages to parents	August 2019- August 2022
Social Media Accounts: Instagram and Twitter	Staff, students, parents and members of the North community	Share positive events that East Stroudsburg North Students are participating in	August 2019-August 2022
East Stroudsburg North High School Website	Staff, students, parents and members of the North community	Share information about upcoming events or new things that are occurring at High School North	August 2019- August 2022
Email	Staff	Share information and positive news that is occurring within the building	August 2019-August 2022
Faculty Meetings	Staff	Share vision, receive feedback, collaborate with colleagues	August 2019-June 2022

VI. Plan Submission

Affirmations

The Building Administrator, Superintendent/Chief Executive Officer and President of the School Board will affirm the following statements.

We affirm that our school has developed a School Improvement Plan based upon a thorough review of the essential practices to advance educational programs and processes and improve student achievement.

We affirm that the action plans that we will be implementing address our specific school needs, include strategies that provide educational opportunities and instructional strategies for all students and each of the student groups, increases the amount and quality of learning time, and provides equity in the curriculum which may include programs, activities, and courses necessary to provide a well-rounded education. These plans address the needs of all children in the school, but particularly the needs of those at risk of not meeting the challenging State academic standards.

We, the undersigned, hereby certify that the school level plan has been duly reviewed by the Building Administrator, Superintendent of Schools and formally approved by the district's Board of Education, per guidelines required by the Pennsylvania Department of Education.

We hereby affirm and assure the Secretary of Education that the school level plan:

- Addresses all the **required components** prescribed by the Pennsylvania Department of Education
- Meets **ESSA requirements**
- Reflects **evidence-based strategies that meet the three highest levels of evidence outlined in ESSA**
- Has a **high probability of improving student achievement**
- Has sufficient **LEA leadership and support to ensure successful implementation**

With this *Assurance of Quality & Accountability*, we, therefore, request that the Secretary of Education and the Pennsylvania Department of Education grant formal approval to implement the school level plan submitted by *(School Name)* _____ for the _____ - _____ school year.

Board Approval: *Date of Board Meeting:* _____

Board President:

Name (printed)

Signature/Date

Superintendent of Schools/Chief Executive Officer:

Name (printed)

Signature/Date

Building Administrator:

Name (printed)

Signature/Date

School Improvement Facilitator:

Name (printed)

Signature/Date

Scan and insert the signed Assurances Page:

School Improvement Plan – Guidelines and Process

I. School Level Narrative

School Building Information

Local Education Agency (LEA) Name

East Stroudsburg

School Building Name

East Stroudsburg High School South

4-Digit School Building Code

6935

School Street Address

279 North Courtland Street, East Stroudsburg PA 18332

A. School Improvement Committee

Committee Members and Positions in School/Community:

Name	Position/Role	Building/Group/Organization
Michael Catrillo	Principal	South HS
Kristin Lord	Assistant Principal/Parent	South HS
Amy Polmounter	Assistant Principal	South HS
Terrance Bomar	Dean of Students	South HS
Brian Boylan	Teacher	South HS
Kane Furst	Teacher	South HS
Amanda Signorello	Teacher	South HS
Gwen Jones	Teacher	South HS
Kate Lee	Teacher	South HS
Regina Brotherton	Teacher	South HS
Riley Mae	Security	South HS
Jane Feathermen	Support Staff-Paraprofessional	South HS
Deb Ecenbarger	Support Staff-Secretary	South HS

Name	Position/Role	Building/Group/Organization
Pat Connors	Support Staff-Paraprofessional	South HS
Joe Formica	School Counselor	South HS
Heather Piperato	Director of Secondary Education	Central Office
Ken Murphy	Teacher/Administrative Intern	South HS

Outline efforts school leaders took to ensure that the committee is comprised of a diverse group of stakeholders who are involved and invested in LEAs, schools, programs, and outcomes for students (leadership, teachers, parents, students, community partners, LEA leadership or staff, governing board leadership or designee, elected officials advocacy organizations).

The committee is comprised of a variety of teachers representing varied departments and years of service. The committee also includes paraprofessionals and a secretary to offer another unique view. In addition the team includes a security guard/coach and a teacher completing an administrative internship. Rounding out the team is a member of Central office. All involved have a strong connection to the school and are in positions to create positive change for students.

Describe the role of the committee in developing this school improvement plan, as well as the intended role of the committee in the implementation and monitoring of the plan.

The committee began with a thorough review of relevant data and analyzed data in small and large groups. From this the committee listed strengths and weaknesses and developed goals. The entire committee created an action plan and will be instrumental in both implementing and monitoring the plan's progress.

B. School Level Vision for Learning

Long-term Vision and the Measures of Success

<p>Long-Term Vision for Students <i>What will students know and be able to demonstrate upon leaving the school?</i></p>	<p>Measures of Success <i>How will you know you are on track to achieving your vision for students?</i></p>
<p>Students will be equipped with 21st century job skills and have the practice at applying the skills</p>	<p>Monitoring of lesson plans, curriculum revision and student produced assessments</p>
<p>Students will demonstrate positive character traits that can be used in the work force and for the overall improvement of society</p>	<p>Monitoring of PBS data, attendance and discipline</p>
<p>Students will be empowered to have a voice in decision making</p>	<p>Outcomes of various student empowerment opportunities in the classroom and schoolwide</p>

II. School Level Needs Assessment

A. Identified School Community Needs:

Describe how the LEA and school engaged in timely and meaningful consultation with a broad range of stakeholders (e.g., families, students, educators, community partners) and examined relevant data (e.g., student, educator, and community demographics; student achievement and growth; student and teacher attendance; student behavior; documents; classroom observations; surveys; focus groups; budget/allocation of finances) to understand the most pressing needs of students, educators, and/or other members of the school community and the potential root causes of those needs.

A variety of assessments were used in evaluating needs. An online survey was conducted for teachers, students and parents.
 Focus groups were held for special education students and teachers.
 Lesson plans and teacher schedules were reviewed.
 Keystone scores and indicators were reviewed.
 Attendance data and discipline data for special education students and all other student groups was reviewed.

B. Based on your data analysis, what are your data-supported strengths?

Strengths	Supporting Evidence from Needs Assessment
Staff have collective responsibility and freedom to make decisions.	Events, Teacher initiatives, DLC participation
Student centered philosophy is a priority with staff	CAV CORE, Student of the Month, SAFE, Liasons with community agencies, mentors, volunteer club advisors
Departments continue to innovate relevant curriculum in spite of no formal process in place	Curriculum offerings, lesson plans
Variety of course offerings with depth and breadth, flexible schedule and a variety of AP courses	Course offerings
In spite of outside influences, staff maintains high expectations and students rise to the occasion	Lesson plans, student outcomes

C. Based on your data analysis, what are your data-supported challenges? (You will need to identify two or three of these challenges that will be prioritized and addressed in this plan.) Check each challenge that will be a priority in your plan.

Challenges	Supporting Evidence from Needs Assessment	Priority for Planning	Primary Root Cause
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Foster a consistent culture of high expectations for all special education students	Student survey, PAYS data	Yes	Programming and lack of MTSS
Need to implement a multi tiered system of support (MTSS) for behavior and academics	MTSS does not exist	Yes	None being used
No systematic planning practice to ensure instruction is aligned and evidenced based	Teacher survey	No	No curriculum revision cycle
Professional learning is not designed to support the learning needs of staff	Teacher survey	Yes	No focused plan
No system in place to align curriculum, instruction and assessment to PA Standards	Curriculum guides, lack of revision cycle	Yes	No curriculum revision cycle

D. Established Priorities and Aligned Outcome Categories

Based on your prioritized challenges, develop, in specific detail, two to three high-leverage priority statements to focus your improvement plan. In drafting priority statements, your team will turn each prioritized challenge into an actionable statement that explains how the school plans to address the primary root cause of the challenge. Indicate which Outcome Category will be most directly impacted by focusing on the priority statement, by selecting the category that is best aligned to the priority statement from the drop-down menu under “Outcome Category.”

Priority Statements	Rationale	Outcome Category
1. Build leadership capacity and empower staff in the development and successful implementation of school improvement	All staff need to take ownership over school improvement	Essential Practices Condition 2 - Empower Leadership
2. Develop MTSS for academic, behavioral and emotional support	No formal system in place	Student Attendance
3. Develop a building based curriculum review process	No curriculum revision system in place.	Essential Practices Condition 1 - Focus on Continuous Improvement of Instruction

III. Measurable Goal Statements

Measurable Goals: Develop SMART Goals for each established Priority. To maintain focus on priorities, no greater than 2 measurable goals per priority is recommended.

Priority Statement #1: __.Build leadership capacity and empower staff in the development and successful implementation of school improvement

Measurable Goals	Quarterly Benchmark #1	Quarterly Benchmark #2	Quarterly Benchmark #3
Identify and set long and short term goals for newly established leadership committees	Establish teams	Collect data and set goals	Write implementation plans
Maintain current SIT team to coordinate leadership teams	Set immediate needs	Collect plans from committees	Analyze committee work

Priority Statement #2: _Develop MTSS for academic, behavioral and emotional support

Measurable Goals	Quarterly Benchmark #1	Quarterly Benchmark #2	Quarterly Benchmark #3
Establish the MTSS Team and develop training	Establish team	Schedule for training	Implement
Increase special education attendance and decrease discipline referrals	Review data and set benchmarks	Set strategies	Review data after implementation

Priority Statement #3: __Develop a building based curriculum review process

Measurable Goals	Quarterly Benchmark #1	Quarterly Benchmark #2	Quarterly Benchmark #3
Departments develop improvement plans	Needs assessment in department	Analysis of needs	List of recommendations

Building based curriculum improvements are implemented	Consult with North and 8 th grade	Present to Curriculum Director and Assistant Superintendent	Implent plan

IV. Action Plans

A. Evidence-Based Strategies

Once needs have been identified, the school improvement committee (in consultation with other stakeholders) will select evidence-based strategies that align with your priority statements that the school community has the capacity to implement. By using rigorous and relevant evidence and assessing the local capacity to implement the strategy (e.g., funding, staff, staff skills, stakeholder support), schools are more likely to implement interventions successfully.

For each measurable goal, identify an evidence-based strategy that has a high likelihood of success in your school.

Priority Statement #1: Build leadership capacity and empower staff in the development and successful implementation of school improvement

Measurable Goals	Evidence-Based Strategy
Identify and set long and short term goals for newly established leadership committees	Teacher empowerment and collaboration
Maintain current SIT team to coordinate leadership teams	Teacher empowerment and collaboration

Priority Statement #2: Develop MTSS for academic, behavioral and emotional support

Measurable Goals	Evidence-Based Strategy
Establish the MTSS Team and develop training	Reinforcing effort/Providing recognition Developing high expectations for all students

Increase special education attendance and decrease discipline referrals	Reinforcing effort/Providing recognition Developing high expectations for all students
---	---

Priority Statement #3: Develop a building based curriculum review process

Measurable Goals	Evidence-Based Strategy
Departments develop curriculum improvement plans	Setting objectives
Building based curriculum improvements are implemented	Developing high expectations for all students

B. Action Plan Steps

An Action Plan template is provided to develop action steps to meet each measurable goal.

Each Action Plan has these critical components for each Priority/Measurable Goal:

- Action Steps – List what is to be accomplished in each step.
- Material/Resources/Supports Needed
- Person/Position Responsible
- Implementation Timeline
- Anticipated Outputs – what do we want to accomplish within each Action Step?
- Monitoring/Evaluation Plan
- If a professional development action step or component of this goal, complete Professional Development Plan information template.

Expenditures:

Describe how funding will be used to implement the Action Plans. Include a brief description of each expenditure, funding source (Title 1, General fund, IDEA, etc.), and costs for each needed expenditure.

Professional Learning Opportunities:

The following information is to be completed for professional development components for each of the Priority Goals:

- Goal Statement – General Description of Presentation
- Audience,
- Topics to be Included
- Evidence of Learning
- Anticipated Timeframe
- Lead Person/Position

School Level Action Plans

Priority #1 – Measurable Goal #1: Identify and set long and short term goals for newly established leadership committees

Evidence-based Action Steps: Describe the evidence-based action steps to be taken to achieve this goal.

Action Steps	Materials/Resources/Supports Needed	Person(s)/Position Responsible	Implementation Timeline
Establish committees and chairs	Teachers	Catrillo and SIT Team	Summer 19
Inform staff about Strategic Doing and Skill Analysis of their skills	Teacher	Polmounter and Lord	June 19
Committee develop actions plans	Templates	Administrative Team	August 19
Plans submitted to SIT team	Plans	SIT TEAM	Fall 19
Anticipated Outputs:			
The following Leadership Teams: PBIS, MTSS, Tech Integration, New Students, Student Empowerment, Full Time Emotional Support and Emotional Support Programs, Data Team, Parent Involvement, Community Outreach, Professional Development, Paraprofessional Empowerment, Curriculum Improvement Actions plans for long and short term			
Monitoring/Evaluation Plan:			
Review by SIT Team.			

Expenditures: Describe briefly how funding will be used implement the action steps outlined for this goal.

Expenditure (Brief Description)	Funding Source	Cost
none		

Professional Learning - Describe the Professional Development Plan to achieve this goal.	
Professional Learning Goal: Understand self analysis of skills and developing realistic, doable action plans	
Audience	All staff
Topics to be Included	Skill analysis, collaboration and action plans
Evidence of Learning	Action plans
Anticipated Timeframe	Enter Start Date:Aug 2019 Anticipated Completion Date:Dec 2019
Lead Person/Position	Catrillo

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Professional Learning - Describe the Professional Learning Plan to achieve this goal.	
Professional Learning Goal 2:	
Audience	
Topics to be Included	
Evidence of Learning	
Anticipated Timeframe	Enter Start Date: Anticipated Completion Date:

Lead Person/Position	
----------------------	--

Priority #1- Measurable Goal #2: _Maintain current SIT team to coordinate leadership teams

Evidence-based Action Steps: Describe the evidence-based action steps to be taken to achieve this goal.

Action Steps	Materials/Resources/Supports Needed	Person(s)/Position Responsible	Implementation Timeline
Schedule regular meetings	Substitutes for teachers	Castillo	2019-20
Evaluate action plans and review implementation	Substitutes for teachers	SIT TEAM	2019-20
Celebrate success	Varied	SIT TEAM	2019-20
Anticipated Outputs:			
SIT Committee coordination			
Monitoring/Evaluation Plan:			
Implementation of programs and plans			

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Expenditures: Describe briefly how funding will be used to implement the action steps outlined for this goal.

Expenditure (Brief Description)	Funding Source	Cost
Possible minor expense for celebrations	PBS fund	

Professional Learning - Describe the Professional Learning Plan to achieve this goal.

Professional Learning Goal 1: Collaboration as a team

Audience	SIT Team
Topics to be Included	Team building
Evidence of Learning	Productive meetings
Anticipated Timeframe	Enter Start Date: Fall 2019 Anticipated Completion Date: Fall 2019
Lead Person/Position	Castillo

Professional Learning - Describe the Professional Learning Plan to achieve this goal.

Professional Learning Goal 2:

Audience	
Topics to be Included	
Evidence of Learning	
Anticipated Timeframe	Enter Start Date: Anticipated Completion Date:
Lead Person/Position	

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Priority #2 – Measurable Goal #1: _Establish the MTSS Team and develop training

Evidence-based Action Steps: Describe the evidence-based action steps to be taken to achieve this goal.

Action Steps	Materials/Resources/Supports Needed	Person(s)/Position Responsible	Implementation Timeline
Using skill analysis select members of the team	Skill analysis sheets	Polmouter and Lord	June 19
Visit schools with successful programs	Transportation	Team Leaders	Fall 19
Connect with IU for support	IU staff	Catrillo	Fall 19
Send team members to PATTAN training for behavior management	Transportation	Administrative Team	2019-20
Conduct a self assessment	IU checklist	Administrative Team	Fall 19
Anticipated Outputs:			
Creation of action plan			
Monitoring/Evaluation Plan:			
Team up and running in the 20-21 school year			

Expenditures: Describe briefly how funding will be used to implement the action steps outlined for this goal.

Expenditure (Brief Description)	Funding Source	Cost
Transportation to schools and training	General budget	100.00
Hire a teacher or counselor to coordinate program	Staffing budget or grant	75,000

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Professional Learning - Describe the Professional Learning Plan to achieve this goal.

Professional Learning Goal 1: MTSS procedures	
Audience	Team members
Topics to be Included	Tier 2 supports, check in check out, mentoring
Evidence of Learning	Creation of programs
Anticipated Timeframe	Enter Start Date: Aug 2019 Anticipated Completion Date: June 2020
Lead Person/Position	Team leader

Professional Learning - Describe the Professional Learning Plan to achieve this goal.

Professional Learning Goal 2:	
Audience	
Topics to be Included	
Evidence of Learning	
Anticipated Timeframe	Enter Start Date: Anticipated Completion Date:
Lead Person/Position	

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Priority #2 – Measurable Goal #2: Increase special education attendance and decrease discipline referrals

Evidence-based Action Steps: Describe the evidence-based action steps to be taken to achieve this goal.

Action Steps	Materials/Resources/Supports Needed	Person(s)/Position Responsible	Implementation Timeline
Develop incentives for students	incentives	PBS Team	19-20
Develop Tier approach to interventions	Plan	PBS and MTSS Teams	19-20
Develop grade level homerooms	Sapphire	Polmounter and Catrillo	Summer 19
Anticipated Outputs:			
Improved attendance and discipline			
Improved graduation rate			
Monitoring/Evaluation Plan:			
Data of discipline and attendance			

Expenditures: Describe briefly how funding will be used to implement the action steps outlined for this goal.

Expenditure (Brief Description)	Funding Source	Cost
Incentives	PBS funds	2000.00

Professional Learning - Describe the Professional Learning Plan to achieve this goal.

Professional Learning Goal 1: Developing incentives	
Audience	Staff
Topics to be Included	Types of incentives, motivation of students
Evidence of Learning	Attendance and discipline data
Anticipated Timeframe	Enter Start Date: Fall 2019 Anticipated Completion Date: Spring 2021
Lead Person/Position	PBS Team Leaders

Professional Learning - Describe the Professional Learning Plan to achieve this goal.

Professional Learning Goal 2: Mentoring in homeroom	
Audience	Staff
Topics to be Included	Effective mentoring, leading character discussions
Evidence of Learning	Lesson plans for homeroom
Anticipated Timeframe	Enter Start Date: Fall 2019 Anticipated Completion Date: Spring 2021
Lead Person/Position	PBS Team Leaders

Priority #3 – Measurable Goal #1: ___ Departments develop curriculum improvement plans

Evidence-based Action Steps: Describe the evidence-based action steps to be taken to achieve this goal.

Action Steps	Materials/Resources/Supports Needed	Person(s)/Position Responsible	Implementation Timeline
Departments conduct needs assessment	Needs assessment	Department Chair	Fall 2019
Create department goals and action plans	Action plan	Department Chair	Fall 2019
Meet with North counterparts	Time	Catrillo and Central Office	Fall 2019
Meet with 8 th grade counterparts	Time	Catrillo and Central Office	Fall 2019
Anticipated Outputs:			
Plans for improvement			
Monitoring/Evaluation Plan:			
Implementation of plans			

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Expenditures: Describe briefly how funding will be used to implement the action steps outlined for this goal.

Expenditure (Brief Description)	Funding Source	Cost
Additional supplies and equipment	General budget	2500-5000

Professional Learning - Describe the Professional Learning Plan to achieve this goal.

Professional Learning Goal 1:

Current trends, standards and 21 st century skills	
Audience	Departments
Topics to be Included	Trends, State Standards, 21 st Century Skills, Student engagement
Evidence of Learning	Improvement plans
Anticipated Timeframe	Enter Start Date:Fall 2019 Anticipated Completion Date:Spring 2021
Lead Person/Position	Department Chairs

Professional Learning - Describe the Professional Learning Plan to achieve this goal.

Professional Learning Goal 2:

Technology intergration	
Audience	Departments
Topics to be Included	Chromebooks, Using cellphones, SAMR
Evidence of Learning	Lesson plans
Anticipated Timeframe	Enter Start Date:Fall 2019 Anticipated Completion Date:Spring 2021
Lead Person/Position	Tech Coaches

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Priority #3 – Measurable Goal #2: Building based curriculum improvements are implemented

Evidence-based Action Steps: Describe the evidence-based action steps to be taken to achieve this goal.

Action Steps	Materials/Resources/Supports Needed	Person(s)/Position Responsible	Implementation Timeline
Share improvement plans with North HS	Time	Department Chair	Spring 19
Present plans to appropriate Central Office staff	Plan	Department Chair	Spring 19
Discuss budget implications with principal	Budget	Department Chair	November 19
Discuss scheduling implications with Ms. Polmouter	Master schedule	Department Chair	January 20
Anticipated Outputs:			
Improved programs			
Monitoring/Evaluation Plan:			
Student success in programs			

Expenditures: Describe briefly how funding will be used to implement the action steps outlined for this goal.

Expenditure (Brief Description)	Funding Source	Cost
Materials for implementation	General Budget	2000-5000

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Professional Learning - Describe the Professional Learning Plan to achieve this goal.

Professional Learning Goal 1: Educate department members on new content area strategies

Audience	Department
Topics to be Included	Evidence based strategies
Evidence of Learning	Lesson plans
Anticipated Timeframe	Enter Start Date: Spring 20 Anticipated Completion Date: Spring 21
Lead Person/Position	Department chair and Professional Development Chair

Professional Learning - Describe the Professional Learning Plan to achieve this goal.

Professional Learning Goal 2:

Audience	
Topics to be Included	
Evidence of Learning	
Anticipated Timeframe	Enter Start Date: Anticipated Completion Date:

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Lead Person/Position	
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V. Communications Plan for School Improvement

The success of a plan is how you communicate it to your staff, community, parents and students. Develop steps to communicate components of your plan to your various levels of stakeholders.

Communication Steps and Timelines:

Communication Strategies	Audience	Purpose of Message	Anticipated Timeline
Faculty Meetings	Staff	To empower	Fall 2019
Post on Website	Students, parents and community	To educate	Summer 2019
Monthly Newsletter from various committees through email, Sapphire and Connect Ed	Students	To keep informed To gain involvement	2019-20
Develop a social media plan- Twitter, Facebook	All stakeholders	To keep informed and develop pride and support To gain involvement	

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VI. Plan Submission

Affirmations

The Building Administrator, Superintendent/Chief Executive Officer and President of the School Board will affirm the following statements.

We affirm that our school has developed a School Improvement Plan based upon a thorough review of the essential practices to advance educational programs and processes and improve student achievement.

We affirm that the action plans that we will be implementing address our specific school needs, include strategies that provide educational opportunities and instructional strategies for all students and each of the student groups, increases the amount and quality of learning time, and provides equity in the curriculum which may include programs, activities, and courses necessary to provide a well-rounded education. These plans address the needs of all children in the school, but particularly the needs of those at risk of not meeting the challenging State academic standards.

We, the undersigned, hereby certify that the school level plan has been duly reviewed by the Building Administrator, Superintendent of Schools and formally approved by the district's Board of Education, per guidelines required by the Pennsylvania Department of Education.

We hereby affirm and assure the Secretary of Education that the school level plan:

- Addresses all the **required components** prescribed by the Pennsylvania Department of Education
- Meets **ESSA requirements**
- Reflects **evidence-based strategies that meet the three highest levels of evidence outlined in ESSA**
- Has a **high probability of improving student achievement**
- Has sufficient **LEA leadership and support to ensure successful implementation**

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With this *Assurance of Quality & Accountability*, we, therefore, request that the Secretary of Education and the Pennsylvania Department of Education grant formal approval to implement the school level plan submitted by (*School Name*) _____ for the _____ - _____ school year.

Board Approval: *Date of Board Meeting:* _____

Board President:

Name (printed)

Signature

Date

128

Superintendent of Schools/Chief Executive Officer:

Name (printed)

Signature

Date

Building Administrator:

Name (printed)

Signature

Date

School Improvement Facilitator:

Name (printed)

Signature

Date

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Scan and insert the signed Assurances Page:

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**EAST STROUDSBURG AREA SCHOOL DISTRICT
SENIOR HIGH SCHOOL – NORTH**

279 Timberwolf Drive • Dingmans Ferry, Pennsylvania 18328 • (570) 588-4420 • Fax # (570) 588-4421

Benjamin J. Brenneman
Principal

Joshua Fuller
Assistant Principal

Renee Stevens
Assistant Principal

Ryan DeLong
Dean of Students

Date: May 10, 2019

To: Pocono Hills Golf Course at The Villas

From: East Stroudsburg Area School District North Athletic Office

Re: Facility Agreement for 2019 East Stroudsburg North Golf Team

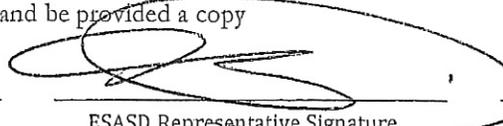
This is a memorandum of the understanding between the East Stroudsburg Area School District and Pocono Hills Golf Course at the Villas for the 2019-2020 School Year.

- Pocono Hills will donate the use of its entire facility, meaning its clubhouse, parking area, and 18-hole golf course to the East Stroudsburg North Golf Team during the 2019-20 school year at no cost to the district, at those dates and times as Pocono Hills and the School District may agree per the terms below. This donation includes a golf cart for the coach at all practices and home competitions, and accessibility for the school district and visiting team(s) during the season. The School District will incur no charges for regular maintenance of any portion of the Pocono Hills facility.
- Any day that a coach is present at Pocono Hills with any student-athletes will be considered a practice or intramural day and no facility fees will be assessed to School District coaches or student athletes.
- Players on the Golf Team are allowed to use the facility before and after the season with the understanding that they will have to pay the usual student rate of \$19.00 for use of play. Any guests that accompany the golf team members will be required to pay normal greens and cart fees per Pocono Hill's established pricing. It is also understood that the golf team members will not hold a practice on Fridays, Saturdays or Sundays and golf team members will pay normal greens and cart fees if they choose to book tee times over these three days.
- The East Stroudsburg North Golf Team agrees to follow all rules and regulations set forth by Pocono Hills.
- The East Stroudsburg North Golf Team agrees to purchase its golf balls, gloves and tees from the Pocono Hills Proshop as needed for the duration of the season.
- The East Stroudsburg Area School District North Athletic Director agrees to work with Pocono Hills Golf Course at the Villas regarding the team schedule and play dates as to not interfere with outings scheduled at the Pocono Hills Course. All final scheduling determinations are solely at the discretion of Pocono Hills Golf Course at the Villas, which discretion will not be unreasonable exercised.

This is a one year agreement between the East Stroudsburg Area School District and the Pocono Hills Golf Course at the Villas. This will be renewed yearly as long as both parties agree to the terms of the agreement. Both Parties will sign this agreement and be provided a copy



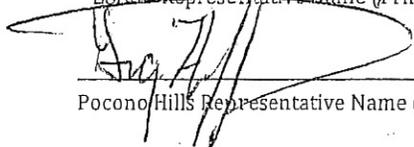
ESASD Representative Name (Print)



ESASD Representative Signature

6/11/19

Date



Pocono Hills Representative Name (Print)

Amenities Manager

Pocono Hills Representative Signature
Greg Huffman

6/10/19

Date

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

EAST STROUDSBURG AREA SCHOOL DISTRICT



East Stroudsburg Area Senior High School-South

279 North Courtland Street
East Stroudsburg, PA 18301
570.424.8471 Fax: 570.420-8338

Mrs. Denise Rogers
Athletic Director

TO: Wolf Hollow at the Water Gap Country Club
FROM: East Stroudsburg Area School District Athletic Office
DATE: May 21, 2019
SUBJECT: Facility Agreement for 2019 East Stroudsburg South Golf Team

This is a memorandum of understanding between the East Stroudsburg Area School District and Wolf Hollow at the Water Gap Country Club for the 2019-2020 School Year.

- Wolf Hollow will donate the use of its entire facility, meaning its clubhouse, parking area, driving range and practice greens, and 18-hole golf course to the East Stroudsburg South Golf Team during the 2019-2020 school year at no cost to the district. This donation includes a golf cart for the coach at all practices and home competitions, and accessibility for the School District and visiting team(s) on match days during the season. The School District will incur no charges for regular maintenance of any portion of the Wolf Hollow facility.
- Any day that a coach is present at Wolf Hollow with any student-athletes will be considered a practice day or intramural day and no facility fees will be assessed to School District coaches or student athletes.
- Players on the golf team are allowed to use the facility before and after the season with the understanding that they will have to: 1.) Pay an \$18.00 cart fee for 18 holes of golf and a \$10.00 cart fee for 9 holes of golf and 2.) Present a current driver's license. Any guests that accompany the golf team members will be required to pay the normal greens and cart fees per Wolf Hollow's established pricing. It is also understood that the golf team members do not book tee times prior to 12:00 p.m. on weekends without payment of normal greens and cart fees.
- The East Stroudsburg South Golf Team agrees to follow all rules and regulations set forth by Wolf Hollow.
- The East Stroudsburg South Golf Team agrees to purchase its golf balls, gloves and range balls from the Wolf Hollow Pro Shop as needed for the duration of the season.
- The East Stroudsburg Area School District Athletic Director agrees to work with Wolf Hollow at the Water Gap Country Club regarding the team schedule and play dates as to not interfere with outings scheduled at the Country Club. All final scheduling determinations are solely at the discretion of Wolf Hollow; which discretion will not be unreasonably exercised.

This is a one-year agreement between the East Stroudsburg Area School District and Wolf Hollow at the Water Gap Country Club. This will be renewed yearly as long as both parties agree to the terms of the agreement. Both parties will sign this agreement and be provided a copy.

ESASD Representative Name (Print)

Bill Lee

Wolf Hollow Representative Name (Print)

ESASD Representative Signature

Bill Lee

Wolf Hollow Representative Signature

Date

5/21/19

Date

**Pennsylvania School-Based ACCESS Program (SBAP)
Local Education Agency Agreement to Participate
FY 2019 – 2020**

The School-Based ACCESS Program (SBAP) is administered by the Department of Human Services (DHS) and its contractors, Public Consulting Group (PCG) and Sivic Solutions Group (SSG).

The _____ (LEA name) agrees to participate in the SBAP by signature of its authorized representative below, and acknowledges that it will:

- **Comply** with all applicable State and Federal statutes and regulations, and policies which pertain to participation in the Pennsylvania Medical Assistance (MA) Program; and
- **Assign** a representative of the LEA to participate in SBAP training designated as mandatory; and
- **Participate** in the Random Moment Time Study (RMTS); and
- **Submit** compensable direct service claims; and
- **Complete** annual cost reconciliation/cost settlement of direct service claiming.

Direct Service Claiming Process and Fees:

All claims paid under the SBAP will be deposited into a restricted receipt account managed by the Commonwealth’s Comptroller Operations.

Monthly processing fees will be deducted from the LEA’s restricted receipt account and remitted to PCG.

Dates of Service 7/1/19 to 6/30/20	
Direct Service	\$0.33/claim
Transportation	\$0.19/claim

Funds can be withdrawn by submitting PDE Form 352 (School Age) or 352 M (for EI programs) to the Pennsylvania Department of Education, Bureau of Special Education along with a brief description of the intended use of the funds. Funds must be used to enhance and supplement the special education program within the LEA.



Medicaid Administrative Claim (MAC) Process and Fees:

The LEA must receive direct service claiming reimbursement in order to receive and retain MAC reimbursement.

The LEA will provide the information and data to PCG which is needed to conduct the three (3) quarterly time studies.

The LEA will receive 25% of documented and approved administrative costs less PCG's processing fee associated with administrative claiming.

PCG's processing fee for each billable administrative claim unit submitted under the program is 50% of the LEA share, up to a maximum of \$500, per quarter. (For example, if the LEA share is \$600.00, the processing fee will be \$300.00)

DHS will receive 25% of the documented and approved administrative costs.

MAC payments are issued via direct deposit to the bank account identified by the LEA and not deposited in its restricted receipt account.

Signature of LEA Representative: _____

Printed Name: _____

Title: _____ Date: _____

**RETURN COMPLETED FORM TO PCG VIA
FAX (717) 884-7799 OR EMAIL SBAPsupport@pcgus.com**



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

Mr. Stephen C. Zall
Director of Human Resources

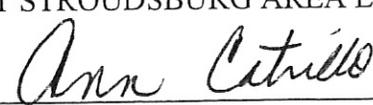
East Stroudsburg Area School District
Article II - Bargaining Unit
Memorandum of Understanding

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) Adding School Psychologists to the bargaining unit membership as outlined in Article II of the current bargaining agreement
- B) Any School Psychologist(s) accreted into the bargaining unit from an intermediate unit by virtue of Transferred Programs and Classes shall be governed by the Pennsylvania School Code (24 PS 11 – 1113).
- C) Association and District agree to file jointly a Unit Clarification with the Pennsylvania Labor Relations Board.
- D) This agreement shall neither constitute a new practice nor nullify an existing past practice.

EAST STROUDSBURG AREA SCHOOL DISTRICT

_____ Date: 6/12/19

EAST STROUDSBURG AREA EDUCATION ASSOCIATION

_____ Date: 6/11/19

Rev: 5/23/19

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East Stroudsburg Area School District
East Stroudsburg, PA 18301



**ADMINISTRATIVE
COMPENSATION
PLAN**

for

2019-2020 through 2023-2024

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Adoption

To comply with Pennsylvania law and to provide for a management team philosophy, the East Stroudsburg Area School District, after Meeting and Discussing with School Administrators, adopts the following Compensation Plan for 2019-2020 through 2023-2024 approved by the East Stroudsburg Area School District Board of Education at its regularly scheduled meeting of June 24, 2019.

East Stroudsburg Area School District Board of Education

Lisa Van Why, President

Patricia Rosado, Secretary

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Rationale

Pennsylvania law “24 PS 11-1164 Compensation Plans for School Administrators” states:

- (a) As used in this section, the following words will have the following meanings:
- “Administrative compensation” shall mean administrator salaries and fringe benefits and shall include any board decision that directly affects administrator compensation such as administrative evaluation and early retirement programs.
 - “School administrator” shall mean any employee of the school entity below the rank of district superintendent, executive director, director of vocational-technical school, assistant district superintendent or assistant executive director, but including the rank of first level supervisor, who by virtue of assigned duties is not in a bargaining unit of public employees as created under the act of July 23, 1970 (P.L. 563, No. 195), known as the “Public Employee Relations Act.” However, this definition shall not apply to anyone who has the duties and responsibilities of the position of business manager or personnel director, but not to include principals.
 - “School employer” shall mean a board of school directors, the area vocational-technical school board of directors or the intermediate unit board of school directors as defined in this act.
- (b) The purpose of this section is to provide a means by which compensation matters affecting school administrators can be resolved within the framework of a management team philosophy.
- (c) School employers, upon the written request of a majority of the school administrators in the district, shall be required to meet and discuss in good faith with the school administrators an administrator compensation prior to adoption of the compensation plan.
- (d) School employers shall be required to adopt written administrator compensation plans which shall apply to all eligible school administrators, as provided in the section, and which shall continue in effect until a time specified in the compensation plan, but in no event for less than one school year.
- (e) An administrator compensation plan adopted pursuant to this section shall include, but not be limited to, the following items:
1. A description of the program determining administrative salaries.
 2. Salary amounts or a salary schedule.
 3. A listing of fringe benefits.
- (f) School employers and school administrators shall continue to be subject to the act of June 30, 1947 (P.L. 1183, No. 492), referred to as the Public Employee Anti-Strike Law.

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Administrator Definitions

The term “Administrator” shall include the following positions for the purpose of this Plan:

Act 93 Administrators

Access Coordinator
Assistant Financial Officer
Assistant Director of Transportation
Assistant to the Superintendent
Coordinator of Administrative Services
Coordinator of Federal Grants and Programs
Director of Administrative Services
Director of Food Services
Director of Instructional Technology
Director of Facilities
Director of Transportation
Director(s) of Pupil Services
Director of School Police/School Safety and Security Coordinator
Elementary School Assistant Principal(s)
Elementary School Principal(s)
High School Assistant Principal(s)
High School Principal(s)
Intermediate School Assistant Principal(s)
Intermediate School Principal(s)
Supervisor(s) of Special Education
Social Services Coordinator(s)

Term of Plan

From July 1, 2019 until June 30, 2023 with administrative salaries and benefits established by the Board of Education as set forth herein.

If a new Compensation Plan for any fiscal year beyond this Plan has not been developed and approved prior to the end of this Plan, all salaries and fringe benefits will continue in force without reduction or loss of coverage until such time as a new Compensation Plan is developed and approved.

Any references to “salary”, “benefits”, “year”, “annual work year” or the like, and any calculations to be made in connection therewith, are to be based upon the District’s fiscal year which begins July 1 and ends June 30.

Starting Salary

The starting salary shall be pro-rated based on start date and years of experience/service:

<u>Position</u>	<u>2019-20</u>	<u>2020-21</u>	<u>2021-22</u>	<u>2022-23</u>	<u>2023-24</u>
Assistant Elementary Principal	\$71,891	\$71,891	\$72,610	\$72,610	\$73,336
Assistant Intermediate Principal	\$78,040	\$78,040	\$78,820	\$78,820	\$79,609
Assistant High School Principal	\$85,000	\$85,000	\$85,850	\$85,850	\$86,709
Assistant to the Superintendent	\$117,059	\$117,059	\$118,230	\$118,230	\$119,412
Elementary Principal	\$91,762	\$91,762	\$92,680	\$92,680	\$93,606
Intermediate Principal	\$98,000	\$98,000	\$98,980	\$98,980	\$99,970
High School Principal	\$105,000	\$105,000	\$106,050	\$106,050	\$107,111
Cyber School Principal	\$91,762	\$91,762	\$92,680	\$92,680	\$93,606
Director of School Police/School Safety and Security Coordinator	\$78,040	\$78,040	\$78,820	\$78,820	\$79,609
Director (Certified)	\$85,000	\$85,000	\$85,850	\$85,850	\$86,709
Director (Non-Certified)	\$78,040	\$78,040	\$78,820	\$78,820	\$79,609
Assistant Director	\$71,891	\$71,891	\$72,610	\$72,610	\$73,336
Supervisor	\$71,891	\$71,891	\$72,610	\$72,610	\$73,336
Coordinator	\$61,317	\$61,317	\$61,930	\$61,930	\$62,549

New hires with years of experience within the appointed position, may be compensated using the scale below.

Years of Service

Percentage above the listed starting salary.

0 – 1	0%
2 – 3	1%
4 – 5	2%

Workdays

The annual work year for administrators shall be each teacher workday and Mondays through Fridays during the summer recess (except for Independence Day holiday).

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Within any particular workweek an Act 93 employee may work a compressed schedule whereby reducing the number of days in the regularly scheduled workweek. This flexible time schedule will not impact the regularly accrued vacation time. Flex time will be at the discretion of the Superintendent.

Compensation (Benefits)

Extension of Benefits

The Board shall provide the employee benefits provided in the existing contract and associated memorandums of understanding with East Stroudsburg Education Association.

The following benefits are provided:

Sick Leave

Administrative sick leave for twelve-month employees shall be twelve (12) days per year and will be accumulative without ceiling.

Attendance Incentive

As an incentive, starting July 1, 2019, for all Administrators to improve and maintain attendance at a high level and to forego unnecessary absence, the following monetary incentive will be paid:

- A. Administrators that utilize zero (0) days of sick leave for a full contracted school year, a monetary incentive in the amount of three hundred Fifty (\$350.00) dollars will be paid in the following fiscal year.
- B. In A above, employees who are absent due to suspension for cause or any unpaid leave will be ineligible for the incentive.

Term Life Insurance

Term life insurance policy equal in value to 2-1/2 times the annual salary shall be provided. This policy will be maintained on all retired administrators with either twenty (20) years of total service in the East Stroudsburg Area School District or at least 10 years of administrative service in the East Stroudsburg Area School District until age 65, but not exceed the number of years accrued in administrative service within the District and will be based upon the annual salary in effect at the time of retirement.

Retired administrators over the age of 65 will have the option of maintaining their policy by paying the premium to the District. Active administrators will have the option of increasing their coverage by paying the premium to the district.

Vacation

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During the first year of employment, administrators will accrue vacation time which will be awarded as earned vacation on the July 1st following their hiring. In the event that vacation time is needed prior to it being accrued in the first year, requests may be submitted for a approval by the superintendent for use in advance. Any vacation days used in advance would be deducted from the years allotment, not to exceed the total amount awarded. Accrued vacation days (vacation days not yet awarded as earned) are payable upon separation from the District. Earned vacation days after the first partial or full year of service shall be awarded as follows:

<u>Month of Hire</u>	<u>Earned Days</u>
July	20
August	18
September	17
October	15
November	13
December	12

<u>Month of Hire</u>	<u>Earned Days</u>
January	10
February	8
March	7
April	5
May	3
June	2

After each subsequent year of service, twenty (20) vacation days will be awarded as of July 1. Vacation leave shall be requested and approved in advance by the Superintendent. Upon separation from the District, each administrator shall be compensated for any unused vacation days at his or her respective daily rate of pay based on 261 workdays.

Any administrator who has accumulated more than forty-five (45) days of vacation leave as of September 1 of each year will have the option to convert up to ten (10) vacation days to a 403(b) tax sheltered account at the administrator's current daily per diem rate and have the balance of the excess days converted to his/her sick leave bank. Vacation days converted to sick days for this purpose shall not cause the sick leave balance to exceed 261 days, but shall be paid at their respective daily rate of pay based upon 261 workdays.

Bereavement Leave

Death of Spouse, Parent, Child

Up to five (5) consecutive work days leave of absence will be allowed by this agreement for a husband, wife, mother, father, son, daughter, step-father, step-mother, step-son, or step-daughter.

Death of Immediate Family

Up to three (3) consecutive work days leave of absence will be allowed by this Agreement. Members of the immediate family shall be defined as a brother, sister, parent-in-law, son-in-law, daughter-in-law, grandchild, grandfather, grandmother or near relative who resides in the same household, or any person with whom the employee has made his/her home. This leave can only be used to attend the funeral and/or attend to the affairs of the deceased.

Death of a Near Relative

One (1) days leave of absence will be allowed in the event of the death of a near relative by this Agreement. A near relative shall be defined as first cousin, aunt, uncle, niece, nephew, brother-in-law, or sister-in-law. This leave can only be used to attend the funeral and/or attend to the affairs of the deceased.

Healthcare Insurance

The Board agrees to provide a group healthcare (medical & prescription) plan for each employee and his/her eligible dependents as outlined in Appendix A of this document. This healthcare plan shall become effective as soon as approved by either the Support Staff or the Professional Staff, but no later than July 1, 2016. Until the new healthcare plan becomes effective, administrators will be covered under the current healthcare plan. Subsequent to Board approval, healthcare carriers may be changed provided there is no diminution of the current benefit levels. However, the Board shall not be responsible for changes made unilaterally by the current carrier or changes mandated by applicable federal and/or state laws and regulations.

Healthcare Premium Share

Employees' premium share for their selected medical/prescription coverage shall be 10% of the annual premium actuarially determined COBRA rates (less the 2% administrative fee).

The annual healthcare premium share will be divided by the number of pay periods to determine the per pay deduction. In the event an employee continues District medical/prescription coverage while on unpaid leave, the employee will be required to pay the District their respective premium share.

Health Insurance After Retirement

All eligible retired administrators shall receive single coverage health insurance at the level provided for all other staff or until an individual becomes eligible for Medicare, with premiums paid by the District. A retired administrator will be required to pay for any eligible dependent coverage that he/she elects.

Retirees eligible for continued District paid health insurance shall not be required to pay the healthcare premium share.

In order to be eligible for health insurance coverage after retirement, an employee must have either twenty (20) years of total service in the East Stroudsburg Area School District or ten (10) years of service as an administrator in the East Stroudsburg Area School District upon retirement.

Dental Insurance

The Board agrees that the District shall pay the monthly premiums for dental benefits equal to or better than the current dental coverage for each employee covered by this Plan and his/her eligible dependents.

Vision Insurance

The Board agrees that the District shall pay the monthly premiums for vision benefits equal to or better than the current vision care coverage for each employee covered by this Plan and his/her eligible dependents.

Married Couples Employed By District

Duplication of healthcare coverage will not be permitted. If the District employs an administrator's spouse, the couple may elect medical/prescription, dental and/or vision insurance under one employee, but not both.

Extended Sick Leave Benefit

After sick leave is depleted, payment will be made for additional days lost due to illness or injury at the rate of \$125 per day for a total amount of additional days not to exceed ten (10) days for each full year of service to the District. The lifetime maximum number of days for such payment shall not exceed 180. This shall apply unless the illness/injury is qualified for compensation through the Long-Term Disability Plan.

Long-Term Disability Plan

The Board agrees that the District shall pay the premium for employees covered by this Plan for a long-term disability insurance plan that provides (subject to insurer's approval) for a payment of 66 2/3 % of the employee's salary, with an elimination period of the greater of an employee's accumulated sick time or 60 days, and a \$5,000 per month maximum.

Unused Sick Leave at Retirement

The rate paid for unused sick leave at retirement for the length of this Plan shall be \$105 per day. This rate shall increase by the same percentage as the teachers' unused sick leave rate increases in each subsequent year during which this Plan may continue in effect. This benefit is subject to the following limitations:

- A. After June 30, 1995, no additional sick days may be accumulated for the purpose of retirement reimbursement above 261 days. Current employees having more than 261 days will have the reimbursable days frozen at the level accumulated as of June 30, 1995.
- B. In order to be eligible for said payment, an employee must have either twenty (20) years of total service in the East Stroudsburg Area School District or ten (10) years of service as an administrator in the East Stroudsburg Area School District upon retirement.
- C. Days transferred from another governmental entity after the effective date of this Plan will not be eligible for reimbursement but may be used for sick leave for illness.
- D. Employees hired on, or after, July 1, 1995, will be eligible for a maximum reimbursement of 261 days, minus the number of days transferred, for unused sick leave at retirement.

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Reimbursement for Graduate Course Expense

1. Tuition for graduate course credits and fees relevant to present job responsibilities shall be reimbursed at the actual cost of the course and fees but shall not exceed the cost of graduate course and fees at Lehigh University.

All courses must have the prior approval of the Superintendent. Approval by the Superintendent will be based on relevance to position responsibilities of administrator and on potential benefits to the East Stroudsburg Area School District. A grade of “B” or better is required to qualify for this reimbursement. An administrator shall be permitted a total of twenty-four (24) credits per year. If an administrator is on sabbatical leave, there is no limit.

2. Reimbursement for graduate credits shall be subject to the administrator remaining as an employee in the District for at least three years after completion of the course for which reimbursement is paid. Any administrator leaving the District sooner than three (3) years after completion of the course will be required to repay the District part of the reimbursement, as follows:

Remains less than one year	100% of the amount of the reimbursement paid to the administrator
Remains one year, but less than two years	70% of the amount of the reimbursement paid to the administrator
Remains two years, but less than three years	40% of the amount of the reimbursement paid to the administrator

Repayment shall be made through a deduction in final payroll checks or shall be directly reimbursable by the administrator with a personal check prior to terminating employment with the District.

Reimbursement for Undergraduate Course Expense

An administrator enrolled in approved undergraduate credit courses leading to a degree relevant to present job responsibilities shall be reimbursed at the actual cost of the course and fees, but not to exceed \$4,000 per year. All courses must have the prior approval of the Superintendent. Approval by the Superintendent will be based on relevance to position responsibilities of administrator and on potential benefits to the East Stroudsburg Area School District. A grade of “B” or better is required to qualify for this reimbursement.

Reimbursement for undergraduate credits shall be subject to the administrator remaining as an employee in the District for at least three years after completion of the course for which reimbursement is paid. Any administrator leaving the District sooner than three (3) years after completion of the course will be required to repay the District part of the reimbursement, as follows:

Remains less than one year	100% of the amount of the reimbursement paid to the administrator
Remains one year, but less than two years	70% of the amount of the reimbursement paid to the administrator
Remains two years, but less than three years	40% of the amount of the reimbursement paid to the administrator

Repayment shall be made through a deduction in final payroll checks or shall be directly reimbursable by the administrator with a personal check prior to terminating employment with the District.

Personal Days

Each administrator will receive three personal days per year. Unused personal days will be converted to vacation days on July 1 of the following year.

Longevity Payment

For Longevity purposes all administrators years of continuous service with the District will commence on July 1, 2019.

In addition to an administrator’s base salary, each administrator will be paid for continuous service to the District as an Administrator, in the following amount:

- 5 years \$1,500.00
- 10 years \$ 250.00
- 15 years \$ 250.00
- 20 years \$ 500.00
- 25 years \$ 500.00

These amounts will be added to the administrator’s base salary.

Appraisal Technique for Administrators

The Superintendent, after consultation with each administrator, will furnish the Board of Education with information concerning the administrator’s performance at least once each year. The Superintendent will complete an annual appraisal of the administrator using the established East Stroudsburg Area School District Administrative Performance Appraisal.

A summary of the appraisal will be provided to the administrator prior to July 1 of any year covered by this Plan, rating his/her performance as either satisfactory or unsatisfactory.

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Compensation Methodology

2019-2020 fiscal year salaries will be increased by 3.5% over those established in the 2018-2019 fiscal year, based upon a satisfactory evaluation.

2020-2021 fiscal year salaries will be increased by 3.5% over those established in the 2019-2020 fiscal year, based upon a satisfactory evaluation.

2021-2022 fiscal year salaries will be increased by 3.0% over those established in the 2020-2021 fiscal year, based upon a satisfactory evaluation.

2022-2023 fiscal year salaries will be increased by 3.0% over those established in the 2021-2022 fiscal year, based upon a satisfactory evaluation.

2023-2024 fiscal year salaries will be increased by 3.0% over those established in the 2022-2023 fiscal year, based upon a satisfactory evaluation.

All matters involving Administrative Compensation shall be established and determined by official action of the Board of Education.

Deferred and Severance Compensation

The school district shall adopt the Kades-Margolis Capital Section 457 Plan and permit all administrative employees to contribute to the plan up to the maximum amount allowed by law.

The school district shall make a non-elective employer contribution to the employee's 403(b) retirement program in an amount equal to unused sick and vacation time. The employee shall receive no cash option.

Contributions are limited to IRS Section 415 limits. Excess contributions will be made to the employee's retirement account in the next subsequent year up to the Section 415 limit.

APPENDIX A
SUMMARY OF HEALTHCARE PLAN

Deductibles (In-Network)

	<u>Single</u>	<u>Family</u>
January 1, 2020	\$500	\$1,500
January 1, 2021	\$500	\$1,500
January 1, 2022	\$500	\$1,500
January 1, 2023	\$500	\$1,500

Deductibles (Out-Network)

	<u>Single</u>	<u>Family</u>
January 1, 2020	\$1,000	\$3,000
January 1, 2021	\$1,000	\$3,000
January 1, 2022	\$1,000	\$3,000
January 1, 2023	\$1,000	\$3,000

Office Visit Copays (In-Network)

	<u>PCP</u>	<u>Specialist</u>	<u>Urgent Care</u>	<u>ER</u>
January 1, 2020	\$15	\$15	\$35	\$100
January 1, 2021	\$15	\$15	\$35	\$100
January 1, 2022	\$15	\$15	\$35	\$100
January 1, 2023	\$15	\$15	\$35	\$100

Prescription Drug Copays

	<u>Generic</u>	<u>Brand Formulary</u>	<u>Brand Non-Formulary</u>	
January 1, 2020	20%	20%	20%	Retail
	\$20	\$20	\$20	Mail
January 1, 2021	20%	20%	20%	Retail
	\$20	\$20	\$20	Mail
January 1, 2022	20%	20%	20%	Retail
	\$20	\$20	\$20	Mail
January 1, 2023	20%	20%	20%	Retail
	\$20	\$20	\$20	Mail

Employee Premium Share

19/20 Fiscal Year	10% of COBRA rates (less the 2% administrative fee)
20/21 Fiscal Year	10% of COBRA rates (less the 2% administrative fee)
21/22 Fiscal Year	10% of COBRA rates (less the 2% administrative fee)
22/23 Fiscal Year	10% of COBRA rates (less the 2% administrative fee)

Eligibility Restrictions

January 1, 2020	No Spousal Surcharge
January 1, 2021	No Spousal Surcharge
January 1, 2022	No Spousal Surcharge
January 1, 2023	No Spousal Surcharge

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East Stroudsburg Area School District
East Stroudsburg, PA 18301



ADMINISTRATIVE ASSISTANTS

**COMPENSATION
PLAN**

for

2019-2020 through 2022-2023

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Adoption

To comply with Pennsylvania law and to provide for a management team philosophy, the Board of Education of the East Stroudsburg Area School District, hereinafter referred to as the "Board" after Meeting and Discussing with Administrative Assistants and the Benefits Coordinator, hereinafter referred to as the "employee", adopts the following Compensation Plan for 2019-2020 through 2022-2023.

Approved by the East Stroudsburg Area School District Board of Education at its regularly scheduled meeting of June 24, 2019.

East Stroudsburg Area School District Board of Education

Lisa Van Why, President

Patricia Rosado, Secretary

Definitions

The term “Administrative Assistants” shall include the following positions for the purpose of this Plan:

Administrative Assistants

Administrative Assistant – Chief Financial Officer
Administrative Assistants – Human Resources
Administrative Assistants – Superintendent
Benefits Coordinator – Chief Financial Officer

Term of Plan

From July 1, 2019 until June 30, 2023 with salaries and benefits established by the Board of Education as set forth herein.

If a new Compensation Plan for any fiscal year beyond this Plan has not been developed and approved prior to the end of this Plan, all salaries and fringe benefits will continue in force without reduction or loss of coverage until such time as a new Compensation Plan is developed and approved.

Any references to “salary”, “benefits”, “year”, “annual work year” or the like, and any calculations to be made in connection therewith, are to be based upon the District’s fiscal year which begins July 1 and ends June 30.

Workdays

Administrative Assistants/Benefits Coordinator shall be twelve (12) month employees with a regular workweek of thirty-seven and one half hours (37.5), consisting of five (5) consecutive days per week of seven and one half (7.5) hours duration each, Monday through Friday.

Time and one-half (1.5x) of the appropriate straight time hourly rates will be paid for all hours worked in excess of forty (40) hours in the regular workweek or eight (8) hours in the regular workday.

Holidays

The recognized thirteen (13) paid holidays for all full-time twelve (12) month employees are as follows:

Labor Day	New Year’s Eve
Thanksgiving Day	New Year’s Day
*Friday after Thanksgiving Day	*Martin Luther King Jr. Day
*Monday after Thanksgiving Day	*Presidents’ Day
Workday Before Christmas Day	*Good Friday

Christmas Day

Memorial Day
Fourth of July

*An alternate day will be provided by the District if pupils are in attendance on these days. Such an alternate day will be provided prior to the last day of the academic year.

Employees who have received proper authorization from the District, who work on any of the paid holidays except Labor Day, shall be paid at straight time plus double time (3x). Labor Day shall be paid at straight time plus time and one-half (2.5x). Employees, who have received proper authorization from the District, who work on Sundays shall be paid a total of two (2) times their regular pay.

Holidays, including winter and spring recess shall be in accordance with the School Calendar, without loss of pay and benefits.

Employees shall follow the School Calendar with respect to District authorized severe weather/emergency school cancellations without loss of pay and benefits.

In the event of District authorized delays or early dismissals that occur during the employee's regularly scheduled workday, and at the discretion of the District, employees may report to work at a later time and/or be released prior to their regularly scheduled workday without loss of pay and benefits.

Vacation

All full-time twelve (12) month employees are entitled to vacation with pay on the following basis: one (1) week of vacation after one (1) year of service; two (2) weeks of vacation after (2) years of service; three (3) weeks of vacation after six (6) or more years of service; seventeen (17) days of vacation after (10) or more years of service. Effective July 1, 2013, twenty (20) days of vacation after ten (10) or more years of service in the school district.

Newly hired twelve (12) month employees, working less than a full year (July 1 to June 30), shall be entitled (according to the following schedule) after July 1 to paid vacation which shall be taken after the close of the then current fiscal year.

If 12 month employment begins <u>between these dates:</u>	the employee shall be entitled <u>to the following workday vacations:</u>
March 1 through April 30	1 day
January 1 through February 28 or 29	2 days
November 1 through December 31	3 days
September 1 through October 31	4 days
July 1 through August 31	5 days

Vacation earned must be taken between July 1 and June 30 of each fiscal year, and may not be accumulated from year to year. Up to five (5) vacation days that remain unused at June 30 will

automatically be carried over to the next fiscal year and must be taken no later than October 31 of each year. Pay for earned vacation that is not used will not be authorized.

Upon separation from the District, each employee shall be compensated for any unused vacation days at his/her respective rate of pay.

Compensation (Benefits)

Extension of Benefits

The Board shall provide the employee benefits provided in the existing Act 93 Compensation Plan.

The following benefits are provided:

Sick Leave

Sick leave for twelve-month employees shall be twelve (12) days per year and will be accumulative without ceiling.

Term Life Insurance

Term life insurance policy equal in value to 2-1/2 times the annual salary shall be provided. This policy will be maintained on all retired employees with at least 10 years of Administrative Assistant/Benefits Coordinator, Confidential Secretary and/or Confidential Benefits Coordinator Service in the East Stroudsburg Area School District until age 65, but not exceed the number of years accrued in Administrative Assistant/Benefits Coordinator, Confidential Secretary and/or Confidential Benefits Coordinator service within the District and will be based upon the annual salary in effect at the time of retirement.

Retired employees over the age of 65 will have the option of maintaining their policy by paying the premium to the District. Active employees will have the option of increasing their coverage by paying the premium to the District.

Healthcare Insurance

The Board agrees to provide a group healthcare (medical & prescription) plan for each employee and his/her eligible dependents covered by this Plan equal to or better than the current medical/prescription coverage. Subsequent to Board approval, healthcare carriers may be changed provided there is no diminution of the current benefit levels. However, the Board shall not be responsible for changes made unilaterally by the current carrier or changes mandated by applicable federal and/or state laws and regulations.

Healthcare Premium Share

Employees shall contribute \$1,040 of the annual premium for medical/prescription coverage.

The annual healthcare premium share will be divided by the number of fiscal year pay periods to determine the per pay deduction. In the event an employee continues District medical/prescription coverage while on unpaid leave, the employee will be required to pay the District their respective premium share.

Health Insurance after Retirement

All eligible retired employees shall receive single coverage health insurance at the level provided for all other staff or until an individual becomes eligible for Medicare, with premiums paid by the District. A retired employee will be required to pay for any eligible dependent coverage that he/she elects.

Retirees eligible for continued District paid health insurance shall not be required to pay the healthcare premium share.

In order to be eligible for health insurance coverage after retirement, an employee must have either twenty (20) years of total service in the East Stroudsburg Area School District or ten (10) years of service as an Administrative Assistant/Benefits Coordinator, Confidential Secretary and/or Confidential Benefits Coordinator in the East Stroudsburg Area School District upon retirement.

Dental Insurance

The Board agrees that the District shall pay the monthly premiums for dental benefits equal to or better than the current dental coverage for each employee covered by this Plan and his/her eligible dependents.

Vision Insurance

The Board agrees that the District shall pay the monthly premiums for vision benefits equal to or better than the current vision care coverage for each employee covered by this Plan and his/her eligible dependents.

Married Couples Employed By District

Duplication of healthcare coverage will not be permitted. If the District employs an employee's spouse, the couple may elect medical/prescription, dental and/or vision insurance under one employee, but not both

Extended Sick Leave Benefit

After sick leave is depleted, payment will be made for additional days lost due to illness or injury at the rate of \$105 per day for a total amount of additional days not to exceed ten (10) days for each full year of service as an Administrative Assistant/Benefits Coordinator, Confidential Secretary and/or Confidential Benefits Coordinator to the District. The lifetime maximum number of days for such payment shall not exceed 180. This shall apply unless the illness/injury is qualified for compensation through the long-term disability Plan.

Long-Term Disability Plan

The Board agrees that the District shall pay the premium for employees covered by this Plan for a long-term disability insurance plan that provides (subject to insurer's approval) for a payment of 66 2/3 % of the employee's annual salary, with an elimination period of the greater of an employee's accumulated sick time or 60 days, and a \$5,000 per month maximum.

Unused Sick Leave at Retirement

The rate paid for unused sick leave at retirement for the length of this Plan shall be \$131 per day. This rate shall increase by the same percentage as the teacher's unused sick leave rate increases in each subsequent year during which this Plan may continue in effect. This benefit is subject to the following limitations:

- A. No additional sick days may be accumulated for the purpose of retirement reimbursement above 261 days.
- B. In order to be eligible for said payment, an employee must have either twenty (20) years of total service in the East Stroudsburg Area School District or ten (10) years of service as an Administrative Assistant/Benefits Coordinator, Confidential Secretary or Confidential Benefits Coordinator in the East Stroudsburg Area School District upon retirement.

Reimbursement for Graduate Course Expense

1. Tuition for graduate course credits and fees relevant to present job responsibilities shall be reimbursed at the actual cost of the course and fees but shall not exceed the cost of graduate course and fees at Lehigh University.

All courses must have the prior approval of the Superintendent. Approval by the Superintendent will be based on relevance to position responsibilities of employee and on potential benefits to the East Stroudsburg Area School District. A grade of "B" or better is required to qualify for this reimbursement. An employee shall be permitted a total of twenty-four (24) credits per year.

2. Reimbursement for graduate credits shall be subject to the employee remaining as an employee in the District for at least three years after completion of the course for which reimbursement is paid. Any employee leaving the District sooner than three (3) years after completion of the course will be required to repay the District part of the reimbursement, as follows:

Remains less than one year	100% of the amount of the reimbursement paid to the employee
Remains one year, but less than two years	70% of the amount of the reimbursement paid to the employee
Remains two years, but less than three years	40% of the amount of the reimbursement paid to the employee

Repayment shall be made through a deduction in final payroll checks or shall be directly reimbursable by the employee with a personal check prior to terminating employment with the District.

Reimbursement for Undergraduate Course Expense

An employee enrolled in approved undergraduate credit courses leading to a degree relevant to present job responsibilities shall be reimbursed at the actual cost of the course and fees, but not to exceed \$4,000 per year. All courses must have the prior approval of the Superintendent. Approval by the Superintendent will be based on relevance to position responsibilities of employee and on potential benefits to the East Stroudsburg Area School District. A grade of "B" or better is required to qualify for this reimbursement.

Reimbursement for undergraduate credits shall be subject to the employee remaining as an employee in the District for at least three years after completion of the course for which reimbursement is paid. Any employee leaving the District sooner than three (3) years after completion of the course will be required to repay the District part of the reimbursement, as follows:

Remains less than one year	100% of the amount of the reimbursement paid to the employee
Remains one year, but less than two years	70% of the amount of the reimbursement paid to the employee
Remains two years, but less than three years	40% of the amount of the reimbursement paid to the employee

Repayment shall be made through a deduction in final payroll checks or shall be directly reimbursable by the employee with a personal check prior to terminating employment with the District.

Personal Days

Each employee will receive three personal days per year. Unused personal days will be converted to vacation days on July 1 of the following year.

Evaluation Technique

The Superintendent, or his/her designee, will complete an annual appraisal of the employee using the established East Stroudsburg Area School District Support Staff Evaluation Form #512.

A summary of the appraisal will be provided to the employee prior to July 1 of any year covered by this Plan, rating his/her performance as either satisfactory, not satisfactory or in need of improvement.

Compensation Methodology

2019-2020 fiscal year hourly rates will be increased by three percent (3%), over those established in the 2018-2019 fiscal year, based upon a satisfactory evaluation.

2020-2021 fiscal year hourly rates will be increased by three percent (3%), over those established in the 2019-2020 fiscal year, based upon a satisfactory evaluation.

2021-2022 fiscal year hourly rates will be increased by three percent (3%), over those established in the 2020-2021 fiscal year, based upon a satisfactory evaluation.

2022-2023 fiscal year hourly rates will be increased three percent (3%) over those established in the 2021-2022 fiscal year, based upon a satisfactory evaluation.

All matters involving Compensation shall be established and determined by official action of the Board of Education.

ACA Excise Tax

Should the District receive notice that the Health Insurance premiums will, under the ACA, be subject to the ACA excise tax, the parties will immediately commence bargaining over how to reduce premiums to avoid the excise tax. The parties pledge to make themselves available to meet at least once per week in this effort.

Deferred and Severance Compensation

The Board shall make a non-elective employer contribution to the employee's 403(b) retirement program in an amount equal to unused sick and vacation time up to the allowable IRS limit.

APPENDIX "A"

Starting Wages

2019-2020	2020-2021	2021-2022	2022-2023
\$21.00	\$21.00	\$21.00	\$21.00

Unless the District determines otherwise, all new hires will be placed at the starting rate.

APPENDIX "B"

Deductibles (In-Network)

	<u>Single</u>	<u>Family</u>
January 1, 2020	\$500	\$1,500
January 1, 2021	\$500	\$1,500
January 1, 2022	\$500	\$1,500
January 1, 2023	\$500	\$1,500

Deductibles (Out-Network)

	<u>Single</u>	<u>Family</u>
January 1, 2020	\$1,000	\$3,000
January 1, 2021	\$1,000	\$3,000
January 1, 2022	\$1,000	\$3,000
January 1, 2023	\$1,000	\$3,000

Office Visit Copays (In-Network)

	<u>PCP</u>	<u>Specialist</u>	<u>Urgent Care</u>	<u>ER</u>
January 1, 2020	\$15	\$15	\$35	\$100
January 1, 2021	\$15	\$15	\$35	\$100
January 1, 2022	\$15	\$15	\$35	\$100
January 1, 2023	\$15	\$15	\$35	\$100

Prescription Drug Copays

	<u>Generic</u>	<u>Brand Formulary</u>	<u>Brand Non-Formulary</u>	
January 1, 2020	20%	20%	20%	Retail
	\$20	\$20	\$20	Mail
January 1, 2021	20%	20%	20%	Retail
	\$20	\$20	\$20	Mail
January 1, 2022	20%	20%	20%	Retail
	\$20	\$20	\$20	Mail
January 1, 2023	20%	20%	20%	Retail
	\$20	\$20	\$20	Mail

Employee Premium Share

19/20 Fiscal Year	\$1,040 Per Year.
20/21 Fiscal Year	\$1,040 Per Year.
21/22 Fiscal Year	\$1,040 Per Year.
22/23 Fiscal Year	\$1,040 Per Year.

Eligibility Restrictions

January 1, 2020	No Spousal Surcharge
January 1, 2021	No Spousal Surcharge
January 1, 2022	No Spousal Surcharge
January 1, 2022	No Spousal Surcharge

East Stroudsburg Area School District
East Stroudsburg, PA 18301



FIRST LEVEL SUPERVISOR

**COMPENSATION
PLAN**

for

2019-2020 through 2021-2022

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Adoption

To comply with Pennsylvania law and to provide for a management team philosophy, the Board of Education of the East Stroudsburg Area School District, hereinafter referred to as the "Board" after Meeting and Discussing with First Level Supervisors hereinafter referred to as the "employee", adopts the following Compensation Plan for 2019-2020 through 2021-2022.

Approved by the East Stroudsburg Area School District Board of Education at its regularly scheduled meeting of June 24, 2019.

East Stroudsburg Area School District Board of Education

Lisa Van Why, President

Patricia Rosado, Secretary

Definitions

The term “First Level Supervisors” shall include the following positions for the purpose of this Plan:

First Level Supervisors

- Assistant Food Services Directors (10 month positions)
- Custodial (Working) Supervisors
- Mechanic (Working) Supervisor
- Grounds Maintenance (Working) Supervisor
- Maintenance (Working) Supervisor
- Transportation Dispatcher (10 month position)

Term of Plan

From July 1, 2019 until June 30, 2022 with salaries and benefits established by the Board of Education as set forth herein.

If a new Compensation Plan for any fiscal year beyond this Plan has not been developed and approved prior to the end of this Plan, all salaries and fringe benefits will continue in force without reduction or loss of coverage until such time as a new Compensation Plan is developed and approved.

Any references to “salary”, “benefits”, “year”, “annual work year” or the like, and any calculations to be made in connection therewith, are to be based upon the District’s fiscal year which begins July 1 and ends June 30.

Workdays

Custodial (Working) Supervisors, Mechanic (Working) Supervisor, Grounds Maintenance (Working) Supervisor and Maintenance (Working) Supervisor shall be twelve (12) month employees with a regular workweek of forty (40) hours, consisting of five (5) consecutive days per week of eight (8) hours duration each, Monday through Friday.

Twelve (12) month Custodial (Working) Supervisors, Mechanic (Working) Supervisor, Grounds Maintenance (Working) Supervisor and Maintenance (Working) Supervisor shall work District authorized severe weather/emergency school cancellations. In addition, they shall work Act 80 days, in-service days and winter and spring recess.

Assistant Food Services Directors and the Transportation Dispatcher are ten (10) month employees and shall work a regular workweek of forty (40) hours, consisting of five (5) consecutive days per week of eight (8) hours duration each, Monday through Friday.

Ten (10) month employees shall work all student days plus up to a maximum of thirty (30) additional days as determined by Administration.

Ten (10) month employees shall not work and will not be paid for winter and spring recess. In addition, they shall not work and will not be paid for District authorized severe weather/emergency school cancellations. In the event Administration gives prior approval, ten month employees may be required to report to work on these days.

Time and one-half (1.5x) of the appropriate straight time hourly rates will be paid for all hours worked in excess of forty (40) hours in the regular workweek or eight (8) hours in the regular workday.

Holidays

The recognized thirteen (13) paid Holidays for all full-time twelve (12) month employees are as follows:

Labor Day	New Year's Eve
Thanksgiving Day	New Year's Day
*Friday after Thanksgiving Day	*Martin Luther King Jr. Day
*Monday after Thanksgiving Day	*Presidents' Day
Workday Before Christmas Day	*Good Friday
Christmas Day	Memorial Day
	Fourth of July

*An alternate day will be provided by the District if pupils are in attendance on these days. Such an alternate day will be provided prior to the last day of the academic year.

Ten month employees shall receive Holiday pay at their regularly worked hours for each of the above named Holidays that fall between the beginning and the end of the students' school year.

Employees who have received proper authorization from the District, who work on any of the paid Holidays except Labor Day, shall be paid at straight time plus double time (3x). Labor Day shall be paid at straight time plus time and one-half (2.5x). Employees, who have received proper authorization from the District, who work on Sundays shall be paid a total of two (2) times their regular pay.

Vacation

All full-time twelve (12) month employees are entitled to vacation with pay on the following basis: one (1) week of vacation after one (1) year of service; two (2) weeks of vacation after (2) years of service; three (3) weeks of vacation after six (6) or more years of service; seventeen (17) days of vacation after (10) or more years of service. Effective July 1, 2013, twenty (20) days of vacation after ten (10) or more years of service in the school district.

Newly hired twelve (12) month employees, working less than a full year (July 1 to June 30), shall be entitled (according to the following schedule) after July 1 to paid vacation which shall be taken after the close of the then current fiscal year.

If 12 month employment begins between these dates: the employee shall be entitled to the following workday vacations:

March 1 through April 30	1 day
January 1 through February 28 or 29	2 days
November 1 through December 31	3 days
September 1 through October 31	4 days
July 1 through August 31	5 days

Full-time ten (10) month employees are entitled to vacation with pay at the rate of eight (8) hours for every year of service, with a maximum of one hundred sixty (160) hours vacation in any one (1) year.

Vacation earned must be taken between July 1 and June 30 of each fiscal year, and may not be accumulated from year to year. Up to five (5) vacations days that remain unused at June 30 will automatically be carried over to the next fiscal year and must be taken no later than October 31 of each year. Pay for earned vacation that is not used will not be authorized.

Upon separation from the District, each employee shall be compensated for any unused vacation days at his/her respective rate of pay.

Compensation (Benefits)

Extension of Benefits

The Board shall provide the employee benefits provided in the existing Act 93 Compensation Plan.

The following benefits are provided:

Sick Leave

Sick leave for twelve-month employees shall be twelve (12) days per year, ten month employees shall be ten (10) days per year, and will be accumulative without ceiling.

Term Life Insurance

Term life insurance policy equal in value to 2-1/2 times the annual salary shall be provided. This policy will be maintained on all retired First Level Supervisors with at least 10 years of First Level Supervisor service in the East Stroudsburg Area School District until age 65, but not exceed the number of years accrued in First Level Supervisor service within the District and will be based upon the annual salary in effect at the time of retirement.

Retired employees over the age of 65 will have the option of maintaining their policy by paying the premium to the District. Active employees will have the option of increasing their coverage by paying the premium to the district.

Healthcare Insurance

The Board agrees to provide a group healthcare (medical & prescription) plan for each employee and his/her eligible dependents covered by this Plan as outlined in Appendix A of this document. Subsequent to Board approval, healthcare carriers may be changed provided there is no diminution of the current benefit levels. However, the Board shall not be responsible for changes made unilaterally by the current carrier or changes mandated by applicable federal and/or state laws and regulations.

Healthcare Premium Share

Employees' premium share for medical/prescription coverage shall be 10.0% of the annual premium actuarially determined COBRA rates (less the 2% administrative fee).

The annual healthcare premium share will be divided by the number of fiscal year pay periods to determine the per pay deduction. In the event an employee continues District medical/prescription coverage while on unpaid leave, they will be required to pay the District their respective premium share.

Health Insurance after Retirement

All eligible retired employees shall receive single coverage health insurance at the level provided for all other staff or until an individual becomes eligible for Medicare, with premiums paid by the District. A retired employee will be required to pay for any eligible dependent coverage that he/she elects.

Retirees eligible for continued District paid health insurance shall not be required to pay the healthcare premium share.

In order to be eligible for health insurance coverage after retirement, an employee must have either twenty (20) years of total service in the East Stroudsburg Area School District or ten (10) years of service as a First Level Supervisor in the East Stroudsburg Area School District upon retirement.

Dental Insurance

The Board agrees that the District shall pay the monthly premiums for dental benefits equal to or better than the current dental coverage for each employee covered by this Plan and his/her eligible dependents.

Vision Insurance

The Board agrees that the District shall pay the monthly premiums for vision benefits equal to or better than the current vision care coverage for each employee covered by this Plan and his/her eligible dependents.

Married Couples Employed By District

Duplication of healthcare coverage will not be permitted. If the District employs an employee's spouse, the couple may elect medical/prescription, dental and/or vision insurance under one employee, but not both.

Extended Sick Leave Benefit

After sick leave is depleted, payment will be made for additional days lost due to illness or injury at the rate of \$105 per day for a total amount of additional days not to exceed ten (10) days for each full year of First Level Supervisor service to the District. The lifetime maximum number of days for such payment shall not exceed 180. This shall apply unless the illness/injury is qualified for compensation through the Long-Term Disability Plan.

Long-Term Disability Plan

The Board agrees that the District shall pay the premium for employees covered by this Plan for a long-term disability insurance plan that provides (subject to insurer's approval) for a payment of 66 2/3 % of the employee's annual salary, with an elimination period of the greater of an employee's accumulated sick time or 60 days, and a \$5,000 per month maximum.

Unused Sick Leave at Retirement

The rate paid for unused sick leave at retirement for the length of this Plan shall be \$131 per day. This rate shall increase by the same percentage as the teachers' unused sick leave rate increases in each subsequent year during which this Plan may continue in effect. This benefit is subject to the following limitations:

- A. No additional sick days may be accumulated for the purpose of retirement reimbursement above 261 days for 12 month employees, and 184 days for 10 month employees.
- B. In order to be eligible for said payment, an employee must have either twenty (20) years of total service in the East Stroudsburg Area School District or ten (10) years of service as a First Level Supervisor in the East Stroudsburg Area School District upon retirement.

Reimbursement for Graduate Course Expense

Tuition for graduate course credits and fees relevant to present job responsibilities shall be reimbursed at the actual cost of the course and fees but shall not exceed the cost of graduate course and fees at Lehigh University.

All courses must have the prior approval of the Superintendent. Approval by the Superintendent will be based on relevance to position responsibilities of employee and on potential benefits to the East Stroudsburg Area School District. A grade of "B" or better is required to qualify for this reimbursement. An employee shall be permitted a total of twenty-four (24) credits per year.

Reimbursement for graduate credits shall be subject to the employee remaining as an employee in the District for at least three years after completion of the course for which reimbursement is paid. Any employee leaving the District sooner than three (3) years after completion of the course will be required to repay the District part of the reimbursement, as follows:

Remains less than one year	100% of the amount of the reimbursement paid to the employee
Remains one year, but less than two years	70% of the amount of the reimbursement paid to the employee
Remains two years, but less than three years	40% of the amount of the reimbursement paid to the employee

Repayment shall be made through a deduction in final payroll checks or shall be directly reimbursable by the employee with a personal check prior to terminating employment with the District.

Reimbursement for Undergraduate Course Expense

An employee enrolled in approved undergraduate credit courses leading to a degree relevant to present job responsibilities shall be reimbursed at the actual cost of the course and fees, but not to exceed \$4,000 per year. All courses must have the prior approval of the Superintendent. Approval by the Superintendent will be based on relevance to position responsibilities of employee and on potential benefits to the East Stroudsburg Area School District. A grade of "B" or better is required to qualify for this reimbursement.

Reimbursement for undergraduate credits shall be subject to the employee remaining as an employee in the District for at least three years after completion of the course for which reimbursement is paid. Any employee leaving the District sooner than three (3) years after completion of the course will be required to repay the District part of the reimbursement, as follows:

Remains less than one year	100% of the amount of the reimbursement paid to the employee
Remains one year, but less than two years	70% of the amount of the reimbursement paid to the employee
Remains two years, but less than three years	40% of the amount of the reimbursement paid to the employee

Repayment shall be made through a deduction in final payroll checks or shall be directly reimbursable by the employee with a personal check prior to terminating employment with the District.

Personal Days

Each employee will receive three personal days per year. Unused personal days will be converted to vacation days on July 1 of the following year.

Evaluation Technique

The Superintendent, or his/her designee, will complete an annual appraisal of the employee using the established East Stroudsburg Area School District Support Staff Evaluation Form #512.

A summary of the appraisal will be provided to the employee prior to July 1 of any year covered by this Plan, rating his/her performance as either satisfactory, not satisfactory or in need of improvement.

Compensation Methodology

2019-2020 fiscal year hourly rates will be increased by three per cent (3%) over those established in the 2018-2019 fiscal year, based upon a satisfactory evaluation.

2020-2021 fiscal year hourly rates will be increased by three per cent (3%) over those established in the 2019-2020 fiscal year, based upon a satisfactory evaluation.

2021-2022 fiscal year hourly rates will be increased by three per cent (3%) over those established in the 2020-2021 fiscal year, based upon a satisfactory evaluation.

All matters involving Compensation shall be established and determined by official action of the Board of Education.

ACA Excise Tax

Should the District receive notice that the Health Insurance premiums will, under the ACA, be subject to the ACA excise tax, the parties will immediately commence discussions over how to reduce premiums to avoid the excise tax. The parties pledge to make themselves available to meet at least once per week in this effort.

Deferred and Severance Compensation

The Board shall make a non-elective employer contribution to the employee's 403(b) retirement program in an amount equal to unused sick and vacation time up to the allowable IRS limit.

SCHEDULE "A"

First Level Supervisors

Starting Wages

2019-2020	2020-2021	2021-2022
\$26.00	\$26.00	\$26.00

Unless the District determines otherwise, all new hires will be placed at the starting rate.

APPENDIX “B”

Deductibles (In-Network)

	<u>Single</u>	<u>Family</u>
January 1, 2020	\$500	\$1,500
January 1, 2021	\$500	\$1,500
January 1, 2022	\$500	\$1,500

Deductibles (Out-Network)

	<u>Single</u>	<u>Family</u>
January 1, 2020	\$1,000	\$3,000
January 1, 2021	\$1,000	\$3,000
January 1, 2022	\$1,000	\$3,000

Office Visit Copays (In-Network)

	<u>PCP</u>	<u>Specialist</u>	<u>Urgent Care</u>	<u>ER</u>
January 1, 2020	\$15	\$15	\$35	\$100
January 1, 2021	\$15	\$15	\$35	\$100
January 1, 2022	\$15	\$15	\$35	\$100

Prescription Drug Copays

	<u>Generic</u>	<u>Brand Formulary</u>	<u>Brand Non-Formulary</u>	
January 1, 2020	20%	20%	20%	Retail
	\$20	\$20	\$20	Mail
January 1, 2021	20%	20%	20%	Retail
	\$20	\$20	\$20	Mail
January 1, 2022	20%	20%	20%	Retail
	\$20	\$20	\$20	Mail

Employee Premium Share

19/20 Fiscal Year	10% of COBRA rates (less the 2% administrative fee)
20/21 Fiscal Year	10% of COBRA rates (less the 2% administrative fee)
21/22 Fiscal Year	10% of COBRA rates (less the 2% administrative fee)

Eligibility Restrictions

January 1, 2020	No Spousal Surcharge
January 1, 2021	No Spousal Surcharge
January 1, 2022	No Spousal Surcharge

East Stroudsburg Area School District
East Stroudsburg, PA 18301



SCHOOL POLICE OFFICER
COMPENSATION
PLAN

for

2019-2020 through 2021-2022

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Adoption

To comply with Pennsylvania law and to provide for a management team philosophy, the Board of Education of the East Stroudsburg Area School District, hereinafter referred to as the "Board" after Meeting and Discussing with School Police Officers hereinafter referred to as the "employee", adopts the following Compensation Plan for 2019-2020 through 2021-2022.

Approved by the East Stroudsburg Area School District Board of Education at its regularly scheduled meeting of June 24, 2019.

East Stroudsburg Area School District Board of Education

Lisa Van Why, President

Patricia Rosado, Secretary

Term of Plan

From July 1, 2019 until June 30, 2022 with salaries and benefits established by the Board of Education as set forth herein.

If a new Compensation Plan for any fiscal year beyond this Plan has not been developed and approved prior to the end of this Plan, all salaries and fringe benefits will continue in force without reduction or loss of coverage until such time as a new Compensation Plan is developed and approved.

Any references to "salary", "benefits", "year", "annual work year" or the like, and any calculations to be made in connection therewith, are to be based upon the District's fiscal year which begins July 1 and ends June 30.

Workdays

School Police Officers shall be either full-time twelve (12) month or full-time ten (10) month employees with a regular workweek of forty-two and one-half (42.5) hours, consisting of five (5) days per week of eight and one-half (8.5) hours, inclusive of one (1) half (.5) hour of each day paid lunch.

Employees working 2nd shift (3:00 p.m. 11:30 p.m.) shall receive a shift differential of forty (\$0.40) cents per hour and 3rd shift (10:00 p.m. to 6:30 p.m.) shall receive a shift differential of (\$.50) cents per hour.

Twelve (12) month School Police Officers shall work District authorized severe weather/emergency school cancellations. In addition, they shall work Act 80 days, in-service days and winter and spring recess.

Ten (10) month School Police Officers shall will be scheduled the number of days students are in session in the employee's assigned building, plus up to four (4) additional days as determined by the Chief of School Police or his/her designee. In addition, they shall not work and will not be paid for District authorized severe weather/emergency school cancellations. In the event Administration gives prior approval, ten (10) month employees may be required to report to work on these days.

Time and one-half (1.5x) of the appropriate straight time hourly rates will be paid for all hours worked in excess of forty (40) hours in the regular workweek.

Each new employee shall be considered probationary during the first one hundred eighty (180) workdays of employment. New employees may be terminated at any time up to the conclusion of the probationary period, at the discretion of the District. The District may extend the probationary period. Written notification indicating the reason and length of the extension will be given to the employee.

The District reserves the right to assign employees to locations and times according to the needs of the District. If a situation arises whereby the District deems relocation or change of shift is

necessary, the employee has no right of refusal and must report to the reassignment upon notification by the Superintendent, or his/her designee.

Holidays

The recognized thirteen (13) paid holidays for all full-time twelve (12) month employees are as follows:

Labor Day	New Year's Eve
Thanksgiving Day	New Year's Day
*Friday after Thanksgiving Day	*Martin Luther King Jr. Day
*Monday after Thanksgiving Day	*Presidents' Day
Workday Before Christmas Day	*Good Friday
Christmas Day	Memorial Day
	Fourth of July

*An alternate day will be provided by the District if pupils are in attendance on these days. Such an alternate day will be provided prior to the last day of the academic year.

Full-time ten month employees shall receive Holiday pay at their regularly worked hours for each of the above named Holidays that fall between the beginning and the end of the school year.

Employees who have received proper authorization from the District, who work on any of the paid holidays except Labor Day, shall be paid at straight time plus double time (3x). Labor Day shall be paid at straight time plus time and one-half (2.5x). Employees, who have received proper authorization from the District, who work on Sundays shall be paid a total of two (2) times their regular pay.

Vacation

All full-time twelve (12) month employees are entitled to vacation with pay on the following basis: one (1) week of vacation after one (1) year of service; two (2) weeks of vacation after (2) years of service; three (3) weeks of vacation after six (6) or more years of service; seventeen (17) days of vacation after (10) or more years of service in the school district.

Newly hired full-time twelve (12) month employees, working less than a full year (July 1 to June 30), shall be entitled (according to the following schedule) after July 1 to paid vacation which shall be taken after the close of the then current fiscal year.

If 12 month employment begins between these dates:	the employee shall be entitled to the following workday vacations:
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March 1 through April 30	1 day
January 1 through February 28 or 29	2 days
November 1 through December 31	3 days
September 1 through October 31	4 days
July 1 through August 31	5 days

Full-time ten (10) month employees are entitled to vacation with pay at the rate of eight (8) hours for every year of service, with a maximum of one hundred twenty (120) hours vacation in any one (1) year.

Vacation earned must be taken between July 1 and June 30 of each fiscal year, and may not be accumulated from year to year. Up to five (5) vacation days that remain unused at June 30 will automatically be carried over to the next fiscal year and must be taken no later than October 31 of each year. Pay for earned vacation that is not used will not be authorized.

Upon separation from the District, each employee shall be compensated for any unused vacation days at his/her respective rate of pay.

Compensation (Benefits)

Extension of Benefits

The Board shall provide benefits provided in the existing East Stroudsburg Education Support Professional Association Agreement, unless otherwise stated in this Plan.

The following benefits are provided:

Sick Leave

Sick leave for twelve month employees shall be twelve (12) days per year; ten month employees shall be ten (10) days per year, and will be accumulative without ceiling.

ATTENDANCE INCENTIVE

As an incentive for all bargaining unit employees to improve and maintain attendance at a high level and to forego unnecessary absence, the following monetary incentive will be paid:

- A. Full-time employees that utilize zero (0) days of sick leave for a full contracted school year, a monetary incentive in the amount of three hundred (\$300.00) dollars will be paid in the following fiscal year.
- B. In A above, employees who are absent due to suspension for cause or any unpaid leave will be ineligible for the incentive.

Life Insurance

The Board shall pay the premium cost for group life insurance and group accidental death and dismemberment insurance for employees. Insurance shall be \$50,000 during all of the years of this Plan.

New employees covered by this Plan will be provided with this insurance upon their first day of employment.

Healthcare Premium Share

Employees shall contribute \$1,040 of the annual premium for medical/prescription coverage.

The annual healthcare premium share will be divided by the number of fiscal year pay periods to determine the per pay deduction. In the event an employee continues District medical/prescription coverage while on unpaid leave, the employee will be required to pay the District their respective premium share.

Healthcare Insurance

The Board agrees to provide a group healthcare (medical & prescription) plan for each employee and his/her eligible dependents covered by this Plan as outlined in Appendix A of this document. Subsequent to Board approval, healthcare carriers may be changed provided there is no diminution of the current benefit levels. However, the Board shall not be responsible for changes made unilaterally by the current carrier or changes mandated by applicable federal and/or state laws and regulations.

Health Insurance after Retirement

The Board shall pay the monthly premiums for health insurance for employees who retire from the District through the Public School Employee Retirement system after July 1, 1983 (except as modified below), and who meets the following conditions:

1. Is age 60 or older with at least 25 years of service (of which at least 15 must have been with the East Stroudsburg Area School District); or,
2. Whose age plus years of service exceeds the sum of 83 while the retirement system 53/30 window is in effect, or 84 under the basic retirement system plan (of which at least 15 years of service must be in the East Stroudsburg Area School District.)

This coverage shall be provided for employees only until the last day of the month prior to the month when said employee reaches the age of Medicare eligibility. This coverage shall be provided at the same level of coverage that is in effect for current employees referenced in this Plan. The employee will be required to pay the difference between their individual coverage and any dependent coverage that he/she elects to carry in accordance with Board Policy #549.

Dental Insurance

The Board agrees that the District shall pay the monthly premiums for dental benefits equal to or better than the current dental coverage for each employee covered by this Plan and his/her eligible dependents.

Vision Insurance

The Board agrees that the District shall pay the monthly premiums for vision benefits equal to or better than the current vision care coverage for each employee covered by this Plan and his/her eligible dependents.

Married Couples Employed By District

Duplication of healthcare coverage will not be permitted. If the District employs an employee's spouse, the couple may elect medical/prescription, dental and/or vision insurance under one employee, but not both.

Long-Term Disability Plan

The Board shall pay the monthly premiums for a long term disability insurance plan, that provides (subject to insurer's approval) for a payment of sixty per cent (60%) of the employee's salary, with an elimination period of the greater of the employee's accumulated sick time or ninety (90) days with a maximum of \$5,000 per month, for each employee referenced in this Plan.

Unused Sick Leave at Retirement

The rate paid for unused sick leave at retirement for the length of this Plan shall be \$50.00 per day. This rate shall increase by the same percentage as the support staff unused sick leave rate increases in each subsequent year during which this Plan may continue in effect.

This money shall not be construed to apply to final average salaries for purposes of retirement. Only those employees who are eligible for retirement according to PSERS are eligible. Written notice of retirement must be made prior to January 1 of the applicable year. However, the Board may waive this requirement in special cases.

No additional sick days may be accumulated for the purposes of retirement reimbursement above 261 days for twelve (12) month employees and 184 days for full-time (10) month employees.

Tuition Reimbursement

The Board agrees to reimburse full-time employees covered by this Plan for tuition only for college courses, registration fees for staff development, vocational/professional trainings, conferences, and workshops under the following conditions:

1. The training, conference, workshop or college course must be related to the employee's job description and assignment.
2. The training, conference, workshop or college course must be pre-approved (prior to registration) by the Superintendent or his/her designee, and shall be submitted on the form designated for that purpose.
3. The request for college course tuition reimbursement must be accompanied by an official transcript showing successful completion of the college course and a receipt for tuition payment. ("Successful" shall be defined as maintaining at least a "B"

average, with any “C” grade being balanced by an “A” grade in order to qualify for reimbursement.)

4. The reimbursement for registration fees for staff development, vocational/professional trainings, conferences and workshops shall be the actual cost of such fees documented by a receipt.
5. The reimbursement rate for tuition payment for successfully completed college courses (not to exceed nine (9) credits per fiscal year) shall be 100% of the tuition paid, or reimbursement amount specified in the agreement with the East Stroudsburg Education Association, whichever is less.
6. The Superintendent or his/her designee shall have the right to limit the number of college credits attempted, conferences, workshops or vocational trainings attended by any one (1) individual in a given fiscal year.
7. Any employee, with between zero (0) and less than five (5) years of experience in the East Stroudsburg Area School District, who resigns from the District within four (4) years after receiving tuition reimbursement, shall return part or all of the reimbursement received according to the following schedule:

<u>Reimbursement received during the prior number of months:</u>	<u>Percentage of Reimbursement owed back to the District</u>
12	100%
24	100%
36	100%
48	50%

All reimbursement owed must be returned to the District within six (6) months of the effective resignation date.

8. Any employee, with between five (5) and ten (10) years of experience in the East Stroudsburg Area School District, who resigns from the District within three (3) years after receiving tuition reimbursement, shall return part or all of the reimbursement received according to the following schedule:

<u>Reimbursement received during the prior number of months:</u>	<u>Percentage of Reimbursement owed back to the District</u>
12	100%
24	100%
36	50%

All reimbursement owed must be returned to the District within six (6) months of the effective resignation date.

9. Any employee, with more than ten (10) years of experience in the East Stroudsburg Area School District, who resigns from the District within two (2) years after receiving tuition reimbursement, shall return part or all of the reimbursement received according to the following schedule:

<u>Reimbursement received during the prior number of months:</u>	<u>Percentage of Reimbursement owed back to the District</u>
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12	100%
24	50%

All reimbursement owed must be returned to the District within six (6) months of the effective resignation date.

10. Any employee, who is eligible for retirement according to PSERS, will not be required to reimburse the District for college credits taken no matter when the college credits were taken.

Personal Days

Each full-time employee will receive three personal days per year. Unused personal days will be converted to sick days on July 1 of the following year.

Random Testing

School Police Officers are subject to unannounced random drug and alcohol testing. Once notified of a random test, the employee must immediately report to the designated testing location.

Evaluation Technique

The Superintendent, or his/her designee, will complete an annual appraisal of the employee using the established East Stroudsburg Area School District Support Staff Evaluation Form #512.

A summary of the appraisal will be provided to the employee prior to July 1 of any year covered by this Plan, rating his/her performance as either satisfactory, not satisfactory or in need of improvement.

Compensation Methodology

2019-2020 fiscal year hourly rates will be increased by three dollars and fifty cents (\$3.50) over those established in the 2018-2019 fiscal year, based on a satisfactory evaluation.

2020-2021 fiscal year hourly rates will be increased by three percent (3%) over those established in the 2019-2020 fiscal year, based on a satisfactory evaluation.

2021-2022 fiscal year hourly rates will be increased by three percent (3%) over those established in the 2020-2021 fiscal year, based on a satisfactory evaluation.

All matters involving Compensation shall be established and determined by official action of the Board of Education.

ACA Excise Tax

Should the District receive notice that the Health Insurance premiums will, under the ACA, be subject to the ACA excise tax, the parties will immediately commence discussions over how to reduce premiums to avoid the excise tax. The parties pledge to make themselves available to meet at least once per week in this effort.

Deferred and Severance Compensation

The Board shall make a non-elective employer contribution to the employee's 403(b) retirement program in an amount equal to unused sick and vacation time up to the allowable IRS limit.

APPENDIX "A"

Starting Wages

2019-2020	2020-2021	2021-2022
\$18.75	\$18.75	\$18.75

Unless the District determines otherwise, all new hires will be placed at the starting rate.

APPENDIX “B”

Deductibles (In-Network)

	<u>Single</u>	<u>Family</u>
January 1, 2020	\$500	\$1,500
January 1, 2021	\$500	\$1,500
January 1, 2022	\$500	\$1,500

Deductibles (Out-Network)

	<u>Single</u>	<u>Family</u>
January 1, 2020	\$1,000	\$3,000
January 1, 2021	\$1,000	\$3,000
January 1, 2022	\$1,000	\$3,000

Office Visit Copays (In-Network)

	<u>PCP</u>	<u>Specialist</u>	<u>Urgent Care</u>	<u>ER</u>
January 1, 2020	\$15	\$15	\$35	\$100
January 1, 2021	\$15	\$15	\$35	\$100
January 1, 2022	\$15	\$15	\$35	\$100

Prescription Drug Copays

	<u>Generic</u>	<u>Brand Formulary</u>	<u>Brand Non-Formulary</u>	
January 1, 2020	20%	20%	20%	Retail
	\$20	\$20	\$20	Mail
January 1, 2021	20%	20%	20%	Retail
	\$20	\$20	\$20	Mail
January 1, 2022	20%	20%	20%	Retail
	\$20	\$20	\$20	Mail

Employee Premium Share

19/20 Fiscal Year	\$1,040 Per Year.
20/21 Fiscal Year	\$1,040 Per Year.
21/22 Fiscal Year	\$1,040 Per Year.

Eligibility Restrictions

January 1, 2020	No Spousal Surcharge
January 1, 2021	No Spousal Surcharge
January 1, 2022	No Spousal Surcharge

East Stroudsburg Area School District
East Stroudsburg, PA 18301



SECURITY OFFICERS

**COMPENSATION
PLAN**

for

2019-2020 through 2022-2023

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Adoption

To comply with Pennsylvania law and to provide for a management team philosophy, the Board of Education of the East Stroudsburg Area School District, hereinafter referred to as the "Board" after Meeting and Discussing with Security Officers, hereinafter referred to as the "employee", adopts the following Compensation Plan for 2019-2020 through 2022-2023.

Approved by the East Stroudsburg Area School District Board of Education at its regularly scheduled meeting of June 24, 2019.

East Stroudsburg Area School District Board of Education

Lisa Van Why, President

Patricia Rosado, Secretary

TERM OF PLAN

From July 1, 2019 until midnight, June 30, 2023 with salaries and benefits established by the Board of Education as set forth herein.

If a new Compensation Plan for any fiscal year beyond this Plan has not been developed and approved prior to the end of this Plan, all salaries and fringe benefits will continue in force without reduction or loss of coverage until such time as a new Compensation Plan is developed and approved.

Any references to “salary”, “benefits”, “year”, “annual work year” or the like, and any calculations to be made in connection therewith, are to be based upon the District’s fiscal year which begins July 1 and ends June 30.

DEFINITIONS

For the purpose of this Plan, regular full-time employees shall be defined as employees regularly scheduled to work the equivalent of eight (8) hours per day, five (5) days per week on a regularly scheduled basis, or the equivalent of a minimum of forty (40) hours per week.

WAGES AND HOURS

1. For the purpose of calculating accrued leave time, which shall include but not be limited to sick, personal and vacation leave, accrual and use shall be calculated on hours earned and hours used based upon an employee's primary assignment.
2. Employees covered by this Plan shall be eligible for increases in salary according to the following conditions:
 - a. Effective July 1, 2019, employees’ salaries will be increased by three percent (3%), over those established in the 2018-2019 fiscal year.

- b. Effective July 1, 2020, employees' salaries will be increased by three percent (3%), over those established in the 2019-2020 fiscal year.
 - c. Effective July 1, 2021, employees' salaries will be increased by three percent (3%), over those established in the 2020-2021 fiscal year.
 - d. Effective July 1, 2022, employees' salaries will be increased by three percent (3%), over those established in the 2021-2022 fiscal year.
3. Newly hired employees' initial hiring-in salary in each year of the Plan is on as Schedule "A".
- a. The District may extend the probation period based on a less than satisfactory job performance appraisal.
4. The regular workday shall be an eight (8) hour day exclusive of one, half (1/2) hour lunch. Administration reserves the right to modify the scheduled workday when it is in the best interest of the District. One (1) fifteen (15) minute break will be allowed in the first four (4) hours of each shift and one (1) additional fifteen (15) minute break during the last four hours.
5. The regular workweek shall be forty (40) hours, consisting of five (5) days per week, and shall be based on their assigned building schedule.
6. Time and one-half (1.5x) of the appropriate straight time hourly rate will be paid for all hours worked in excess of forty (40) hours in the regular workweek or eight (8) hours in the regular workday.
7. Employees shall be considered twelve (12) month or (10) month positions. Ten (10) month employees will be scheduled the number of days students are in session in the employee's assigned building, plus up to four (4) additional days as determined by the Chief of School Police or his/her designee.

8. Ten (10) month employees shall not work and will not be paid for District authorized severe weather/emergency school cancellations or winter and spring recess. Ten (10) month employees shall not work and will not be paid for Act 80 days or in-service days, unless students are in attendance, or upon direction from the Chief of School Police or his/her designee.
9. Twelve (12) month employees shall work District authorized severe weather/emergency school cancellations, spring and winter recess, Act 80 days and in-service days.
10. In the event of District authorized delays or early dismissals that occur during the employee's regularly scheduled workday, ten (10) month employees shall report to work one hour prior to the student arrival time, without loss of pay. In the event of District authorized early dismissals, and at the discretion of the District, ten (10) month employees shall leave one hour after student dismissal time, without loss of pay.

UNIFORMS

Employees shall be required to wear uniforms provided by the District and will be responsible for the cleaning and pressing of the uniforms. All District issued uniforms shall be returned to the District, in good condition, at the time of separation from employment or reassignment into a different job classification. Uniforms will only be worn during work hours.

LEAVING THE BUILDING

Any employee must seek the permission of the Chief of School Police, principal or immediate supervisor to leave the building during work hours (not including scheduled lunch and breaks). All employees must punch out and punch in when leaving the building for occasions other than scheduled lunch and breaks.

TIME CLOCKS

Employees shall utilize the District's time clock system to clock in at start of their work assignment, and out at the end of their work assignment.

DIRECT DEPOSIT

All employees will receive their pay by direct deposit.

HOLIDAYS

The recognized paid Holidays for full-time twelve (12) month employees are as follows:

Labor Day	New Year's Eve
Thanksgiving Day	New Year's Day
*Friday after Thanksgiving Day	*Martin Luther King Jr. Day
*Monday after Thanksgiving Day	*Presidents' Day
Workday before Christmas Day	*Good Friday
Christmas Day	Memorial Day
	Fourth of July

* An alternate day will be provided by the District if students are in attendance on these days. Such an alternate day will be provided prior to the last day of the academic year.

Ten (10) month employees shall receive Holiday pay at their regularly worked hours for each of the above named Holidays that fall between the beginning and end of the student school year.

To be eligible for Holiday compensation, an employee must work or be on District approved personal, sick or vacation leave, the workday prior to and the workday immediately following the Holiday.

VACATIONS

1. All full-time twelve (12) month employees are entitled to vacation with pay on the following basis: one (1) week of vacation after one (1) year of service; two (2) weeks of vacations after (2) years of service; three (3) weeks of vacation after six (6) or more years of service; seventeen (17) days of vacation after ten (10) or more years of service in the school district. Employees who accumulate ten (10) or more unpaid workdays in any fiscal year will have their vacation days prorated for that given year.

2. Newly hired full-time twelve (12) month employees, working less than a full year (July 1 to June 30), shall be entitled (according to the following schedule), after July 1, to paid vacation, which shall be taken after the close of the then current fiscal year.

If employment begins	The employee shall be entitled
<u>between these dates:</u>	<u>to the following workday vacations:</u>

March 1 through April 30	1 day
January 1 through February 28 or 29	2 days
November 1 through December 31	3 days
September 1 through October 31	4 days
July 1 through August 31	5 days

3. Vacation with pay for full-time ten (10) month employees covered by this Plan shall be computed on the basis of the number of hours regularly worked per day by the given employee. One (1) day of vacation will be added to the individual's total allotment at the end of each full fiscal year. Employees who accumulate more than ten (10) unpaid workdays in any fiscal year will not be awarded one (1) day of vacation for that given year. Maximum amount of vacation to be awarded any individual in any given year is fifteen (15) days based on years of service to the District. Vacation must be taken when school is not in session. If there is training scheduled on an Act 80 Day, Vacation will not be granted.
4. In the event of voluntary resignation, employees covered by this Plan will receive any accrued vacation pay to which they are otherwise entitled. No vacation pay shall be required to be paid if an employee is terminated.
5. Vacation earned must be taken between July 1 and June 30 of each fiscal year, and may not accumulate from year to year. Up to five (5) vacations days that remain unused at June 30 will automatically be carried over to the next fiscal year and must be taken no later than October 31 of each year. Pay for earned vacation that is not used will not be authorized.
6. Human Resources may distribute vacation forms and calendars to each employee.

7. Employees may take vacation in quarter hour increments.

PERSONAL LEAVE

1. Employees will be granted up to three (3) days of personal leave of absence with reasons unnecessary. The employee must give reasonable time and follow District procedures to request personal leave. During the first year of employment, employees will be granted one (1) personal leave day for each four (4) full months completed.
2. Employees will carry over to the following fiscal year, a maximum of two (2) unused personal leave days. Any remaining unused personal leave days will be added to the employee's sick leave accumulation in the following fiscal year.
3. Personal leave will not be granted on the first or last student day of a school year nor will it be granted if it extends a regularly scheduled Holiday (defined in "Holidays"), provided that such personal leave requests may be granted at the discretion of the Chief of Police or his/her designee. Personal leave will not be granted on security officer staff development days designated by the Chief of Police.
4. Employees may take personal leave in quarter hour increments.

SICK LEAVE

1. Twelve (12) Month Employees - At the beginning of each new fiscal year, full-time-twelve (12) month employees covered by this Plan will be credited with twelve (12) days of sick leave according to their regular daily hourly assignment. Any unused days of sick leave remaining at the end of a given year, shall be credited as additional days of sick leave for the following year, and shall be cumulative, without limit, except with limits set forth herein. Sick days may be used for a spouse, parent or child.
2. Ten (10) Month Employees - At the beginning of each new school year, full-time ten (10) month employees covered by this Plan will be credited with ten (10) days of sick leave according to their regular daily hourly assignment. Any unused days of sick leave remaining at the end of a given year, shall be credited as additional days of sick leave for the following

year, and shall be cumulative, without limit, except with limits set forth herein. Sick days may be used for a spouse, parent or child.

3. A day of sick leave for employees shall be equal to the number of daily hours normally worked. Employees may take sick leave in quarter hour increments.
4. Any employee covered by this Plan, who begins employment after the start of their normal year, shall be credited with one (1) sick leave day for each full month of work completed.
5. Administration may require employees to furnish a doctor's excuse at the employee's expense, if the employee is absent three or more consecutive days or, in the opinion of the Administration, a pattern of sick leave abuse is indicated.
6. Administration may require an employee to furnish a doctor's excuse at the employee's expense if the employee is absent due to illness the workday prior to, or immediately following a Holiday, as defined in "Holidays", if a pattern of abuse is indicated.
7. All employees are required to give at least a two (2) hour notice when utilizing a sick day. The District shall provide all employees with a procedure for sick day notification. Only one form of notification will be required. A pattern of failure to provide such notice may provide a basis for disciplinary action.
8. Unused sick leave at retirement, for full-time employees, shall be paid at the following rates:
 - a. 2019-2020 \$50.00/day
 - b. 2020-2021 \$50.00/day
 - c. 2021-2022 \$50.00/day
 - d. 2022-2023 \$50.00/day
 - a. This money shall not be construed to apply to final average salaries for purposes of retirement. Only those employees who are eligible for retirement according to PSERS are eligible. Written notice of retirement must be made prior to January 1 of the applicable year. However, the Board may waive this requirement in special cases.

- b. No additional sick days may be accumulated for the purposes of retirement reimbursement above 261 days for full-time twelve (12) month employees, and 184 days for full-time (10) month employees.
9. Employees absent from work, unless on an approved Family and Medical Leave, who may not use vacation, sick or personal leave, shall, during the period of absence, be charged for the cost of healthcare premiums for the time absent. This charge is in addition to the loss of earnings for that period of time.

ATTENDANCE INCENTIVE

As an incentive for all bargaining unit employees to improve and maintain attendance at a high level and to forego unnecessary absence, the following monetary incentive will be paid:

- A. Full-time employees that utilize zero (0) days of sick leave for a full contracted school year, a monetary incentive in the amount of three hundred (\$300.00) dollars will be paid in the following fiscal year.
- B. In A above, employees who are absent due to suspension for cause or any unpaid leave will be ineligible for the incentive.

MILITARY LEAVE

The provisions of the Pennsylvania School Code and applicable federal and state laws shall be deemed to apply in the case of leaves of absence for military service.

BEREAVEMENT LEAVE

1. Death of a Spouse, Parent, Child: Up to five (5) non-consecutive work days leave of absence without loss of pay and benefits will be allowed by this Plan for a husband, wife, mother, father, son, daughter, step-father, step-mother, step-son or step-daughter. This leave can only be used to attend the funeral and/or attend to the affairs of the deceased.
2. Death of Immediate Family: Up to three (3) non-consecutive work days leave of absence without loss of pay and benefits will be allowed by this Plan. Members of the immediate family shall be defined as brother, sister, parent-in-law, son-in-law, daughter-in-law, grandchild, grandmother, grandfather or near relative who resides in the same household, or

any person with whom the employee has made his/her home. This leave can only be used to attend the funeral and/or attend to the affairs of the deceased.

3. Death of Near Relative: One (1) day leave of absence will be allowed without loss of pay and benefits by this Plan in the event of a near relative. A near relative shall be defined as first cousin, aunt, uncle, niece, nephew, brother-in-law or sister-in-law. This leave can only be used to attend the funeral and/or attend to the affairs of the deceased.

JURY DUTY

Employees who are required to serve on jury duty or as a witness for the District shall be paid their regular pay and shall surrender to the District any compensation received for such jury duty.

CHILDREARING LEAVE

Childrearing Leave without pay shall be equally available to the natural or adoptive parent of a newborn child, or an infant to the age of forty-eight (48) months, in the event of adoption. Childrearing leave shall be for a maximum period of one (1) calendar year. Whenever possible, written application for leave must be made at least sixty (60) days prior to the proposed effective date of leave. The Board must approve all leaves of absence.

Return to service prior to the originally approved dates requires a written request sixty (60) days before the requested date of return, unless such period is waived, at the discretion of the Administration, in extenuating circumstances.

Payment of premiums for life and health insurance may be made at the employee's expense, or, at the employee's option, by the Board to the same extent that such premium payments are made for current active employees, provided that such benefit payments must be repaid to the District if the employee fails to return to full-time service for a period of at least equal to the length of the unpaid portion of the leave.

Sick leave for disabilities caused, or contributed to by pregnancy, prior to the date of the unpaid childrearing leave, may be utilized on the same basis as sick leave for any other disabilities.

FAMILY AND MEDICAL LEAVE

The parties agree to comply with the requirements of the Family and Medical Leave Act of 1993 (FMLA), as amended. Neither the District nor the employee may waive the right to exercise any prerogative or right under the Act.

A year for FMLA purposes shall be deemed to be a rolling year calculated for each individual employee.

WORK RELATED INJURIES

An employee who is absent due to injury on the job incurred in the course of an employee's employment, and who receives worker's compensation payments, shall have the option to continue on the payroll just as if he/she were reporting for his/her regular work assignment, and be paid the difference by the Board between any benefits received under Worker's Compensation and his/her salary. In such case, sick leave will be deducted on a pro rata basis. Alternatively, the employee may elect to utilize sick leave, and return all worker's compensation payments to the District. Sick leave under this option will also be deducted on a pro rata basis. Whenever possible, the injury must be reported to the school nurse or, in the absence of the school nurse, to the immediate supervisor or building administrator within twenty-four (24) hours. Notification can be done in person, via phone, or via email. Failure to do so may result in the claim being delayed or denied. The employee has the duty to obtain treatment for work-related injuries and illnesses, from one or more of the designated healthcare providers, for ninety (90) days from the date of the first visit to a designated provider. A list of such designated healthcare providers will be supplied to each employee.

A employee who has received more than one (1) year of full worker's compensation disability with a physician's statement that the employee cannot perform his/her essential job functions, shall be discharged from his/her employment with the District. Consideration will be given to an employee's request for transfer to an available position the employee is qualified for and can perform the essential job functions.

PERSONNEL FILE/CONTENTS AVAILABLE

No derogatory material will be placed in an employee's file, unless the employee has been given the opportunity to read the same and file an answer. A copy shall be provided to the employee at no cost.

An employee will be afforded the opportunity, upon request, to inspect his/her personnel file in the presence of the Superintendent or his/her designee, except for confidential material such as pre-employment information. The employee may request copies of non-confidential file materials at his/her own expense at fees established for copies of public records.

PHYSICAL EXAMINATIONS

The Board will pay the cost of any physical examinations required under Section 1418(c) of the School Code. This does not apply where an employee is required to furnish a certificate from a physician certifying as to his/her ability or inability to perform his/her duties, as in the case of sick leave.

Should an employee elect to use his/her personal physician, the Board shall pay only that portion of the bill deemed to be customary and reasonable.

PAYROLL DEDUCTIONS

The District agrees to make payroll deductions for tax-sheltered annuities through one of the Board approved 403(b) vendors, the PA 529 College Savings Plan, the United Way, and the East Stroudsburg Education Foundation's Scholarship and General Funds. These deductions will be made only upon receipt of duly executed authorization forms.

The Board will permit payroll deduction for tax-sheltered annuities for employees covered by this Plan. All companies presently approved by the Board shall be permitted to solicit employees. Additional companies shall be authorized to solicit employees, only on petition from the employees and approved by the Board.

ACTIVITY PASSES

Activity passes shall be granted to each employee and one (1) guest.

TUITION REIMBURSEMENT

The Board agrees to reimburse full-time employees covered by this Plan for tuition only for college courses, registration fees for staff development, vocational/professional trainings, conferences, and workshops under the following conditions:

1. The training, conference, workshop or college course must be related to the employee's job description and assignment.
2. The training, conference, workshop or college course must be pre-approved (prior to registration) by the Superintendent or his/her designee, and shall be submitted on the form designated for that purpose.
3. The request for college course tuition reimbursement must be accompanied by an official transcript showing successful completion of the college course and a receipt for tuition payment. ("Successful" shall be defined as maintaining at least a "B" average, with any "C" grade being balanced by an "A" grade in order to qualify for reimbursement.)
4. The reimbursement for registration fees for staff development, vocational/professional trainings, conferences and workshops shall be the actual cost of such fees documented by a receipt.
5. The reimbursement rate for tuition payment for successfully completed college courses (not to exceed nine (9) credits per fiscal year) shall be 100% of the tuition paid, or reimbursement amount specified in the Agreement with the East Stroudsburg Area Education Support Professional Association, whichever is less.

Tuition reimbursement for completed coursework shall be made within forty-five (45) calendar days after the submission of documentation by employee as defined in Item #3 above.

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6. The Superintendent or designee shall have the right to limit the number of college credits attempted, conferences, workshops or vocational trainings attended by any one (1) individual in a given fiscal year.

7. Any employee, with between zero (0) and less than five (5) years of experience in the East Stroudsburg Area School District, who resigns from the District within four (4) years after receiving tuition reimbursement, shall return part or all of the reimbursement received according to the following schedule:

<u>Reimbursement received during the prior number of months:</u>	<u>Percentage of Reimbursement owed back to the District</u>
12	100%
24	100%
36	100%
48	50%

Prior to their effective resignation date, a promissory note with a payment plan will be signed by the employee. The first payment will be within fifteen (15) days of the effective resignation date and full payment will be within six (6) months of the effective resignation date. At the request of the employee, payments may be deducted from payroll checks subsequent to a schedule agreeable to the District and the employee.

8. Any employee, with between five (5) and ten (10) years of experience in the East Stroudsburg Area School District, who resigns from the District within three (3) years after receiving tuition reimbursement, shall return part or all of the reimbursement received according to the following schedule:

<u>Reimbursement received during the prior number of months:</u>	<u>Percentage of Reimbursement owed back to the District</u>
12	100%
24	100%
36	50%

Prior to their effective resignation date, a promissory note with a payment plan will be signed by the employee. The first payment will be within fifteen (15) days of the effective resignation date and full payment will be within six (6) months of the effective resignation date. At the request of the employee, payments may be

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deducted from payroll checks subsequent to a schedule agreeable to the District and the employee.

9. Any employee, with more than ten (10) years of experience in the East Stroudsburg Area School District, who resigns from the District within two (2) years after receiving tuition reimbursement, shall return part or all of the reimbursement received according to the following schedule:

<u>Reimbursement received during the prior number of months:</u>	<u>Percentage of Reimbursement owed back to the District</u>
12	100%
24	50%

Prior to their effective resignation date, a promissory note with a payment plan will be signed by the employee. The first payment will be within fifteen (15) days of the effective resignation date and full payment will be within six (6) months of the effective resignation date. At the request of the employee, payments may be deducted from payroll checks subsequent to a schedule agreeable to the District and the employee.

10. Any employee, who is eligible for retirement according to PSERS and retires from the District, will not be required to reimburse the District for college credits taken no matter when the college credits were taken.

PROBATIONARY PERIOD

Each new employee shall be considered probationary during the first ninety (90) workdays of employment. New employees may be terminated at any time up to the conclusion of the probationary period, at the discretion of the District. Thereafter, the employee shall be considered a regular employee of the District and shall acquire seniority status back to the date of employment. The District may extend the probationary period. Written notification indicating the reason and length of the extension will be given to the employee.

LIFE INSURANCE

The Board agrees to pay the premium cost for group life insurance and group accidental death and dismemberment insurance for employees covered by this Plan. The insurance payout shall be \$50,000 during each of the years of this Plan.

New employees covered by this Plan will not be provided with this insurance until they have successfully completed the ninety (90) day probationary period.

HEALTH INSURANCE/RETIREES

The Board agrees to pay the monthly premiums for health insurance for employees who retire from the District through the Public School Employee Retirement system after July 1, 1983 (except as modified below), and who meets the following conditions:

1. Is age 60 or older with at least 25 years of service (of which at least 15 must have been with the East Stroudsburg Area School District); or,
2. Whose age plus years of service exceeds the sum of 83 while the retirement system 53/30 window is in effect, or 84 under the basic retirement system plan (of which at least 15 years of service must be in the East Stroudsburg Area School District.)

This coverage shall be provided for employees only until the last day of the month prior to the month when said employee reaches the age of Medicare eligibility. This coverage shall be provided at the same level of coverage that is in effect for other members covered by this Plan. Retirees shall not contribute premium share toward the purchase of their healthcare benefits. The employee will be required to pay the difference between this individual coverage and any dependent coverage that he/she elects to carry in accordance with Board Policy #549.

DISABILITY INSURANCE

The Board agrees to pay the monthly premiums for a long term disability insurance plan that provides for a payment of sixty per cent (60%) of the employee's salary, with an elimination period of the greater of a employee's accumulated sick time or ninety (90) days with a maximum of \$5,000 per month, for each employee covered by this Plan.

HEALTHCARE BENEFITS

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The Board agrees to provide healthcare benefits for full-time employees and their eligible dependents through a Preferred Provider Organization (PPO) delineated in the Plan documents published on the District's website at the date of signing of this Plan by both parties. The Plan documents will be updated as necessary. The District shall not make changes to the benefit levels provided to the employees. However, the District shall not be responsible for changes to the Plan if made unilaterally by the District's Plan administrator or for changes made due to applicable federal and/or state laws and regulations.

Full-time employees who qualify for healthcare benefits will pay an annual premium share of \$1,040 per fiscal year. This amount shall be pro-rated over the employees' fiscal year pay periods.

The District shall adopt a 125 plan prior to any employee contribution toward healthcare benefits so that the employee contribution may be paid before taxes are deducted from the gross pay.

Dental Insurance

The Board agrees to provide dental benefits for full-time employees and their eligible dependents as delineated in the Plan documents published on the District's website at the date of the signing of this Plan by both parties. The Plan documents will be updated as necessary. The District shall not make changes to the benefit levels provided to the employees. However, the District shall not be responsible for changes to the Plan if made unilaterally by the District's Plan administrator or for changes made due to applicable federal and/or state laws or regulations.

Vision Insurance

The Board agrees to provide vision benefits for full-time employees and their eligible dependents as delineated in the Plan document published on the District's website at the date of the signing of this Plan by both parties. The Plan documents will be updated as necessary. The District shall not make changes to the benefit levels provided to employees. However, the District shall not be responsible for changes to the Plan if made unilaterally by the District's Plan administrator or for changes made due to applicable federal and/or state laws or regulations.

1. Each employee or eligible dependent will be able to receive reimbursement from the District once every two (2) years for the twenty-five dollar (\$25) co-payment.

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2. The employee will submit to the District's Business Office, either the original vision provider's receipt or original vision provider's explanation of benefits if the vision service or corrective eyewear paid for was applicable to the co-payment.
3. Reimbursement for the employee or eligible dependent co-pay will be made within thirty (30) calendar days after the second Board of Education meeting following submission of the documentation listed above in #2 to the business office.
4. The employee will have six (6) calendar months after the date of service/purchase to submit the eligible receipts(s) or explanation of benefits as outlined above to the business office.
5. The total allowance for contacts under the current vision provider will be increased to \$150 per employee and per his/her eligible dependents.

Any other improvements in the health care benefits, i.e., hospitalization, vision plan, dental, prescription drug, etc., being provided to the East Stroudsburg Education Support Professional Association as the result of negotiations in future contracts shall be incorporated into this Plan, except for those non-healthcare benefits specifically covered elsewhere.

Should the Board of Education secure an alternate underwriter for the employees' hospitalization and dental insurance, separately or combined, the employee shall be guaranteed the following: (a) Equivalent and equal coverage on each and every provision contained in the appendix; (b) The appendix shall be the existing coverage and constitute the minimum; and, (c) The appendix shall change in accordance with the Plan guidelines. It is also guaranteed by the Board of Education, that no employee will suffer a loss and/or reduction in benefits by virtue of an alternate underwriter's waiting period or of existing illness disclaimers.

ACA EXCISE TAX

Should the District receive notice that the Health Insurance premiums will, under the ACA, be subject to the ACA excise tax, the parties will immediately commence discussions over how to

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reduce premiums to avoid the excise tax. The parties pledge to make themselves available to meet at least once per week in this effort.

SENIORITY, LAYOFF AND RECALL

A. Definition and Guidelines

1. Seniority shall be defined as an employee's length of continuous service with the employer since the employee's most recent date of hire as a security officer.
2. In the event of a layoff or reduction in force, layoffs shall be on the basis of seniority, provided that the remaining employees are qualified and physically able to perform the work. Recalls from layoff will be in inverse order of seniority.
3. Employees who are laid off shall retain their seniority until such time that they are recalled from layoff and decline to return to the District.
5. Seniority and all related rights under this Plan shall be lost by an employee for any of the following reasons:
 - a. Voluntary quit or resignation.
 - b. Discharge.
 - c. Failure upon recall by certified mail from layoff to report to work within one (1) week.
 - d. Retirement.
 - e. Failure to return from an approved leave of absence.
 - f. Absence for three (3) consecutive days without notifying the District, unless failure to do so is beyond the employee's control.
 - g. Failure to accept a job offering in the same classification.

NO STRIKE

Security officers shall not take part in any strike during the term of this Plan.

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SEPARABILITY CLAUSE

In the event any provision of this Plan is found to be inconsistent with any statute or law, the provisions of such statute or law shall prevail, and if any provision herein is found to be invalid and unenforceable by a court or any administrative agency having jurisdiction, then such provision shall be considered void, but all other valid provisions shall remain in full force and effect.

JUST CAUSE

No employee shall be disciplined or discharged except for just cause. An employee, who is subject to discipline and/or discharge, may elect a hearing as provided by law.

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SCHEDULE "A"

SECURITY OFFICERS

Starting Wages

2019-2020	2020-2021	2021-2022	2022-2023
\$17.18	\$17.18	\$17.18	\$17.18

Unless the District determines otherwise, all new hires will be placed at the starting rate.

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SCHEDULE "B"

Deductibles (In-Network)

	<u>Single</u>	<u>Family</u>
January 1, 2020	\$400	\$1,200
January 1, 2021	\$400	\$1,200
January 1, 2022	\$400	\$1,200
January 1, 2023	\$400	\$1,200

Deductibles (Out-Network)

	<u>Single</u>	<u>Family</u>
January 1, 2020	\$800	\$2,400
January 1, 2021	\$800	\$2,400
January 1, 2022	\$800	\$2,400
January 1, 2023	\$800	\$2,400

Office Visit Copays (In-Network)

	<u>PCP</u>	<u>Specialist</u>	<u>Urgent Care</u>	<u>ER</u>
January 1, 2020	\$15	\$15	\$35	\$100
January 1, 2021	\$15	\$15	\$35	\$100
January 1, 2022	\$15	\$15	\$35	\$100
January 1, 2023	\$15	\$15	\$35	\$100

Prescription Drug Copays

	<u>Generic</u>	<u>Brand Formulary</u>	<u>Brand Non-Formulary</u>	
January 1, 2020	20%	20%	20%	Retail
	\$20	\$20	\$20	Mail
January 1, 2021	20%	20%	20%	Retail
	\$20	\$20	\$20	Mail
January 1, 2022	20%	20%	20%	Retail
	\$20	\$20	\$20	Mail
January 1, 2023	20%	20%	20%	Retail
	\$20	\$20	\$20	Mail

Employee Premium Share

19/20 Fiscal Year	\$1,040 per year
20/21 Fiscal Year	\$1,040 per year
21/22 Fiscal Year	\$1,040 per year
22/23 Fiscal Year	\$1,040 per year

Eligibility Restrictions

January 1, 2020	No Spousal Surcharge
January 1, 2021	No Spousal Surcharge
January 1, 2022	No Spousal Surcharge
January 1, 2023	No Spousal Surcharge

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East Stroudsburg Area School District
East Stroudsburg, PA 18301



CROSSING GUARDS

**COMPENSATION
PLAN**

for

2019-2020 through 2022-2023

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Adoption

To comply with Pennsylvania law and to provide for a management team philosophy, the Board of Education of the East Stroudsburg Area School District, hereinafter referred to as the "Board" after Meeting and Discussing with Crossing Guards, hereinafter referred to as the "employee", adopts the following Compensation Plan for 2019-2020 through 2022-2023.

Approved by the East Stroudsburg Area School District Board of Education at its regularly scheduled meeting of June 24, 2019.

**East Stroudsburg Area School District
Board of Education**

Lisa Van Why, President

Patricia Rosado, Secretary

TERM OF PLAN

From July 1, 2019 until midnight, June 30, 2023 with salaries and benefits established by the Board of Education as set forth herein.

If a new Compensation Plan for any fiscal year beyond this Plan has not been developed and approved prior to the end of this Plan, all salaries and fringe benefits will continue in force without reduction or loss of coverage until such time as a new Compensation Plan is developed and approved.

Any references to “salary”, “benefits”, “year”, “annual work year” or the like, and any calculations to be made in connection therewith, are to be based upon the District’s fiscal year which begins July 1 and ends June 30.

DEFINITIONS

For the purpose of this Plan, regular full-time employees shall be defined as employees regularly scheduled to work the minimum of five (5) hours or more per day, five (5) days per week on a regularly scheduled basis, or the equivalent of a minimum of twenty-five (25) hours per week.

WAGES AND HOURS

1. For the purpose of calculating accrued leave time, which shall include but not be limited to sick, personal and vacation leave, accrual and use shall be calculated on hours earned and hours used based upon an employee's primary assignment.
2. Employees covered by this Plan shall be eligible for increases in salary according to the following conditions:
 - a. Effective July 1, 2019, employees’ salaries will be increased by three percent (3%), over those established in the 2018-2019 fiscal year.
 - b. Effective July 1, 2020, employees’ salaries will be increased by three percent (3%), over those established in the 2019-2020 fiscal year.

- c. Effective July 1, 2021, employees' salaries will be increased by three percent (3%), over those established in the 2020-2021 fiscal year.
 - d. Effective July 1, 2022, employees' salaries will be increased by three percent (3%), over those established in the 2021-2022 fiscal year.
- 3. Newly hired employees' initial hiring-in salary in each year of the Plan is on as Schedule "A".
 - a. The District may extend the probation period based on a less than satisfactory job performance appraisal.
- 4. The regular workday shall be a minimum of a five (5) hour day exclusive of one, half (1/2) hour lunch. Normal hours will be pursuant to the needs of the District. Administration reserves the right to modify these shifts when it is in the best interest of the District.
- 5. The regular workweek shall be a minimum of (25) hours, consisting of five (5) days per week, and shall be based on their assigned building schedule.
- 6. Time and one-half (1.5x) of the appropriate straight time hourly rate will be paid for all hours worked in excess of forty (40) hours in the regular workweek.
- 7. Employees shall be ten (10) month employees and will be scheduled the number of days students are in session in the employee's assigned building, plus up to four (4) additional days as determined by the Chief of School Police or his/her designee.
- 8. Employees shall not work and will not be paid for District authorized severe weather/emergency school cancellations or winter and spring recess. Employees shall not work and will not be paid for Act 80 days or in-service days, unless students are in attendance, or with prior approval from the Chief of School Police or his/her designee.

SAFETY CLOTHING

Employees shall be required to wear safety clothing provided by the District. All District issued safety clothing shall be returned to the District, in good condition, at the time of separation from employment or reassignment into a different job classification. Safety clothing will only be worn during work hours.

TIME SHEETS

Employees shall complete District provided time sheets for their daily work assignments and return them to the Chief of Police at the end of the pay period.

DIRECT DEPOSIT

All employees will receive their pay by direct deposit.

HOLIDAYS

The recognized paid Holidays for full-time employees are as follows:

Labor Day	New Year's Eve
Thanksgiving Day	New Year's Day
*Friday after Thanksgiving Day	*Martin Luther King Jr. Day
*Monday after Thanksgiving Day	*Presidents' Day
Workday before Christmas Day	*Good Friday
Christmas Day	Memorial Day

* An alternate day will be provided by the District if students are in attendance on these days. Such an alternate day will be provided prior to the last day of the academic year.

To be eligible for Holiday compensation, an employee must work or be on District approved personal, sick or vacation leave, the workday prior to and the workday immediately following the Holiday.

VACATIONS

1. Vacation with pay for employees covered by this Plan shall be computed on the basis of the number of hours regularly worked per day by the given employee. One (1) day of vacation

will be added to the individual's total allotment at the end of each full fiscal year. Employees who accumulate more than ten (10) unpaid workdays in any fiscal year will not be awarded one (1) day of vacation for that given year. Maximum amount of vacation to be awarded any individual in any given year is fifteen (15) days based on years of service to the District. Vacation must be taken when school is not in session.

2. In the event of voluntary resignation, employees covered by this Plan will receive any accrued vacation pay to which they are otherwise entitled. No vacation pay shall be required to be paid if an employee is terminated.
3. Vacation earned must be taken between July 1 and June 30 of each fiscal year, and may not accumulate from year to year. Up to five (5) vacation days that remain unused at June 30 will automatically be carried over to the next fiscal year and must be taken no later than October 31 of each year. Pay for earned vacation that is not used will not be authorized.
4. Human Resources may distribute vacation forms and calendars to each employee.
5. Employees may take vacation in quarter hour increments.

PERSONAL LEAVE

1. Employees will be granted up to three (3) days of personal leave of absence with reasons unnecessary. The employee must give reasonable time and follow District procedures to request personal leave. During the first year of employment, employees will be granted one (1) personal leave day for each four (4) full months completed.
2. Employees will carry over to the following fiscal year, a maximum of two (2) unused personal leave days. Any remaining unused personal leave days will be added to the employee's sick leave accumulation in the following fiscal year.
3. Personal leave will not be granted on the first or last student day of a school year nor will it be granted if it extends a regularly scheduled Holiday (defined in "Holidays"), provided that such personal leave requests may be granted at the discretion of the Chief of Police or his/her

designee. Personal leave will not be granted on days designated by the Chief of Police as staff development for crossing guards.

4. Employees may take personal leave in quarter hour increments.

SICK LEAVE

1. At the beginning of each new school year, full-time ten (10) month employees covered by this Plan will be credited with ten (10) days of sick leave according to their regular daily hourly assignment. Any unused days of sick leave remaining at the end of a given year, shall be credited as additional days of sick leave for the following year, and shall be cumulative, without limit, except with limits set forth herein. Sick days may be used for a spouse, parent or child.
2. A day of sick leave for employees shall be equal to the number of daily hours normally worked. Employees may take sick leave in quarter hour increments.
3. Any employee covered by this Plan, who begins employment after the start of their normal year, shall be credited with one (1) sick leave day for each full month of work completed.
4. Administration may require employees to furnish a doctor's excuse at the employee's expense, if the employee is absent three or more consecutive days or, in the opinion of the Administration, a pattern of sick leave abuse is indicated.
5. Administration may require an employee to furnish a doctor's excuse at the employee's expense if the employee is absent due to illness the workday prior to, or immediately following a Holiday, as defined in "Holidays", if a pattern of abuse is indicated.
6. All employees are required to give at least a two (2) hour notice when utilizing a sick day. The District shall provide all employees with a procedure for sick day notification. Only one form of notification will be required. A pattern of failure to provide such notice may provide a basis for disciplinary action.

7. Unused sick leave at retirement, for full-time employees, shall be paid at the following rates:
- a. 2019-2020 \$50.00/day
 - b. 2020-2021 \$50.00/day
 - c. 2021-2022 \$50.00/day
 - d. 2022-2023 \$50.00/day
- a. This money shall not be construed to apply to final average salaries for purposes of retirement. Only those employees who are eligible for retirement according to PSERS are eligible. Written notice of retirement must be made prior to January 1 of the applicable year. However, the Board may waive this requirement in special cases.
- b. No additional sick days may be accumulated for the purposes of retirement reimbursement above 184 days for full-time (10) month employees.
8. Employees absent from work, unless on an approved Family and Medical Leave, who may not use vacation, sick or personal leave, shall, during the period of absence, be charged for the cost of healthcare premiums for the time absent. This charge is in addition to the loss of earnings for that period of time.

MILITARY LEAVE

The provisions of the Pennsylvania School Code and applicable federal and state laws shall be deemed to apply in the case of leaves of absence for military service.

BEREAVEMENT LEAVE

1. Death of a Spouse, Parent, Child: Up to five (5) non-consecutive work days leave of absence without loss of pay and benefits will be allowed by this Plan for a husband, wife, mother, father, son, daughter, step-father, step-mother, step-son or step-daughter. This leave can only be used to attend the funeral and/or attend to the affairs of the deceased.
2. Death of Immediate Family: Up to three (3) non-consecutive work days leave of absence without loss of pay and benefits will be allowed by this Plan. Members of the immediate

family shall be defined as brother, sister, parent-in-law, son-in-law, daughter-in-law, grandchild, grandmother, grandfather or near relative who resides in the same household, or any person with whom the employee has made his/her home. This leave can only be used to attend the funeral and/or attend to the affairs of the deceased.

3. Death of Near Relative: One (1) day leave of absence will be allowed without loss of pay and benefits by this Plan in the event of a near relative. A near relative shall be defined as first cousin, aunt, uncle, niece, nephew, brother-in-law or sister-in-law. This leave can only be used to attend the funeral and/or attend to the affairs of the deceased.

JURY DUTY

Employees who are required to serve on jury duty or as a witness for the District shall be paid their regular pay and shall surrender to the District any compensation received for such jury duty.

CHILDREARING LEAVE

Childrearing Leave without pay shall be equally available to the natural or adoptive parent of a newborn child, or an infant to the age of forty-eight (48) months, in the event of adoption. Childrearing leave shall be for a maximum period of one (1) calendar year. Whenever possible, written application for leave must be made at least sixty (60) days prior to the proposed effective date of leave. The Board must approve all leaves of absence.

Return to service prior to the originally approved dates requires a written request sixty (60) days before the requested date of return, unless such period is waived, at the discretion of the Administration, in extenuating circumstances.

Payment of premiums for life and health insurance may be made at the employee's expense, or, at the employee's option, by the Board to the same extent that such premium payments are made for current active employees, provided that such benefit payments must be repaid to the District if the employee fails to return to full-time service for a period of at least equal to the length of the unpaid portion of the leave.

Sick leave for disabilities caused, or contributed to by pregnancy, prior to the date of the unpaid childrearing leave, may be utilized on the same basis as sick leave for any other disabilities.

FAMILY AND MEDICAL LEAVE

The parties agree to comply with the requirements of the Family and Medical Leave Act of 1993 (FMLA), as amended. Neither the District nor the employee may waive the right to exercise any prerogative or right under the Act.

A year for FMLA purposes shall be deemed to be a rolling year calculated for each individual employee.

WORK RELATED INJURIES

An employee who is absent due to injury on the job incurred in the course of an employee's employment, and who receives worker's compensation payments, shall have the option to continue on the payroll just as if he/she were reporting for his/her regular work assignment, and be paid the difference by the Board between any benefits received under Worker's Compensation and his/her salary. In such case, sick leave will be deducted on a pro rata basis. Alternatively, the employee may elect to utilize sick leave, and return all worker's compensation payments to the District. Sick leave under this option will also be deducted on a pro rata basis. Whenever possible, the injury must be reported to the school nurse or, in the absence of the school nurse, to the immediate supervisor or building administrator within twenty-four (24) hours. Notification can be done in person, via phone, or via email. Failure to do so may result in the claim being delayed or denied. The employee has the duty to obtain treatment for work-related injuries and illnesses, from one or more of the designated healthcare providers, for ninety (90) days from the date of the first visit to a designated provider. A list of such designated healthcare providers will be supplied to each employee.

A employee who has received more than one (1) year of full worker's compensation disability with a physician's statement that the employee cannot perform his/her essential job functions, shall be discharged from his/her employment with the District. Consideration will be given to an employee's request for transfer to an available position the employee is qualified for and can perform the essential job functions.

PERSONNEL FILE/CONTENTS AVAILABLE

No derogatory material will be placed in an employee's file, unless the employee has been given the opportunity to read the same and file an answer. A copy shall be provided to the employee at no cost.

An employee will be afforded the opportunity, upon request, to inspect his/her personnel file in the presence of the Superintendent or his/her designee, except for confidential material such as pre-employment information. The employee may request copies of non-confidential file materials at his/her own expense at fees established for copies of public records.

PHYSICAL EXAMINATIONS

The Board will pay the cost of any physical examinations required under Section 1418(c) of the School Code. This does not apply where an employee is required to furnish a certificate from a physician certifying as to his/her ability or inability to perform his/her duties, as in the case of sick leave.

Should an employee elect to use his/her personal physician, the Board shall pay only that portion of the bill deemed to be customary and reasonable.

PAYROLL DEDUCTIONS

The District agrees to make payroll deductions for tax-sheltered annuities through one of the Board approved 403(b) vendors, the PA 529 College Savings Plan, the United Way, and the East Stroudsburg Education Foundation's Scholarship and General Funds. These deductions will be made only upon receipt of duly executed authorization forms.

The Board will permit payroll deduction for tax-sheltered annuities for employees covered by this Plan. All companies presently approved by the Board shall be permitted to solicit employees. Additional companies shall be authorized to solicit employees, only on petition from the employees and approved by the Board.

ACTIVITY PASSES

Activity passes shall be granted to each employee and one (1) guest.

PROBATIONARY PERIOD

Each new employee shall be considered probationary during the first ninety (90) workdays of employment. New employees may be terminated at any time up to the conclusion of the probationary period, at the discretion of the District. Thereafter, the employee shall be considered a regular employee of the District and shall acquire seniority status back to the date of employment. The District may extend the probationary period. Written notification indicating the reason and length of the extension will be given to the employee.

LIFE INSURANCE

The Board agrees to pay the premium cost for group life insurance and group accidental death and dismemberment insurance for employees covered by this Plan. The insurance payout shall be \$50,000 during each of the years of this Plan.

New employees covered by this Plan will not be provided with this insurance until they have successfully completed the ninety (90) day probationary period.

HEALTH INSURANCE/RETIREES

The Board agrees to pay the monthly premiums for health insurance for employees who retire from the District and who meet the following conditions:

1. Is age 60 or older with at least 25 years of service (of which at least 15 must have been with the East Stroudsburg Area School District); or,
2. Whose age plus years of service exceeds the sum of 84 (of which at least 15 years of service must be in the East Stroudsburg Area School District.)

This coverage shall be provided for employees only until the last day of the month prior to the month when said employee reaches the age of Medicare eligibility. This coverage shall be provided at the same level of coverage that is in effect for other members covered by this Plan. Retirees shall not contribute premium share toward the purchase of their healthcare benefits. The employee will be required to pay the difference between this individual coverage and any dependent coverage that he/she elects to carry in accordance with Board Policy #549.

DISABILITY INSURANCE

The Board agrees to pay the monthly premiums for a long term disability insurance plan that provides for a payment of sixty per cent (60%) of the employee's salary, with an elimination period of the greater of a employee's accumulated sick time or ninety (90) days with a maximum of \$5,000 per month, for each employee covered by this Plan.

HEALTHCARE BENEFITS

The Board agrees to provide healthcare benefits for full-time employees and their eligible dependents through a Preferred Provider Organization (PPO) delineated in the Plan documents published on the District's website at the date of signing of this Plan by both parties. The Plan documents will be updated as necessary. The District shall not make changes to the benefit levels provided to the employees. However, the District shall not be responsible for changes to the Plan if made unilaterally by the District's Plan administrator or for changes made due to applicable federal and/or state laws and regulations.

Full-time employees who qualify for healthcare benefits will pay an annual premium share of \$1,040 per fiscal year. This amount shall be pro-rated over the employees' fiscal year pay periods.

The District shall adopt a 125 plan prior to any employee contribution toward healthcare benefits so that the employee contribution may be paid before taxes are deducted from the gross pay.

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The Board agrees to provide dental benefits for full-time employees and their eligible dependents as delineated in the Plan documents published on the District's website at the date of the signing of this Plan by both parties. The Plan documents will be updated as necessary. The District shall not make changes to the benefit levels provided to the employees. However, the District shall not be responsible for changes to the Plan if made unilaterally by the District's Plan administrator or for changes made due to applicable federal and/or state laws or regulations.

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The Board agrees to provide vision benefits for full-time employees and their eligible dependents as delineated in the Plan document published on the District's website at the date of the signing of this Plan by both parties. The Plan documents will be updated as necessary. The District shall not

make changes to the benefit levels provided to employees. However, the District shall not be responsible for changes to the Plan if made unilaterally by the District's Plan administrator or for changes made due to applicable federal and/or state laws or regulations.

1. Each employee or eligible dependent will be able to receive reimbursement from the District once every two (2) years for the twenty-five dollar (\$25) co-payment.
2. The employee will submit to the District's Business Office, either the original vision provider's receipt or original vision provider's explanation of benefits if the vision service or corrective eyewear paid for was applicable to the co-payment.
3. Reimbursement for the employee or eligible dependent co-pay will be made within thirty (30) calendar days after the second Board of Education meeting following submission of the documentation listed above in #2 to the business office.
4. The employee will have six (6) calendar months after the date of service/purchase to submit the eligible receipts(s) or explanation of benefits as outlined above to the business office.
5. The total allowance for contacts under the current vision provider will be increased to \$150 per employee and per his/her eligible dependents.

Any other improvements in the health care benefits, i.e., hospitalization, vision plan, dental, prescription drug, etc., being provided to the East Stroudsburg Education Support Professional Association as the result of negotiations in future contracts shall be incorporated into this Plan, except for those non-healthcare benefits specifically covered elsewhere.

Should the Board of Education secure an alternate underwriter for the employees' hospitalization and dental insurance, separately or combined, the employee shall be guaranteed the following: (a) Equivalent and equal coverage on each and every provision contained in the appendix; (b) The appendix shall be the existing coverage and constitute the minimum; and, (c) The appendix shall change in accordance with the Plan guidelines. It is also guaranteed by the Board of Education, that

no employee will suffer a loss and/or reduction in benefits by virtue of an alternate underwriter's waiting period or of existing illness disclaimers.

ACA EXCISE TAX

Should the District receive notice that the Health Insurance premiums will, under the ACA, be subject to the ACA excise tax, the parties will immediately commence discussions over how to reduce premiums to avoid the excise tax. The parties pledge to make themselves available to meet at least once per week in this effort.

SENIORITY, LAYOFF AND RECALL

Definition and Guidelines

1. Seniority shall be defined as an employee's length of continuous service with the employer since the employee's most recent date of hire as a crossing guard.
2. In the event of a layoff or reduction in force, layoffs shall be on the basis of seniority, provided that the remaining employees are qualified and physically able to perform the work. Recalls from layoff will be in inverse order of seniority.
3. Employees who are laid off shall retain their seniority until such time that they are recalled from layoff and decline to return to the District.
5. Seniority and all related rights under this Plan shall be lost by an employee for any of the following reasons:
 - a. Voluntary quit or resignation.
 - b. Discharge.
 - c. Failure upon recall by certified mail from layoff to report to work within one (1) week.
 - d. Retirement.
 - e. Failure to return from an approved leave of absence.
 - f. Absence for three (3) consecutive days without notifying the District, unless failure to do so is beyond the employee's control.
 - g. Failure to accept a job offering in the same classification.

NO STRIKE

Employees shall not take part in any strike during the term of this Plan.

SEPARABILITY CLAUSE

In the event any provision of this Plan is found to be inconsistent with any statute or law, the provisions of such statute or law shall prevail, and if any provision herein is found to be invalid and unenforceable by a court or any administrative agency having jurisdiction, then such provision shall be considered void, but all other valid provisions shall remain in full force and effect.

JUST CAUSE

No employee shall be disciplined or discharged except for just cause. An employee, who is subject to discipline and/or discharge, may elect a hearing as provided by law.

SCHEDULE "A"

CROSSING GUARDS

Starting Wages

2019-2020	2020-2021	2021-2022	2022-2023
\$13.46	\$13.46	\$13.46	\$13.46

Unless the District determines otherwise, all new hires will be placed at the starting rate.

SCHEDULE "B"

Deductibles (In-Network)

	<u>Single</u>	<u>Family</u>
January 1, 2020	\$400	\$1,200
January 1, 2021	\$400	\$1,200
January 1, 2022	\$400	\$1,200
January 1, 2023	\$400	\$1,200

Deductibles (Out-Network)

	<u>Single</u>	<u>Family</u>
January 1, 2020	\$800	\$2,400
January 1, 2021	\$800	\$2,400
January 1, 2022	\$800	\$2,400
January 1, 2023	\$800	\$2,400

Office Visit Copays (In-Network)

	<u>PCP</u>	<u>Specialist</u>	<u>Urgent Care</u>	<u>ER</u>
January 1, 2020	\$15	\$15	\$35	\$100
January 1, 2021	\$15	\$15	\$35	\$100
January 1, 2022	\$15	\$15	\$35	\$100
January 1, 2023	\$15	\$15	\$35	\$100

Prescription Drug Copays

	<u>Generic</u>	<u>Brand Formulary</u>	<u>Brand Non-Formulary</u>	
January 1, 2020	20%	20%	20%	Retail
	\$20	\$20	\$20	Mail
January 1, 2021	20%	20%	20%	Retail
	\$20	\$20	\$20	Mail
January 1, 2022	20%	20%	20%	Retail
	\$20	\$20	\$20	Mail
January 1, 2023	20%	20%	20%	Retail
	\$20	\$20	\$20	Mail

Employee Premium Share

19/20 Fiscal Year	\$1,040 per year
20/21 Fiscal Year	\$1,040 per year
21/22 Fiscal Year	\$1,040 per year
22/23 Fiscal Year	\$1,040 per year

Eligibility Restrictions

January 1, 2020	No Spousal Surcharge
January 1, 2021	No Spousal Surcharge
January 1, 2022	No Spousal Surcharge
January 1, 2023	No Spousal Surcharge

**THE UNIVERSITY OF SCRANTON
AFFILIATION SITE AGREEMENT**

THIS AGREEMENT, effective the 23rd day of May, 2019, is by and between The University of Scranton, a Pennsylvania non-profit corporation having its principal place of business at 800 Linden Street, Scranton, PA (" University ") and East Stroudsburg Area School District ("Facility"), with principal offices located at 50 Vine Street, East Stroudsburg, PA 18301.

WITNESSETH:

WHEREAS, the University is a fully accredited University that offers curricula leading to a baccalaureate and graduate degrees in various professional disciplines; and

WHEREAS, clinical education, fieldwork, practicum, internship and residency requirements ("field experience") are an integral part of the above-mentioned disciplines; and

WHEREAS, the University, through the Panuska College of Professional Studies, desires to provide students with an enhanced educational experience by using the appropriate facilities and personnel offered by the Facility for the implementation of the field experience phase of the curriculum for its students; and

WHEREAS, the Facility desires to collaborate with the University to establish the educational objectives for the field experience, devise methods for their implementation and evaluate the effectiveness of each, and is willing to make its employees and premises available for such purposes.

NOW THEREFORE, in consideration of the mutual promises contained herein, the University and Facility, intending to be legally bound, agree as follows:

A. PURPOSE

The purpose of the Affiliation Site Agreement is to define the rules and responsibilities of the University and the Facility in the planning and implementation of the field experience. Both parties agree to cooperate in the implementation of the provisions described herein in order to attain a maximally effective experience that is beneficial to both parties. It is understood that the Facility shall retain authority and responsibility for all individuals under its care.

B. JOINT RESPONSIBILITIES

1. Neither party shall discriminate against any student on the basis of race, religion, color, sex, age, national origin, disability, gender identity or expression, sexual orientation, veteran status or other status protected by law.

11. Both parties agree that the student is not entitled to wages.

C. **RESPONSIBILITIES OF THE UNIVERSITY**

1. The University shall be responsible for decisions regarding administration of the overall educational program, including student dismissal, curriculum philosophy, evaluation, admissions, graduation, faculty appointments, and compliance with educational standards established by the University and accrediting bodies.
2. The University will assign to the Facility only those students who have satisfactorily completed the required course of study and any prerequisites for the field experience at Facility, and who meet the Facility's standards of health and ability.
3. The University agrees to review the student's log of activities and time spent at the Facility.
4. The University agrees to establish and maintain regular and ongoing communication with the Facility's designated representative on any issues pertinent to the field experience.
5. The University will identify the Coordinator to act as a liaison between the University and Facility. The Coordinator will provide the Facility with all necessary information prior to and during the field experience and will plan appropriate visits, and consultation conferences, onsite if practicable, or via telecommunication. In addition, the Coordinator will be available to discuss any problems or answer any questions that may arise at the Facility.
6. The University will advise assigned students and faculty of their responsibilities under this Agreement and for compliance with all pertinent rules, policies, procedures and regulations of the Facility, including any applicable accreditation standards, required dress, hours of attendance and required departmental programs (including after-hours programs), as designated by Facility.
7. The University agrees to adhere to applicable standards set by regulatory agencies and as articulated by the Facility to the University. The University shall reasonably cooperate with Facility on any requests from regulatory agencies for additional information.
8. The University shall provide and maintain bodily injury, property damage, and professional liability insurance with a minimum limit of \$1,000,000 per occurrence and an annual aggregate of \$3,000,000 per occurrence. The University agrees to furnish the Facility with evidence of such insurance upon

Facility's request. Students of the University will likewise carry professional liability insurance.

9. The University agrees to indemnify and hold harmless Facility, its agents and employees from and against claims, demands, actions settlements, or judgments, including attorneys' fees and litigation expenses, based upon or arising out of activities related to this Agreement to the extent that such claims, demands, actions, settlements or judgments are caused by the negligent acts or omissions of the University, its agents, employees, or students.
10. The University will ensure that students and faculty are informed of their responsibilities to respect the confidentiality of Facility records.
11. If required, the University shall require students to maintain adequate health insurance throughout the field experience, proof of which shall be furnished to the Facility upon request.
12. The University shall require all students to remain current on all health screening and background clearances as are required by Facility's policies and guidelines. University shall supply documentation of all clearances upon Facility's request.
13. The University acknowledges that the Facility, if a health care facility, has sole authority over clinical care and full discretion to remove immediately any student who Facility deems is not performing appropriately, is not fully complying with a rule, policy, procedure or practice of the Facility, or in any way could jeopardize the delivery of health care services.
14. The University will ensure that students and faculty are informed of their responsibilities to respect the confidentiality of Facility records and will follow agency policy, as applicable, on compliance with the Health Insurance Portability and Accountability Act of 1996 (HIPAA).

D. RESPONSIBILITIES OF THE FACILITY

1. The Facility will designate a supervisor to implement and plan the field experience and to interact with the University as mutually agreed.
2. The Facility will assist any student requiring emergency medical care in the case of injury or illness while on duty at the Facility. The cost for such treatment shall be borne by the student or his/her medical insurance, if applicable.
3. The Facility will allow access to a cafeteria and library to the extent Facility has such services and it is permitted by Facility's policies. Additionally, Facility will provide reasonable study and storage space, if practicable.

4. The Facility will provide the student with a copy of the Facility rules and pertinent regulations with which the student is expected to comply, and advise the University of any changes to those policies of the Facility which may affect the field experience.
5. The Facility will advise the University Coordinator at least mid-term when a student's placement changes or of any serious deficiency noted in the ability of the student to progress toward achievement of the stated objectives of the field experience. The Facility will immediately notify the University in writing of any situation, problem, or deficit that may affect a student's successful completion of the field experience.
6. The Facility will provide an evaluation of each assigned student's performance in the field experience, utilizing forms supplied by the University.
7. The Facility agrees and acknowledges that it has the right, exercised with the consent of the University, to terminate any field experience where the University student's health or performance is detrimental to the stated objectives of the field experience.
8. The Facility shall maintain appropriate comprehensive general liability and professional liability insurance. The Facility agrees to furnish the University with evidence of such insurance upon University's request.
9. The Facility agrees to indemnify and hold harmless the University, its trustees, agents and employees from and against any and all claims, demands, actions, settlements, or judgments, including attorneys' fees and litigation expenses, based upon or arising out of activities described in this Agreement, to the extent that such claims, demands, actions, settlements, or judgments are occasioned by the negligent acts or omissions of the Facility, its agents or employees.
10. The Facility shall maintain the confidentiality of all student records produced by it or furnished to it by the University, and will not disclose such records except to the University, the student or as required by law and in accordance with the requirements of FERPA set forth in Paragraph B 7, above.
11. The Facility will provide students with the opportunity for learning experiences, such as collaboration meetings, staff meetings, in-services, special lectures and similar activities as available and at the discretion of Facility's field experience supervisor.
12. The Facility represents and warrants that the student is not displacing a regular employee at the site.
13. The work of the student at the site is a collaboration and it is recognized that the student will require supervision to a degree that the student is not producing work product for the Facility that the Facility would otherwise obtain from a regular employee.

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14. The Facility will advise the University in a timely fashion of any changes in its personnel, operation or policies which may impact upon the field experience.

E. GENERAL TERMS OF AGREEMENT

1. Except as agreed to in Paragraph 2 below, the term of this Agreement shall commence on the effective date and shall expire three (3) years after the effective date. This Agreement may be automatically renewed for additional three (3) year term(s) upon the same terms and conditions contained herein or as mutually agreed to by the parties. Either party shall notify the other party of its intention not to renew the agreement, no later than ninety (90) days prior to the scheduled date of renewal.
2. This Agreement may be terminated by either party upon ninety (90) days written notice to the other party; provided, that any such "without cause" termination shall not be effective with respect to students participating in the field experience on the date of such notice of termination until such time as such field experience is completed in accordance with its original terms. The Agreement may also be terminated at any time by mutual consent.
3. This Agreement represents the full and complete understanding of the parties. It may be amended at any time by mutual agreement of the parties, provided that before any amendment shall be operative or valid, it shall be reduced to writing and signed by the designated representative of the University and Facility. Such amendments are to be attached as addenda to the Agreement and will have the same force as the Agreement itself.
4. Any notice to be provided under this Agreement shall be sent by registered, return receipt mail to the following names and addresses:

For the University: The University of Scranton
800 Linden Street
Scranton, PA 18510
Attn.: David Angeloni
(570) 941-5518

For the Facility: East Stroudsburg Area School District
50 Vine Street
East Stroudsburg, PA 18301
Attn: Dr. William R. Riker
(570) 424-8500

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With a copy to: Debra A. Pellegrino, Ed. D., Dean
The University of Scranton
800 Linden Street
Scranton, PA 18510

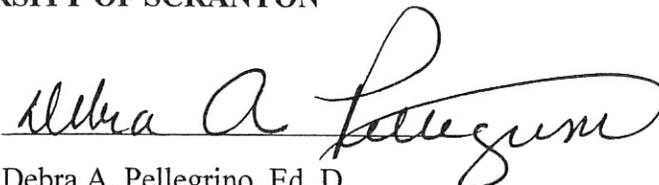
5. This Agreement shall be governed by and construed in accordance with the laws of the Commonwealth of Pennsylvania, without regard to conflict of laws principles, with jurisdiction in the Court of Common Pleas of Lackawanna County, Scranton, PA.
6. By signing below the individuals certify they are authorized to sign the Affiliation Agreement on behalf of their institutions and fully agree to comply with its terms.
7. It is agreed that a copy of this Agreement or Exhibit(s) and Amendments thereto, bearing a facsimile (faxed) version of a party's signature shall have the same force and effect as an original document bearing the party's original signature.

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

FACILITY:

By: _____
Name: _____
Title: _____
Date: _____

THE UNIVERSITY OF SCRANTON

By: 
Name: Debra A. Pellegrino, Ed. D.
Title: Dean, Panuska College of Professional Studies
Date: 5-24-19

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East Stroudsburg Area School District 2019-2020 Final Budget

		2019/2020 Final Budget
1100	Regular Instruction	
100	Salaries	\$ 32,772,458
200	Benefits	\$ 21,698,500
300	Professional Services	\$ 127,458
400	Contracted Services	\$ 168,477
500	Other Purchased Services	\$ 1,975,740
600	Supplies	\$ 1,281,315
700	Property	\$ 27,246
800	Other Objects	\$ 10,739
	Regular Instruction Total	\$ 58,061,934
1200	Special Education	
100	Salaries	\$ 10,463,150
200	Benefits	\$ 8,708,388
300	Professional Services	\$ 4,639,090
400	Contracted Services	\$ -
500	Other Purchased Services	\$ 2,138,775
600	Supplies	\$ 397,443
700	Property	\$ 256,000
800	Other Objects	\$ 700
	Special Education Total	\$ 26,603,546
1300	Vocational Education	
100	Salaries	\$ 555,182
200	Benefits	\$ 388,046
300	Professional Services	\$ -
500	Other Purchased Services	\$ 1,922,938
600	Supplies	\$ 13,160
700	Property	\$ -
800	Other Objects	\$ -
	Vocational Education Total	\$ 2,879,326
1400	Other Instr. Programs	
100	Salaries	\$ 165,373
200	Benefits	\$ 108,676
300	Professional Services	\$ 525,000
400	Contracted Services	\$ 1,000
500	Other Purchased Services	\$ 450,000
600	Supplies	\$ 4,400

East Stroudsburg Area School District 2019-2020 Final Budget

		2019/2020 Final Budget
	700 Property	\$ -
	Other Instr. Programs Total	\$ 1,254,449
1500	Nonpublic School Programs	
	300 Professional Services	\$ 42,004
	Nonpublic School Programs Total	\$ 42,004
1800	Pre-Kindergarten	
	100 Salaries	\$ 21,627
	200 Benefits	\$ 8,949
	300 Professional Services	\$ -
	500 Other Purchased Services	\$ -
	600 Supplies	\$ 4,600
	700 Property	
	Pre-Kindergarten Total	\$ 35,176
2100	Pupil Services	
	100 Salaries	\$ 3,514,210
	200 Benefits	\$ 2,388,060
	300 Professional Services	\$ 339,000
	400 Contracted Services	\$ 2,627
	500 Other Purchased Services	\$ 118,406
	600 Supplies	\$ 24,352
	700 Property	\$ -
	800 Other Objects	\$ 6,394
	Pupil Services Total	\$ 6,393,049
2200	Instructional Support	
	100 Salaries	\$ 1,343,424
	200 Benefits	\$ 1,014,465
	300 Professional Services	\$ 29,570
	400 Contracted Services	\$ 1,579
	500 Other Purchased Services	\$ 30,636
	600 Supplies	\$ 176,802
	700 Property	\$ -
	800 Other Objects	\$ 6,200
	Instructional Support Total	\$ 2,602,676
2300	Administration	
	100 Salaries	\$ 4,123,968
	200 Benefits	\$ 2,755,497

East Stroudsburg Area School District 2019-2020 Final Budget

		2019/2020 Final Budget
	300 Professional Services	\$ 654,400
	400 Contracted Services	\$ 41,537
	500 Other Purchased Services	\$ 161,857
	600 Supplies	\$ 44,927
	700 Property	\$ 4,500
	800 Other Objects	\$ 46,234
	Administration Total	\$ 7,832,920
2400	Pupil Health	
	100 Salaries	\$ 1,122,444
	200 Benefits	\$ 803,893
	300 Professional Services	\$ 30,050
	400 Contracted Services	\$ 1,382
	500 Other Purchased Services	\$ 1,055
	600 Supplies	\$ 17,250
	700 Property	\$ -
	800 Other Objects	\$ 1,740
	Pupil Health Total	\$ 1,977,814
2500	Business Affairs	
	100 Salaries	\$ 755,049
	200 Benefits	\$ 537,324
	300 Professional Services	\$ 50,000
	400 Contracted Services	\$ 5,860
	500 Other Purchased Services	\$ 13,250
	600 Supplies	\$ 155,600
	700 Property	\$ 50,000
	800 Other Objects	\$ 5,000
	Business Affairs Total	\$ 1,572,083
2600	Plant Ops & Maintenance	
	100 Salaries	\$ 5,956,400
	200 Benefits	\$ 5,084,084
	300 Professional Services	\$ 94,698
	400 Contracted Services	\$ 1,432,015
	500 Other Purchased Services	\$ 359,049
	600 Supplies	\$ 2,391,000
	700 Property	\$ 73,400
	800 Other Objects	\$ 2,500

East Stroudsburg Area School District 2019-2020 Final Budget

		2019/2020 Final Budget
Plant Ops & Maintenance Total		\$ 15,393,146
2700	Transportation	
100	Salaries	\$ 3,424,457
200	Benefits	\$ 3,404,311
300	Professional Services	\$ 95,000
400	Contracted Services	\$ 77,400
500	Other Purchased Services	\$ 1,394,000
600	Supplies	\$ 450,099
700	Property	\$ 2,215,735
800	Other Objects	\$ 5,600
	Transportation Total	\$ 11,066,602
2800	Central Support	
100	Salaries	\$ 1,128,951
200	Benefits	\$ 846,145
300	Professional Services	\$ 99,465
400	Contracted Services	\$ 127,424
500	Other Purchased Services	\$ 194,750
600	Supplies	\$ 819,722
700	Property	\$ 1,325,426
800	Other Objects	\$ 6,005
	Central Support Total	\$ 4,547,888
2900	Other Support Services	
500	Other Purchased Services	\$ 43,000
	Other Support Services Total	\$ 43,000
3200	Student Activities	
100	Salaries	\$ 1,581,424
200	Benefits	\$ 785,864
300	Professional Services	\$ 168,386
400	Contracted Services	\$ 89,299
500	Other Purchased Services	\$ 286,239
600	Supplies	\$ 185,160
700	Property	\$ 24,794
800	Other Objects	\$ 31,512
	Student Activities Total	\$ 3,152,677
3300	Community Services	
100	Salaries	\$ -

**East Stroudsburg Area School District
2019-2020 Final Budget**

		2019/2020 Final Budget
200	Benefits	\$ -
300	Professional Services	\$ 52,675
500	Other Purchased Services	\$ 2,255
600	Supplies	\$ 53,067
700	Property	\$ -
800	Other Objects	\$ -
	Community Services Total	\$ 107,997
5100	Debt Service	
800	Other Objects	\$ 5,603,681
900	Other Uses of Funds	\$ 12,193,993
	Debt Service Total	\$ 17,797,674
5900	Budgetary Reserve	
800	Other Objects	\$ 350,000
	Budgetary Reserve Total	\$ 350,000
	Grand Total	\$ 161,713,961

EAST STROUDSBURG AREA SCHOOL DISTRICT

2019-2020 Homestead and Farmstead Exclusion Resolution

RESOLVED, by the Board of Education of the East Stroudsburg Area School District, that homestead and farmstead exclusion real estate tax assessment reductions are authorized for the school year beginning July 1, 2019, under the provisions of the Homestead Property Exclusion Program Act (part of Act 50 of 1998) and the Taxpayer Relief Act (Act 1 of 2006), as follows:

1. Aggregate amount available for homestead and farmstead real estate tax reduction.

The following amounts are available for homestead and farmstead real estate tax reduction for the school year beginning July 1, 2019:

- a. **Gambling tax funds.** The Pennsylvania Department of Education (PDE) has notified the School District that PDE will pay to the School District during the school year pursuant to Act 1, 53 P.S. § 6926.505(b), as property tax reduction allocation funded by gambling tax funds, the amount of \$ 4,337,318.59.
- b. **Remaining Property Tax Reduction Funds.** Funds will be available during the school year for real estate reductions as a result of undistributed funds from the property tax reduction funds received in 2017-2018. These funds will be added to the allocation for this school year in the amount of \$516.62.
- c. **Philadelphia tax credit reimbursement funds.** PDE has notified the School District that PDE will pay to the School District during the school year pursuant to Act 1, 53 P. S. § 6926.324(3), as reimbursement for Philadelphia tax credits claimed against the School District earned income tax by School District resident taxpayers, the amount of \$ 10,205.22.
- d. **Aggregate amount available.** Adding these amounts, the aggregate amount Available during the school year for real estate tax reduction is \$ 4,347,523.81.

2. Homestead/farmstead number. Pursuant to Act 50, 54 Pa. C.S. § 8584(i), and Act 1, 53 P.S. § 6926.341 (g)(3), Monroe and Pike Counties have provided the School District with certified reports listing approved homesteads and approved farmsteads as follows:

- a. **Homestead property number.** The number of approved homesteads within the School District is 7,208 in Monroe County, and 2,790 in Pike County, totaling 9,998.
- b. **Farmstead property number.** The number of approved farmsteads within the School District is 4 in Monroe County and zero in Pike County, totaling 4.
- c. **Homestead/farmstead combined number.** Adding these numbers, the aggregate number of approved homesteads and approved farmsteads is 10,002.

3. **Real estate tax reduction calculation.** The School Board has decided that the homestead exclusion amount and the farmstead exclusion amount shall be equal. Dividing the paragraph 1(d) aggregate amount available during the school year for real estate tax reduction of \$ 4,347,523.81 by the paragraph 2(c) aggregate number of approved homesteads and approved farmsteads of 9,973 the calculation of the maximum real estate tax reduction amount applicable to each approved homestead and to each approved farmstead is a maximum \$ 434.72.

4. **Homestead exclusion calculation.** Dividing the paragraph 3 maximum real estate tax reduction amount of \$ 434.72 by the School District real estate tax rate in Monroe County of 176.810 mills (.176810) and in Pike County of 123.66 mills (.12366), the maximum real estate assessed value reduction to be reflected on tax notices as a homestead exclusion for each approved homestead is \$2,459 in Monroe County and \$3,515 in Pike County, and the maximum real estate assessed value reduction to be reflected on tax notices as a farmstead exclusion for each approved farmstead is \$2,459 in Monroe County and \$3,515 in Pike County.

5. **Homestead/farmstead exclusion authorization – July 1 tax bills.** The tax notice issued to the owner of each approved homestead within the School District shall reflect a homestead exclusion real estate assessed value reduction equal to the lesser of: (a) the County established assessed value of the homestead, or (b) the paragraph 4 maximum real estate assessed value reduction of \$2,459 in Monroe County and \$3,515 in Pike County. The tax notice issued to the owner of each approved farmstead within the School District shall reflect an additional farmstead exclusion real estate assessed value reduction equal to the lesser of: (a) the County-established assessed value of the farmstead, or (b) the paragraph 4 maximum real estate assessed value reduction of \$2,459 in Monroe County and \$3,515 in Pike County. For purposes of this Resolution, “approved homestead” and “approved farmstead” shall mean homesteads and farmsteads listed in the report referred to in paragraph 2 above and received by the School District from the County Assessment Office on or before May 1 pursuant to Act 1, 53 P.S. § 6926.341 (g) (3), based on homestead/farmstead applications filed with the County Assessment Office on or before March 1. This paragraph 5 will apply to tax notices issued based on the initial tax duplicate used in issuing initial real estate tax notices for the school year, which will be issued on or promptly after July 1, and will not apply to interim real estate tax bills.

RESOLVED this 24th day of June 2019.

ATTEST:

BOARD OF SCHOOL DIRECTORS OF THE EAST STROUDSBURG AREA SCHOOL DISTRICT

By _____

Board Secretary

By _____

Board President

**COURT OF COMMON PLEAS OF MONROE COUNTY
FORTY-THIRD JUDICIAL DISTRICT
COMMONWEALTH OF PENNSYLVANIA**

RMMI, INC.	:	
Petitioner	:	
	:	No. 7855 CV 2018
v.	:	
	:	
MONROE COUNTY BOARD OF ASSESSMENT	:	
REVISION, EAST STROUDSBURG AREA	:	
SCHOOL DISTRICT, COUNTY OF MONROE,	:	
and SMITHFIELD TOWNSHIP,	:	
Respondents	:	

ORDER

AND NOW, this ____ day of _____, 2019, upon consideration of the Settlement Stipulation filed by the parties to this matter and attached hereto, the Settlement Stipulation is hereby approved and entered as an Order of the Court. The trial in this matter scheduled for the ____ day of _____, 2019 is accordingly cancelled.

BY THE COURT:

ARTHUR L. ZULICK, J.

cc: Michael T. Hollister, Esq.
Christopher S. Brown, Esq.
Jeffrey A. Durney, Esq.

**COURT OF COMMON PLEAS OF MONROE COUNTY
FORTY-THIRD JUDICIAL DISTRICT
COMMONWEALTH OF PENNSYLVANIA**

RMMI, INC.	:	
Petitioner	:	
	:	No. 7855 CV 2018
v.	:	
	:	
MONROE COUNTY BOARD OF ASSESSMENT	:	
REVISION, EAST STROUDSBURG AREA	:	
SCHOOL DISTRICT, COUNTY OF MONROE,	:	
and SMITHFIELD TOWNSHIP,	:	
Respondents	:	

SETTLEMENT STIPULATION

AND NOW come the Parties, by and through their respective counsel, and stipulate and agree that the above captioned tax assessment appeal shall be resolved upon the following terms and conditions, and respectfully request your Honorable Court to approve same:

I. BACKGROUND

1. This is a tax assessment appeal concerning the property known by Tax Parcel No. 16/8/2/21-7, located in the Smithfield Township, Monroe County, Pennsylvania (hereinafter “the Property”).
2. Smithfield Township was properly served with the petition in this matter but has declined to enter an appearance or otherwise participate.
3. The Parties have entered into a settlement stipulation as set forth herein.

II. TERMS OF AGREEMENT

4. The foregoing recitals are incorporated as if fully set forth herein.

5. The Parties agree that the assessed value for the Property for the 2019 tax year shall be \$1,000,000.

6. The Parties agree that this Settlement Stipulation is the settlement of a disputed issue and that this Settlement Stipulation shall not be used to value any other property, in an assessment appeal or otherwise. Further, this Settlement Stipulation and the values agreed to herein shall not be binding on the parties in any future assessment appeals involving the Property at issue in this case or any other property.

7. The undersigned counsel executing this Stipulation on behalf of the parties warrant and represent that each is duly authorized to execute this Stipulation on behalf of such party.

8. This Stipulation to Settle and corresponding Court Order shall be binding on the undersigned and the undersigned clients, and any and all successors in interest.

9. All parties hereto shall bear their own costs and expenses.

10. This Stipulation to Settle incorporates the entire understanding of the agreement between the parties.

11. This Stipulation to Settle may be executed in counterparts.

WHEREFORE, the Parties, through their undersigned counsel, respectfully request this Honorable Court enter an Order approving this Settlement Stipulation.

Christopher S. Brown
11 North Eighth St.
Stroudsburg, PA 18360
(570) 421-5653
Attorney for East Stroudsburg Area
School District

Jeffrey A. Durney
Durney & Worthington, LLC
2937 Rte. 611, Merchants Plaza
P.O. Box 536
Tannersville, PA 18372
(570) 620-0320
Attorney for Monroe County
Board of Assessment Revision

Michael T. Hollister
325 Chestnut Street
Philadelphia, PA 19106
(215) 200-5010
Attorney for RMMI, Inc.

Cisco Meraki Cameras

A. Why are you requesting the service/needs?

Why: We are requesting SIXTY-FOUR (64) Cisco Meraki cameras to replace 44 older Honeywell cameras and add 20 additional cameras for increased security at Middle Smithfield Elementary School.

Need: To provide increased security and be able to monitor events at the school.

Suggested replacement: Cisco Meraki as indicated on the attached quote.

B. Cost Estimate: if over \$5,000, were 3 quotes obtained? If yes, please list the vendors and the amounts. Yes.

- IntegraOne / Cisco Meraki - \$78,616.00 (COSTARS-3 IT Contract #003-078)
- ePlus / Cisco Meraki - \$95,181.36
- Dauphin DataCom / Verkada (alternate) - \$96,623.80
- SHI / Cisco Meraki - \$121,419.60

C. Procurement Method:

- An RFP was issued on May 30th, 2019 for Cisco Meraki Cameras at the Middle Smithfield Elementary School and sent to approximately twenty vendors.

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

- Yes
- Fund 10
- Account #10-2844-650-000-00-000-006-000-0600
 - Technology Services Initiatives Account

E. Selection of winning proposal

- IntegraOne – lowest priced vendor.

F. Other

N/A

Allentown

7248 Tilghman Street
Suite 120
Allentown, PA 18106
1-800-582-6399
www.integra1.net



Meraki Cameras

Quote # 019930 Version 1

June 17, 2019

Prepared for:

East Stroudsburg Area School District

Prepared by:

Ashley Miller, Account Manager
Joe Strubeck, Inside Support Representative

285

Cisco

Description		Price	Qty	Ext. Price
MV12W-HW	Cisco Meraki Wide Angle MV12 Mini Dome HD Camera - Network surveillance camera - dome - color (Day&Night) - 4 MP - 2688 x 1520 - 1080p - fixed focal - audio - Wi-Fi - GbE - H.264 - PoE	\$455.00	44	\$20,020.00
MV72-HW	Cisco Meraki Varifocal MV72 Outdoor HD Dome Camera With 256GB Storage - Network surveillance camera - dome - outdoor - vandal / weatherproof - color (Day&Night) - 4 MP - 1920 x 1080 - 1080p - vari-focal - wireless - Wi-Fi - GbE - H.264 - PoE	\$646.00	20	\$12,920.00
MA-MNT-MV-10	Cisco Meraki - Camera dome mounting arm - wall mountable	\$95.00	20	\$1,900.00
LIC-MV-10YR	Cisco Meraki Enterprise - Subscription license (10 years) + 10 Years Enterprise Support - 1 camera	\$684.00	64	\$43,776.00
Subtotal:				\$78,616.00

per COSTARS contract # HW 003-085 & SW #006-040

4008121566

286

Meraki Cameras

Prepared by:

Allentown

Ashley Miller
 amiller@integra1.net
 484-223-3480 x1115

Joe Strubeck
 jstrubeck@integra1.net
 570-714-5005 x5203

Prepared for:

East Stroudsburg Area School District

Accounts Payable
 East Stroudsburg, PA 18301
 Brian Borosh
 (570) 424-8060
 brian-borosh@esasd.net

Quote Information:

Quote #: 019930

Version: 1
 Delivery Date: 06/17/2019
 Expiration Date: 07/17/2019

Quote Summary

Description	Amount
Cisco	\$78,616.00
Total: \$78,616.00	

Payment Options

Description	Payments	Interval	Amount
Lease Options			
3 Year Estimate	36	Monthly	\$2,184.72
4 Year Estimate	48	Monthly	\$1,638.59

Summary of Selected Payment Options

Description	Amount
Lease Options: 3 Year Estimate	
Selected Payment	\$2,184.72
Total of Payments	\$78,649.92

Pricing subject to change without advanced notice from the manufacturer. Leasing rates are subject to final configuration, pricing, and credit approval.

Restock fees will apply for any items returned. Returns must be made within 21 days of receipt of items unopened. Shipping fees not included. The information provided to you in this communication is regarded by integraONE to be Confidential and Proprietary Information. This includes the description of the materials/products for sale, the prices quoted, and any description of consulting services to be performed by integraONE. This information shall not be disclosed or made available to any party unrelated to this agreement without our express written consent. You must also exercise reasonable care to protect this information from the unauthorized disclosure by others.

Ship to Address:

287

Additional Information:

Allentown

East Stroudsburg Area School District

Signature: Ashley Miller

Signature: _____

Name: Ashley Miller

Name: Brian Borosh

Title: Account Manager

Date: _____

Date: 06/17/2019

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PROPOSAL

In Response to:
**East Stroudsburg Area School District Meraki
Security Cameras & Related Equipment
Middle Smithfield Elementary School RFQ**

Due: June 17th, 2019 11:00am
Submitted by: IntegraONE

Allentown, PA Headquarters
7248 Tilghman Street, Suite 120
Allentown PA 18106

Central, PA Office
4 Lemoyne Drive, Suite 104
Lemoyne PA 17043

Cranberry Twsp, PA Office:
100 Northpointe Circle, Suite 201
Seven Fields PA 16046

Philadelphia, PA Metro Office:
1300 Virginia Drive, Suite 305
Ft. Washington PA 19034

Luzerne County, PA Office:
451 Third Avenue
Kingston PA 18704

800-582-6399
www.integra1.net

integraONE
www.integral.net

APPENDIX A

For more information please call 800-582-6399 or visit www.integraone.com

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NON-COLLUSION AFFIDAVIT

The undersigned proposer having fully reviewed the Meraki Security Cameras and Related Equipment RFQ and determined the accuracy of the statements made herein certifies that:

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

IntegraONE

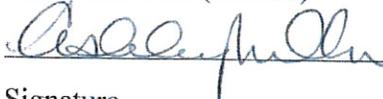
Firm Name

June 14th, 2019

Date

Ashley Miller Account Manager

Name and Title (Printed)



Signature

For more information please call 800-582-6399 or visit www.integraone.com

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APPENDIX B

For more information please call 800-582-6399 or visit www.integraone.com

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Cisco Meraki Cameras & Mounts *All Pricing per the Costars contract # 003-085*

DATA PROVIDED BY DISTRICT				DATA PROVIDED BY VENDOR	
Equipment Description	Manufacturer	Part #	Estimated Quantity	Unit Cost	Extended Cost
Cisco Meraki Wide Angle MV12 Mini Dome HD Network Surveillance Cameras. Dome, color (Day & Night), 4MP, 2688x1520, 1080p, fixed focal, WiFi Gbe, H.264, PoE	Cisco Meraki	MV12W-HW	Forty-four (44)	\$455	\$20,020
Cisco Meraki MV72 Network Surveillance Cameras. Dome, outdoor, vandal/weatherproof, color (Day & Night), 1920x1080, 1080p, 256GB Solid State Storage	Cisco Meraki	MV72-HW	Twenty (20)	\$646	\$12,920
Cisco Meraki Camera Dome Wall mounting Arm for Cisco Meraki MV72	Cisco Meraki	MA-MNT-MV-10	Twenty (20)	\$95	\$1,900
Cisco Meraki Enterprise 10 Year Subscription License + 10 Year Enterprise Support	Cisco Meraki	LIC-MV-10YR	Sixty-four (64)	\$684	\$43,776
TOTALS				\$1,880	\$78,616

For more information please call 800-582-6399 or visit www.integraone.com

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Budget Transfers
May 2019



1
|P
|glcjeing

East Stroudsburg Area SD, PA
JOURNAL INQUIRY

06/18/2019 14:35
diane-kelly

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	DEBIT	CREDIT	OB
2019	11	BUA	05/01/2019	05/01/2019	eoysupply kevin-horne	1	N	Hist	2019				
LN	ORG	ACCOUNT	OBJECT	PROJ	REF1	REF2	REF3	ACCOUNT	DESCRIPTION	LINE DESCRIPTION	DEBIT	CREDIT	OB
1	10002410	432							JTLInstrMusicRep&MaintEq		265.69		
2	10-1110-432-000-20-517-125-000-0000-								JTLInstrMusicRep&MaintEq		300.00		
3	10-1110-513-000-20-517-125-000-0000-								JTLInstrMusicContracted		145.59		
4	10-1110-761-000-20-517-125-000-0000-								JTLInstrMusicRepEq<\$2,500		55.00		
5	10-2271-324-000-20-517-125-000-0000-								JTLInstr.MusicTrainRgst	766.28			
	10-12830	610							JTLInstrMusicGen Sup				
	10-3210-610-000-20-517-125-000-0000-								** JOURNAL TOTAL		0.00		0.00

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	DEBIT	CREDIT	OB
2019	11	BUA	05/02/2019	05/02/2019	patricia-romansky	1	N	Hist	2019				
LN	ORG	ACCOUNT	OBJECT	PROJ	REF1	REF2	REF3	ACCOUNT	DESCRIPTION	LINE DESCRIPTION	DEBIT	CREDIT	OB
1	10001440	640							to balance account		130.77		
2	10-1110-640-000-10-212-110-000-0000-								ESERegularBooks/Period		130.77		
	10001500	610							to balance account				
	10-1110-610-000-10-212-122-000-0000-								ESEArtGen Sup				
									** JOURNAL TOTAL		0.00		0.00

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YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	DEBIT	CREDIT	OB
2019	11	BUA	05/02/2019	05/02/2019	patricia-romansky	1	N	Hist	2019				
LN	ORG	ACCOUNT	OBJECT	PROJ	REF1	REF2	REF3	ACCOUNT	DESCRIPTION	LINE DESCRIPTION	DEBIT	CREDIT	OB
1	10001440	640							to balance account		149.00		
2	10-1110-640-000-10-212-110-000-0000-								ESERegularBooks/Period		149.00		
	10001540	650							to balance account				
	10-1110-650-000-10-212-140-000-0000-								ESEHealthPhysEdSupplies Tech				
									** JOURNAL TOTAL		0.00		0.00



YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2019	11	28 BUA	05/02/2019	To gen sup	jeanine-fuller	1	N	Hist	2019	
LN	ORG ACCOUNT	OBJECT PROJ REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION	DEBIT	CREDIT	OB	
1	10005560 894	Jf			T To Gft Gen Supplies Interm			500.00		
2	10005560 610	Jf			T Gifted Events Student Fees			500.00		
	10-1243-610-000-20-000-390-000-0000-				T Purchase IF supplies Inter					
	10-1243-610-000-20-000-390-000-0000-				Gifted Gen Sup					
** JOURNAL TOTAL										

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2019	11	37 BUA	05/03/2019	MedievalTiannemarie-chamberlin	1	N		Hist	2019	
LN	ORG ACCOUNT	OBJECT PROJ REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION	DEBIT	CREDIT	OB	
1	10004740 610				MedievalTimesTrip			944.48		
2	10004740 894				LifeskillGen Sup					
	10-1211-894-000-30-000-310-000-0000-				MedievalTimesTrip					
	10-1211-894-000-30-000-310-000-0000-				Spec.Ed.LifeSkill Student Fees					
** JOURNAL TOTAL										

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2019	11	38 BUA	05/06/2019	BandMusic paul-bakner	1	N		Hist	2019	
LN	ORG ACCOUNT	OBJECT PROJ REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION	DEBIT	CREDIT	OB	
1	10001330 610				Purchase Spring Band Music			133.00		
2	10001700 610				BESInstrMusicGen Sup					
3	10002060 610				JMHInstrMusicGen Sup					
4	10001700 610				RESInstrMusicGen Sup					
	10-1110-610-000-10-211-125-000-0000-				Purchase Spring Band Music					
	10-1110-610-000-10-213-125-000-0000-				Purchase Spring Band Music					
	10-1110-610-000-10-213-125-000-0000-				Purchase Spring Band Music					
	10-1110-610-000-10-215-125-000-0000-				Purchase Spring Band Music					
	10-1110-610-000-10-213-125-000-0000-				JMHInstrMusicGen Sup					
** JOURNAL TOTAL										

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YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	DEBIT	CREDIT OB
2019	11	42 BUA	05/06/2019	mileage	robin-borer	1	N	Hist	2019			
LN	ORG	ACCOUNT	OBJECT	PROJ	REF1	REF2	REF3	ACCOUNT	DESCRIPTION	LINE DESCRIPTION	DEBIT	CREDIT OB
1	10210060	581	rb						cover mileage			34.31
2	10004920	580	rb						SpEd Elem IndistrictTrvl	cover mileage	34.31	
10-1225-580-000-10-000-310-000-0000-									SpeechTravel/Conf			
** JOURNAL TOTAL												0.00

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	DEBIT	CREDIT OB
2019	11	43 BUA	05/06/2019	Projector	tammy-walsh	1	N	Hist	2019			
LN	ORG	ACCOUNT	OBJECT	PROJ	REF1	REF2	REF3	ACCOUNT	DESCRIPTION	LINE DESCRIPTION	DEBIT	CREDIT OB
1	10001980	610							RESRegularGen Sup			66.64
2	10001980	650							RESRegularSupplies Tech			
10-1110-650-000-10-215-110-000-0000-												
** JOURNAL TOTAL												0.00

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	DEBIT	CREDIT OB
2019	11	53 BUA	05/07/2019	If/Gift	jeanine-fuller	1	N	Hist	2019			
LN	ORG	ACCOUNT	OBJECT	PROJ	REF1	REF2	REF3	ACCOUNT	DESCRIPTION	LINE DESCRIPTION	DEBIT	CREDIT OB
1	10005540	513	JF						Gifted Transp.Contractd	Move to Gift Supplies		784.29
2	10005560	610	JF						Gifted Gen Sup	IF/Gifted Supplies	784.29	
10-1243-610-000-20-000-390-000-0000-												
** JOURNAL TOTAL												0.00

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	DEBIT	CREDIT OB
2019	11	62 BUA	05/08/2019	DIBELS	kelli-oney	1	N	Hist	2019			
LN	ORG	ACCOUNT	OBJECT	PROJ	REF1	REF2	REF3	ACCOUNT	DESCRIPTION	LINE DESCRIPTION	DEBIT	CREDIT OB

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YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	DEBIT	CREDIT	OB	
2019 11	62 BUA	05/08/2019	05/08/2019	DIBELS	kelli-oney	1	N	Hist	2019					
LN	ORG ACCOUNT	OBJECT PROJ	REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION				DEBIT	CREDIT	OB	
1	10110120	640		KO		DIBELS ASSESSMENT - IND.SC					2,922.00			
2	10-1110-640-000-10-000-004-000-0600-			KO		Curr.C&IBooks/Period					399.00			
3	10001190	650		KO		DIBELS ASSESSMENT - IND.SC					676.00			
4	10-1110-650-000-10-211-004-000-0000-			KO		BEScurrWritesSupplies Tech					485.00			
5	10001380	650		KO		DIBELS ASSESSMENT - IND.SC					482.00			
6	10-1110-650-000-10-212-004-000-0000-			KO		ESECurrWritesSupplies Tech					516.00			
7	10001560	650		KO		DIBELS ASSESSMENT - IND.SC					364.00			
8	10-1110-650-000-10-213-004-000-0000-			KO		JMHcurrWritesSupplies Tech					0.00			
9	10001740	650		KO		DIBELS ASSESSMENT - IND.SC					0.00			
10	10-1110-650-000-10-214-004-000-0000-			KO		MSECurrWritesSupplies Tech					0.00			
11	10001920	650		KO		DIBELS ASSESSMENT - IND.SC					0.00			
12	10-1110-650-000-10-215-004-000-0000-			KO		RESCurrWritesSupplies Tech					0.00			
13	10002100	650		KO		DIBELS ASSESSMENT - IND.SC					0.00			
14	10-1110-650-000-10-216-004-000-0000-			KO		SMICurrWritesSupplies Tech					0.00			
** JOURNAL TOTAL												0.00	0.00	

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	DEBIT	CREDIT	OB	
2019 11	63 BUA	05/08/2019	05/08/2019	transitionn	annemarie-chamberlin	1	N	Hist	2019					
LN	ORG ACCOUNT	OBJECT PROJ	REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION				DEBIT	CREDIT	OB	
1	10210050	610				transition day					262.50			
2	10-2119-610-000-30-000-310-000-0000-					SpecEdSpvGeneral Sup					262.50			
3	10210050	635				transition day					0.00			
4	10-2119-635-000-30-000-310-000-0000-					SpvStuServ Food					0.00			
** JOURNAL TOTAL												0.00	0.00	

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	DEBIT	CREDIT	OB	
2019 11	64 BUA	05/08/2019	05/08/2019	travel	M.oannemarie-chamberlin	1	N	Hist	2019					
LN	ORG ACCOUNT	OBJECT PROJ	REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION				DEBIT	CREDIT	OB	
1	10280040	580				cover travel in district					165.58			
2	10-2834-580-000-30-000-310-000-0000-					Spec.Ed SupvTravel/Conf					165.58			
3	10210050	581				cover travel in district					0.00			
4	10-2119-581-000-30-000-310-000-0000-					SpvStuServInDistrictTrvl					0.00			
** JOURNAL TOTAL												0.00	0.00	

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06/18/2019 14:35 | East Stroudsburg Area SD, PA | JOURNAL INQUIRY

diane-kelly

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2019 11	65 BUA	05/08/2019	05/08/2019	432-610	patricia-romansky	1	N	Hist	2019	
LN	ORG ACCOUNT	OBJECT PROJ	REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION	DEBIT	CREDIT	OB
1	10001480 432			pdr		ESEVocalRep&MaintEq	to pay for vocal dept supp		50.00	
2	10001480 610			pdr		ESEVocalGen Sup	to pay for vocal dept supp	50.00		
						** JOURNAL TOTAL		0.00		0.00

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2019 11	67 BUA	05/08/2019	05/08/2019	headsets	debra-ecenbarger	1	N	Hist	2019	
LN	ORG ACCOUNT	OBJECT PROJ	REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION	DEBIT	CREDIT	OB
1	10009730 650			music		EHS Principal Supplies Tech	Sweetwater		2,000.00	
2	10009730 650			music		EHS Principal Supplies Tech	Sweetwater		1,200.00	
3	10003470 752			music		EHS Vocal Music NewEq	\$2,500	3,200.00		
						** JOURNAL TOTAL		0.00		0.00

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2019 11	70 BUA	05/09/2019	05/09/2019	CORRECT	ke111-oney	1	N	Hist	2019	
LN	ORG ACCOUNT	OBJECT PROJ	REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION	DEBIT	CREDIT	OB
1	10280090 650			KO		Intiative TechSupplies Tech	PROWATCH SERVER REPAIR		584.34	
2	10012350 438			KO		ITEC Mnt/Rpr/Upgrade	PROWATCH SERVER REPAIR	584.34		
						** JOURNAL TOTAL		0.00		0.00

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2019 11	83 BUA	05/09/2019	05/09/2019	conferencesusan-cole		1	N	Hist	2019	
LN	ORG ACCOUNT	OBJECT PROJ	REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION	DEBIT	CREDIT	OB

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YEAR PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE		
2019	11	83 BUA	05/09/2019	05/09/2019	conferencesusan-cole		1	N	Hist	2019			
LN	ORG	ACCOUNT	OBJECT	PROJ	REF1	REF2	REF3	ACCOUNT	DESCRIPTION	LINE DESCRIPTION	DEBIT	CREDIT	OB
1	10011930	324				SJC			insufficient funds		50.00		
2	10-2834-324	000-10-212-602-000-0000-				SJC			ESESDevNonInstCertTrainRgst			50.00	
3	10-2834-324	000-30-820-602-000-0000-				SJC			EHSMedicalSvsNonInstrTrainRgst		59.00		
4	10-2834-580	000-10-212-602-000-0000-				SJC			ESESDevNonInstCertTravel/Conf			59.00	
4	10012030	580				SJC			JTILSDevNonInstCertTravel/Conf			59.00	
10-2834-580	000-20-517-602-000-0000-										0.00		0.00
** JOURNAL TOTAL													

YEAR PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE		
2019	11	85 BUA	05/10/2019	05/10/2019	Programs	katye-clogg	1	N	Hist	2019			
LN	ORG	ACCOUNT	OBJECT	PROJ	REF1	REF2	REF3	ACCOUNT	DESCRIPTION	LINE DESCRIPTION	DEBIT	CREDIT	OB
1	10003510	550									760.75		
2	10-1110-550	000-30-820-125-000-0000-							EHSInstrMusicPrint&Bind			760.75	
10-3210-810	000-30-820-125-000-0000-								EHSInstrMusicDues&Fees				760.75
** JOURNAL TOTAL													

YEAR PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE		
2019	11	93 BUA	05/10/2019	05/10/2019	INTERCOM	kelli-oney	1	N	Hist	2019			
LN	ORG	ACCOUNT	OBJECT	PROJ	REF1	REF2	REF3	ACCOUNT	DESCRIPTION	LINE DESCRIPTION	DEBIT	CREDIT	OB
1	10280090	650				KO						437.50	
2	10-2844-650	000-00-000-006-000-0600-				KO			Initiative TechSupplies	INTERCOME REPAIR MSE	437.50		
10-2844-438	000-00-000-006-000-0000-					KO			ITEC Mnt/Rpr/Upgrade	INTERCOME REPAIR MSE			437.50
** JOURNAL TOTAL													

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YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	CONFERENCE	STATUS	BUD YEAR	JNL TYPE
2019 11	108 BUA	05/13/2019	05/13/2019	conference	joyce-kirk		Hist	2019	N
LN	ORG ACCOUNT	OBJECT PROJ	REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION	DEBIT	CREDIT OB
1	10009390 610		JK	RL		MSEPrincipalGen Sup	conference fee	150.00	150.00
2	10011950 580		JK	RL		Travel/Conf	conference fee		
10-2834-580-000-10-214-000-0000-0000-									
** JOURNAL TOTAL								0.00	0.00

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	move	STATUS	BUD YEAR	JNL TYPE
2019 11	111 BUA	05/13/2019	05/13/2019	move	fundregina-brotherton		Hist	2019	N
LN	ORG ACCOUNT	OBJECT PROJ	REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION	DEBIT	CREDIT OB
1	10003670 610					EHSFamConSciGen Sup	increase supply fund	1,000.00	
2	10003670 432					EHSFamConSciRep&MaintEq	decrease supply fund		1,000.00
10-1110-432-000-30-820-240-0000-0000-									
** JOURNAL TOTAL								0.00	0.00

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	elizabeth-kolcun	STATUS	BUD YEAR	JNL TYPE
2019 11	112 BUA	05/14/2019	05/14/2019	N	CHES		Hist	2019	N
LN	ORG ACCOUNT	OBJECT PROJ	REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION	DEBIT	CREDIT OB
1	10013000 610		LK	N	CHES	EHNChessGen Sup	N CHES	300.00	300.00
2	10014250 610		LK	N	CHES	EHSAthleticsGen Sup	N CHES	300.00	
10-3250-610-000-30-820-550-0000-5000-									
** JOURNAL TOTAL								0.00	0.00

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	elizabeth-kolcun	STATUS	BUD YEAR	JNL TYPE
2019 11	114 BUA	05/14/2019	05/14/2019	N	SCIOLY		Hist	2019	N
LN	ORG ACCOUNT	OBJECT PROJ	REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION	DEBIT	CREDIT OB
1	10013000 610		LK	N	CHES	EHNChessGen Sup	N CHES	300.00	300.00
2	10014250 610		LK	N	CHES	EHSAthleticsGen Sup	N CHES	300.00	
10-3250-610-000-30-820-550-0000-5000-									
** JOURNAL TOTAL								0.00	0.00

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YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2019 11	114 BUA	05/14/2019	05/14/2019	N SCIOLY	elizabeth-kolcun	1	N	Hist	2019	
LN	ORG ACCOUNT	OBJECT PROJ	REF1	REF2	REF3 ACCOUNT DESCRIPTION	LINE DESCRIPTION	DEBIT	CREDIT	OB	
1	10013030 610	LK	N SCIOLY		N SCIOLY			275.00		
	10-3210-610-000-30-819-510-000-5120-				EHNScieOlympGen Sup					
2	10013820 610	LK	N SCIOLY		N SCIOLY		275.00			
	10-3250-610-000-30-819-550-000-5000-				EHNathleticsGen Sup					
** JOURNAL TOTAL										
							0.00	0.00		

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2019 11	115 BUA	05/14/2019	05/14/2019	S SCIOLY	elizabeth-kolcun	1	N	Hist	2019	
LN	ORG ACCOUNT	OBJECT PROJ	REF1	REF2	REF3 ACCOUNT DESCRIPTION	LINE DESCRIPTION	DEBIT	CREDIT	OB	
1	10013150 610	LK	S SCIOLY		S SCIOLY			55.74		
	10-3210-610-000-30-820-510-000-5120-				EHSScieOlympGen Sup					
2	10014250 610	LK	S SCIOLY		S SCIOLY		55.74			
	10-3250-610-000-30-820-550-000-5000-				EHSathleticsGen Sup					
** JOURNAL TOTAL										
							0.00	0.00		

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2019 11	116 BUA	05/14/2019	05/14/2019	JTL SPORTS	elizabeth-kolcun	1	N	Hist	2019	
LN	ORG ACCOUNT	OBJECT PROJ	REF1	REF2	REF3 ACCOUNT DESCRIPTION	LINE DESCRIPTION	DEBIT	CREDIT	OB	
1	10013210 610	LK	JTL SPORTS		JTL TO 610			282.00		
	10-3250-610-000-20-517-550-000-5011-				JTL B-BasketballGen Sup					
2	10013220 610	LK	JTL SPORTS		JTL TO 610			109.00		
	10-3250-610-000-20-517-550-000-5012-				JTL G-BasketballGen Sup					
3	10013230 610	LK	JTL SPORTS		JTL TO 610			32.20		
	10-3250-610-000-20-517-550-000-5021-				JTLBaseballGen Sup					
4	10013240 610	LK	JTL SPORTS		JTL TO 610			479.00		
	10-3250-610-000-20-517-550-000-5050-				JTLCrossCountryGen Sup					
5	10013250 610	LK	JTL SPORTS		JTL TO 610			103.55		
	10-3250-610-000-20-517-550-000-5062-				JTLFieldHockeyGen Sup					
6	10013260 610	LK	JTL SPORTS		JTL TO 610			1,715.00		
	10-3250-610-000-20-517-550-000-5071-				JTLFootballGen Sup					
7	10013270 610	LK	JTL SPORTS		JTL TO 610			507.00		
	10-3250-610-000-20-517-550-000-5131-				JTL B-SoccerGen Sup					

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YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	CREDIT	OB
2019	11	116 BUA	05/14/2019	JTL SPORTS	selizabeth-kolcun	1	N	Hist	2019			
LN	ORG	ACCOUNT	OBJECT	PROJ	REF1	REF2	REF3	ACCOUNT	DESCRIPTION	LINE DESCRIPTION	DEBIT	
8	10013280	610	LK	JTL SPORTS				JTL G-SoccerGen Sup	JTL TO 610		30.31	
9	10013290	610	LK	JTL SPORTS				JTL SoftballGen Sup	JTL TO 610		127.59	
10	10013300	610	LK	JTL SPORTS				JTL TrackGen Sup	JTL TO 610		450.00	
11	10013310	610	LK	JTL SPORTS				JTL G TrackGen Sup	JTL TO 610		450.00	
12	10013320	610	LK	JTL SPORTS				JTL G VolleyballGen Sup	JTL TO 610		494.16	
13	10013340	610	LK	JTL SPORTS				JTL AthleticTrainerGen Sup	JTL TO 610		1,350.00	
14	10013200	610	LK	JTL SPORTS				JTL AthleticsGen Sup	JTL TO 610	6,129.81		
** JOURNAL TOTAL											0.00	

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	CREDIT	OB
2019	11	118 BUA	05/14/2019	LIS SPORTS	selizabeth-kolcun	1	N	Hist	2019			
LN	ORG	ACCOUNT	OBJECT	PROJ	REF1	REF2	REF3	ACCOUNT	DESCRIPTION	LINE DESCRIPTION	DEBIT	
1	10013500	610	LK	LIS SPORTS				LIS B-BasketballGen Sup	LIS SPORTS		540.00	
2	10013510	610	LK	LIS SPORTS				LIS G-BasketballGen Sup	LIS SPORTS		197.00	
3	10013520	610	LK	LIS SPORTS				LIS BaseballGen Sup	LIS SPORTS		758.00	
4	10013540	610	LK	LIS SPORTS				LIS CrossCountryGen Sup	LIS SPORTS		1.00	
5	10013560	610	LK	LIS SPORTS				LIS FootballGen Sup	LIS SPORTS		17.45	
6	10013570	610	LK	LIS SPORTS				LIS B-SoccerGen Sup	LIS SPORTS		442.50	
7	10013580	610	LK	LIS SPORTS				LIS G-SoccerGen Sup	LIS SPORTS		367.50	
8	10013590	610	LK	LIS SPORTS				LIS SoftballGen Sup	LIS SPORTS		271.75	
9	10013600	610	LK	LIS SPORTS				LIS B TrackGen Sup	LIS SPORTS		387.99	



YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2019 11	118 BUA	05/14/2019	05/14/2019	LIS SPORTS	lizabath-kolcun	1	N	Hist	2019	
LN	ORG ACCOUNT	OBJECT PROJ	REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION	DEBIT	CREDIT OB	
10	10013610 610	LK	LIS SPORTS			LIS G TrackGen Sup	LIS SPORTS	450.00		
11	10013620 610	LK	LIS SPORTS			LIS G VolleyballGen Sup	LIS SPORTS	495.00		
12	10013640 610	LK	LIS SPORTS			LIS AthleticTrainerGen Sup	LIS SPORTS	420.03		
13	10013820 610	LK	LIS SPORTS			EHNathleticsGen Sup	LIS SPORTS	3,508.16		
** JOURNAL TOTAL										
								0.00	0.00	

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2019 11	119 BUA	05/14/2019	05/14/2019	NORTH SPOR	elizabath-kolcun	1	N	Hist	2019	
LN	ORG ACCOUNT	OBJECT PROJ	REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION	DEBIT	CREDIT OB	
1	10013850 610	LK	NORTH SPOR			EHNBaseballGen Sup	NORTH SPORTS	1,406.80		
2	10013860 610	LK	NORTH SPOR			HSNCheerGen Sup	NORTH SPORTS	108.09		
3	10013920 610	LK	NORTH SPOR			EHN B-SoccerGen Sup	NORTH SPORTS	449.60		
4	10013930 610	LK	NORTH SPOR			EHN G-SoccerGen Sup	NORTH SPORTS	704.60		
5	10013950 610	LK	NORTH SPOR			EHNswimmingGen Sup	NORTH SPORTS	95.15		
6	10014000 610	LK	NORTH SPOR			EHN G VolleyballGen Sup	NORTH SPORTS	265.54		
** JOURNAL TOTAL										
								0.00	0.00	

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YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2019 11	120 BUA	05/14/2019	05/14/2019	NORTHSPORT	lizabath-kolcun	1	N	Hist	2019	
LN	ORG ACCOUNT	OBJECT PROJ	REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION	DEBIT	CREDIT OB	
1	10013830 610	LK	NORTHSPORT			EHN B-BasketballGen Sup	NORTH SPORTS	548.50		



YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	DEBIT	CREDIT
2019 11	120 BUA	05/14/2019	05/14/2019	NORTHSPORT	lizabeth-kolcun	1	N	Hist	2019			
LN	ORG ACCOUNT	OBJECT PROJ REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION						
2	10013840 610	LK	NORTHSPORT			NORTH SPORTS						
	10-3250-610-000-30-819-550-000-5012-				EHN G-BasketballGen Sup							
3	10013860 610	LK	NORTHSPORT			NORTH SPORTS						
	10-3250-610-000-30-819-550-000-5030-				HNScheerGen Sup							
4	10013910 610	LK	NORTHSPORT			NORTH SPORTS						
	10-3250-610-000-30-819-550-000-5100-				EHN RifleGen Sup							
5	10013940 610	LK	NORTHSPORT			NORTH SPORTS						
	10-3250-610-000-30-819-550-000-5142-				EHN SoftballGen Sup							
6	10013960 610	LK	NORTHSPORT			NORTH SPORTS						
	10-3250-610-000-30-819-550-000-5171-				EHN B TennisGen Sup							
7	10013980 610	LK	NORTHSPORT			NORTH SPORTS						
	10-3250-610-000-30-819-550-000-5181-				EHN B TrackGen Sup							
8	10013990 610	LK	NORTHSPORT			NORTH SPORTS						
	10-3250-610-000-30-819-550-000-5182-				EHN G TrackGen Sup							
9	10014010 610	LK	NORTHSPORT			NORTH SPORTS						
	10-3250-610-000-30-819-550-000-5201-				EHN WrestlingGen Sup							
10	10014020 610	LK	NORTHSPORT			NORTH SPORTS						
	10-3250-610-000-30-819-550-000-5210-				EHN AthleticTrainerGen Sup							
11	10013820 610	LK	NORTHSPORT			NORTH SPORTS						
	10-3250-610-000-30-819-550-000-5000-				EHN AthleticsGen Sup							
** JOURNAL TOTAL											0.00	0.00

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YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	DEBIT	CREDIT
2019 11	121 BUA	05/14/2019	05/14/2019	SOUTHSPORT	lizabeth-kolcun	1	N	Hist	2019			
LN	ORG ACCOUNT	OBJECT PROJ REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION						
1	10014290 610	LK	SOUTHSPORT			SOUTH SPORTS						
	10-3250-610-000-30-820-550-000-5030-				HSSCheerGen Sup							
2	10014280 610	LK	SOUTHSPORT			SOUTH SPORTS						
	10-3250-610-000-30-820-550-000-5021-				EHSBaseballGen Sup							
** JOURNAL TOTAL											0.00	0.00

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	DEBIT	CREDIT
2019 11	122 BUA	05/14/2019	05/14/2019	SOUTHSPORT	lizabeth-kolcun	1	N	Hist	2019			
LN	ORG ACCOUNT	OBJECT PROJ REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION						
** JOURNAL TOTAL												



YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	DEBIT	CREDIT	OB
2019	11	122 BUA	05/14/2019	SOUTHSPORT	elizabeth-kolcun	1	N	Hist	2019				
LN	ORG	ACCOUNT	OBJECT	PROJ	REF1	REF2	REF3	ACCOUNT	DESCRIPTION	LINE DESCRIPTION	DEBIT	CREDIT	OB
1	10014440	610	LK	SOUTHSPORT					SOUTH SPORTS		138.55		
2	10014380	610	LK	SOUTHSPORT					EHSwrestlingGen Sup		138.55		
10-3250-610-000-30-820-550-000-5160-									EHSSwimmingGen Sup				
** JOURNAL TOTAL													0.00

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	DEBIT	CREDIT	OB
2019	11	123 BUA	05/14/2019	SOUTH VB	elizabeth-kolcun	1	N	Hist	2019				
LN	ORG	ACCOUNT	OBJECT	PROJ	REF1	REF2	REF3	ACCOUNT	DESCRIPTION	LINE DESCRIPTION	DEBIT	CREDIT	OB
1	10014280	610	LK	SOUTH VB					EHSBaseballGen Sup	SOUTH VB		5.00	
2	10014360	610	LK	SOUTH VB					EHS G-SoccerGen Sup	SOUTH VB		111.67	
3	10014370	610	LK	SOUTH VB					EHSsoftballGen Sup	SOUTH VB		331.94	
4	10014450	610	LK	SOUTH VB					EHSathleticTrainerGen Sup	SOUTH VB		425.30	
5	10014440	610	LK	SOUTH VB					EHSwrestlingGen Sup	SOUTH VB		41.45	
6	10014430	610	LK	SOUTH VB					EHS G VolleyballGen Sup	SOUTH VB	915.36		
10-3250-610-000-30-820-550-000-5192-													
** JOURNAL TOTAL													0.00

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	DEBIT	CREDIT	OB
2019	11	126 BUA	05/14/2019	NORTH PP	elizabeth-kolcun	1	N	Hist	2019				
LN	ORG	ACCOUNT	OBJECT	PROJ	REF1	REF2	REF3	ACCOUNT	DESCRIPTION	LINE DESCRIPTION	DEBIT	CREDIT	OB
1	10013890	432	LK	NORTH PP					EHNFootballRep&MaintEq	NORTH PORTA POTTY		1,452.86	
2	10013560	432	LK	NORTH PP					LISFootballRep&MaintEq	NORTH PORTA POTTY		1,179.31	
3	10013820	442	LK	NORTH PP					EHNathleticsRentalOfEq	NORTH PORTA POTTY	2,632.17		
10-3250-442-000-30-819-550-000-5000-													
** JOURNAL TOTAL													0.00

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YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	JNL TO	STATUS	BUD YEAR	JNL TYPE	DEBIT	CREDIT OB	
2019 11	127 BUA	05/14/2019	05/14/2019	JTL TO SOU	elizabeth-kolcun	1	N	2019		1,796.02	1,796.02	
LN	ORG	ACCOUNT	OBJECT	PROJ	REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION	DEBIT	CREDIT OB	
1	10013260	432	IK	JTL TO SOU				JTL TO SOUTH				
2	10-3250-432-000-20-517-550-000-5071-		IK	JTL TO SOU				JTLFootballRep&MaintEq		1,796.02		
2	10014250	610	IK	JTL TO SOU				JTL TO SOUTH				
10-3250-610-000-30-820-550-000-5000-			IK	JTL TO SOU				EHSAthleticsGen Sup				
** JOURNAL TOTAL											0.00	0.00

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	JNL TO	STATUS	BUD YEAR	JNL TYPE	DEBIT	CREDIT OB	
2019 11	128 BUA	05/14/2019	05/14/2019	move funds	regina-brotherton	1	N	2019		2,745.00	2,745.00	
LN	ORG	ACCOUNT	OBJECT	PROJ	REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION	DEBIT	CREDIT OB	
1	10002570	610						increase fund		2,745.00		
2	10002570	432						JTLFamConSciGen Sup				
10-1110-610-000-20-517-240-000-0000-								decrease fund		2,745.00		
10-1110-432-000-20-517-240-000-0000-								JTLFamConSciRep&MaintEq				
** JOURNAL TOTAL											0.00	0.00

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	JNL TO	STATUS	BUD YEAR	JNL TYPE	DEBIT	CREDIT OB	
2019 11	129 BUA	05/14/2019	05/14/2019	#2271	SOUTelizabeth-kolcun	1	N	2019		41.67	41.67	
LN	ORG	ACCOUNT	OBJECT	PROJ	REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION	DEBIT	CREDIT OB	
1	10008290	324	IK	#2271	SOUT			JTL TO SOUTH CONF				
2	10-2271-324-000-20-517-550-000-5000-		IK	#2271	SOUT			JTLGen.AthleticTrainerRgst		41.67		
10-2271-324-000-20-517-550-000-5000-			IK	#2271	SOUT			TrainRgst				
10-2271-324-000-30-820-550-000-5000-												
** JOURNAL TOTAL											0.00	0.00

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	JNL TO	STATUS	BUD YEAR	JNL TYPE	DEBIT	CREDIT OB	
2019 11	230 BUA	05/14/2019	05/14/2019	TO 580	elizabeth-kolcun	1	N	2019				
LN	ORG	ACCOUNT	OBJECT	PROJ	REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION	DEBIT	CREDIT OB	
1	10008290	324	IK	#2271	SOUT			JTL TO SOUTH CONF				
2	10-2271-324-000-20-517-550-000-5000-		IK	#2271	SOUT			JTLGen.AthleticTrainerRgst		41.67		
10-2271-324-000-20-517-550-000-5000-			IK	#2271	SOUT			TrainRgst				
10-2271-324-000-30-820-550-000-5000-												
** JOURNAL TOTAL											0.00	0.00

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YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	DEBIT	CREDIT	OB
2019	11	239 BUA	05/15/2019	move funds	kevin-nace	1	N	Hist	2019				
LN	ORG ACCOUNT	OBJECT PROJ	REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION						
2	10003320	640			T	move funds to cover defici			235.89				
	10-1110-640-000-30-819-190-000-0000-				T	EHNSocStudyBooks/Period							
						** JOURNAL TOTAL			0.00				0.00

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	DEBIT	CREDIT	OB
2019	11	242 BUA	05/15/2019	move funds	kevin-nace	1	N	Hist	2019				
LN	ORG ACCOUNT	OBJECT PROJ	REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION						
1	10003320	610			T	move funds to cover defici			233.77				
	10-1110-610-000-30-819-190-000-0000-				T	EHNSocStudyGen Sup							
2	10003320	650			T	move funds to cover defici			174.80				
	10-1110-650-000-30-819-190-000-0000-				T	EHNSocStudySupplies Tech							
3	10003320	513			T	move funds to cover defici			58.97				
	10-1110-513-000-30-819-190-000-0000-				T	EHN SocStudy Transp.Contractd							
						** JOURNAL TOTAL			0.00				0.00

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	DEBIT	CREDIT	OB
2019	11	245 BUA	05/16/2019	Repair	paul-bakner	1	N	Hist	2019				
LN	ORG ACCOUNT	OBJECT PROJ	REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION						
1	10220230	324				Instrument Repairs			190.00				
	10-2271-324-000-30-819-125-000-0000-					EHNInstr.MusicTrainRgst							
2	10003180	432				Instrument Repairs			190.00				
	10-1110-432-000-30-819-125-000-0000-					EHNInstrMusicRep&MaintEq							
3	10220230	580				Instrument Repairs			351.00				
	10-2271-580-000-30-819-125-000-0000-					EHNInstrRegistration/Conf.							
4	10003180	432				Instrument Repairs			351.00				
	10-1110-432-000-30-819-125-000-0000-					EHNInstrMusicRep&MaintEq							
						** JOURNAL TOTAL			0.00				0.00

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YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2019 11	253 BUA	05/16/2019	05/16/2019	Pride day	Lorena-rosado	1	N	Hist	2019	
LN	ORG ACCOUNT	OBJECT PROJ REF1	REF2	REF3 ACCOUNT DESCRIPTION	LINE DESCRIPTION				DEBIT	CREDIT OB
1	10002470 640									900.00
		10-1110-640-000-20-517-151-000-0000-		JTLReadingBooks/Period					900.00	
2	10012850 513									
		10-3210-513-000-20-517-510-000-0000-		JTLStudentActivityContracted						
				** JOURNAL TOTAL					0.00	0.00

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2019 11	271 BUA	05/16/2019	05/16/2019	field trip	wayne-carson	1	N	Hist	2019	
LN	ORG ACCOUNT	OBJECT PROJ REF1	REF2	REF3 ACCOUNT DESCRIPTION	LINE DESCRIPTION				DEBIT	CREDIT OB
1	10003610 610									500.00
		10-1110-610-000-30-820-170-000-0000- wc		EHSMathematicsGen Sup					500.00	
2	10008560 580									
		10-2271-580-000-30-820-170-000-0000- wc		EHSMathCertTravel/Conf						
				** JOURNAL TOTAL					0.00	0.00

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2019 11	302 BUA	05/17/2019	05/17/2019	per RD	kira-holden	1	N	Hist	2019	
LN	ORG ACCOUNT	OBJECT PROJ REF1	REF2	REF3 ACCOUNT DESCRIPTION	LINE DESCRIPTION				DEBIT	CREDIT OB
1	10009630 438									1,000.00
		10-2380-438-000-20-518-000-0000- per RD		LISPrincipalMnt/Rpr/Upgrade						
2	10002660 438									4,000.00
		10-1110-438-000-20-518-110-000-0000- per RD		LISRegularMnt/Rpr/Upgrade					5,000.00	
3	10009630 610									
		10-2380-610-000-20-518-000-0000- per RD		LISPrincipalGen Sup						
				** JOURNAL TOTAL					0.00	0.00

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2019 11	303 BUA	05/17/2019	05/17/2019	640-531	patricia-romansky	1	N	Hist	2019	
LN	ORG ACCOUNT	OBJECT PROJ REF1	REF2	REF3 ACCOUNT DESCRIPTION	LINE DESCRIPTION				DEBIT	CREDIT OB

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YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2019 11	303 BUA	05/17/2019	05/17/2019	640-531	patricia-romansky	1	N	Hist	2019		
LN	ORG ACCOUNT	OBJECT PROJ	REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION	DEBIT	CREDIT OB		
1	10001440 640		pdr			ESERegularBooks/Period	money needed for mailings		10.00		
2	10009270 531		pdr			ESEPrincipalPostage	money needed for mailings	10.00			
** JOURNAL TOTAL											

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2019 11	304 BUA	05/17/2019	05/17/2019	SF PLAY	mariseia-horton	1	N	Hist	2019		
LN	ORG ACCOUNT	OBJECT PROJ	REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION	DEBIT	CREDIT OB		
1	10002160 761		MH	PLAYGR		SMIRegularRepegs\$2,500	Mulch for existing Playgro		3,800.00		
2	10002160 610		MH	PLAYGR		SMIRegularGen Sup	Mulch for existing Playgro	3,800.00			
10-1110-610-000-10-216-110-000-0000-											
** JOURNAL TOTAL											

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2019 11	309 BUA	05/17/2019	05/17/2019	correction	david-lantz-iii	1	N	Hist	2019		
LN	ORG ACCOUNT	OBJECT PROJ	REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION	DEBIT	CREDIT OB		
1	10013070 610		DL	correction		EHSVocalStudentActGen Sup			1,252.44		
2	10003470 610		DL	correction		EHSVocalGen Sup		1,252.44			
10-1110-610-000-30-820-121-000-0000-											
** JOURNAL TOTAL											

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2019 11	310 BUA	05/17/2019	05/17/2019	correction	david-lantz-iii	1	N	Hist	2019		
LN	ORG ACCOUNT	OBJECT PROJ	REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION	DEBIT	CREDIT OB		
** JOURNAL TOTAL											

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YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE		
2019	11	310 BUA	05/17/2019	correction	david-lantz-iii	1	N	Hist	2019			
LN	ORG	ACCOUNT	OBJECT	PROJ	REF1	REF2	REF3	ACCOUNT	DESCRIPTION	DEBIT	CREDIT	OB
1	10003470	752	DL	correction							777.82	
2	10003470	610	DL	correction					EHS Vocal Music NewEq>\$2,500	777.82		
10-1110-610-000-30-820-121-000-0000-									EHSVocalGen Sup			
** JOURNAL TOTAL											0.00	0.00

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE		
2019	11	311 BUA	05/17/2019	correction	david-lantz-iii	1	N	Hist	2019			
LN	ORG	ACCOUNT	OBJECT	PROJ	REF1	REF2	REF3	ACCOUNT	DESCRIPTION	DEBIT	CREDIT	OB
1	10008520	580	DL	correction							477.36	
2	10003470	610	DL	correction					EHSVocalStaffDevTravel/Conf	477.36		
10-1110-610-000-30-820-121-000-0000-									EHSVocalGen Sup			
** JOURNAL TOTAL											0.00	0.00

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE		
2019	11	312 BUA	05/17/2019	correction	david-lantz-iii	1	N	Hist	2019			
LN	ORG	ACCOUNT	OBJECT	PROJ	REF1	REF2	REF3	ACCOUNT	DESCRIPTION	DEBIT	CREDIT	OB
1	10003470	610	DL	correction							2,504.88	
2	10013070	610	DL	correction					EHSVocalGen Sup	2,504.88		
10-3210-610-000-30-820-121-000-0000-									EHSVocalStudentActGen Sup			
** JOURNAL TOTAL											0.00	0.00

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE		
2019	11	313 BUA	05/17/2019	JTL SHED	elizabeth-kolcun	1	N	Hist	2019			
LN	ORG	ACCOUNT	OBJECT	PROJ	REF1	REF2	REF3	ACCOUNT	DESCRIPTION	DEBIT	CREDIT	OB
** JOURNAL TOTAL											0.00	0.00

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YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2019 11	313 BUA	05/17/2019	05/17/2019	JTL SHED	elizabeth-kolcun	1	N	Hist	2019	
LN	ORG ACCOUNT	OBJECT PROJ REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION		DEBIT		CREDIT OB
1	10013200 610	LK	JTL SHED		JTLAthleticsGen Sup	JTL SHED ACCT CODE 762				5,400.00
2	10-3250-610-000-20-517-550-000-5000-	LK	JTL SHED		JTL SHED ACCT CODE 762	JTL SHED ACCT CODE 762		5,400.00		
	10-3250-762-000-30-820-550-000-5000-				EHS Athletic RepEq>\$2,500					
					** JOURNAL TOTAL			0.00		0.00

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2019 11	315 BUA	05/17/2019	05/17/2019	for Diane	kira-holden	1	N	Hist	2019	
LN	ORG ACCOUNT	OBJECT PROJ REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION		DEBIT		CREDIT OB
1	10002660 438		for Diane		LISRegularMnt/Rpr/Upgrade	for bus				307.00
2	10-1110-438-000-20-518-110-000-0000-		for Diane		LIS Instr.TransportContracted	for bus		307.00		
	10-1110-513-000-20-518-110-000-0000-				** JOURNAL TOTAL			0.00		0.00

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2019 11	316 BUA	05/17/2019	05/17/2019	PAY BUS	lorena-rosado	1	N	Hist	2019	
LN	ORG ACCOUNT	OBJECT PROJ REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION		DEBIT		CREDIT OB
1	10002530 610				JTLScienceGen Sup					493.50
2	10-1110-610-000-20-517-180-000-0000-				JTL Instr.Contractd Transport			493.50		
	10-1110-513-000-20-517-110-000-0000-				** JOURNAL TOTAL			0.00		0.00

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2019 11	320 BUA	05/20/2019	05/20/2019	MCCD	transmelissa-hughes	1	N	Hist	2019	
LN	ORG ACCOUNT	OBJECT PROJ REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION		DEBIT		CREDIT OB
1	10002530 610				JTLScienceGen Sup					493.50
2	10-1110-610-000-20-517-180-000-0000-				JTL Instr.Contractd Transport			493.50		
	10-1110-513-000-20-517-110-000-0000-				** JOURNAL TOTAL			0.00		0.00

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YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	DEBIT	CREDIT OB
2019	11	320 BUA	05/20/2019	MCCD	transmelissa-hughes	1	N	Hist	2019			
LN	ORG ACCOUNT	OBJECT PROJ	REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION					
1	10003630 610					MCCD SPRING transfer					1,032.50	
2	10003630 513					EHSScienceGen Sup					1,032.50	
						MCCD SPRING transfer						
						EHSScienceContracted						
						** JOURNAL TOTAL					0.00	0.00

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	DEBIT	CREDIT OB
2019	11	330 BUA	05/20/2019	fraser	stalorena-rosado	1	N	Hist	2019			
LN	ORG ACCOUNT	OBJECT PROJ	REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION					
1	10002530 610					JTLScienceGen Sup					323.40	
2	10002330 610					JTLRegularGen Sup					323.40	
						** JOURNAL TOTAL					0.00	0.00

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	DEBIT	CREDIT OB
2019	11	331 BUA	05/20/2019	acct def	camy-snyder	1	N	Hist	2019			
LN	ORG ACCOUNT	OBJECT PROJ	REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION					
1	10006390 330					Cover devicit a/c#	330-30				33,645.93	
2	10006420 330					SpvStuServOtherProfSvc					33,645.93	
						Cover devicit a/c#	330-30					
						SpvStuServOtherProfSvc						
						** JOURNAL TOTAL					0.00	0.00

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	DEBIT	CREDIT OB
2019	11	334 BUA	05/20/2019	acct def	amy-snyder	1	N	Hist	2019			
LN	ORG ACCOUNT	OBJECT PROJ	REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION					
						** JOURNAL TOTAL					0.00	0.00

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YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	DEBIT	CREDIT OB
2019	11	334 BUA	05/20/2019	acct def	amy-snyder	1	N	Hist	2019			
LN	ORG ACCOUNT	OBJECT PROJ REF1	REF2	REF3 ACCOUNT DESCRIPTION	LINE DESCRIPTION							
1	10280040 580			ajs							523.87	523.87
2	10012080 580			ajs	Spec.Ed SupvTravel/Conf						523.87	
	10-2834-580-000-30-000-000-0000-				OthPupilPerTravel/Conf							
					** JOURNAL TOTAL						0.00	0.00

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	DEBIT	CREDIT OB
2019	11	335 BUA	05/21/2019	pride day	lorena-rosado	1	N	Hist	2019			
LN	ORG ACCOUNT	OBJECT PROJ REF1	REF2	REF3 ACCOUNT DESCRIPTION	LINE DESCRIPTION							
1	10009570 550				JTLPrincipalPrint&Bind						237.02	237.02
2	10012850 810				JTLStudentActivityDues&Fees						20.00	20.00
3	10009570 810				JTLPrincipalDues&Fees						50.00	50.00
4	10012850 610				JTLStudentActivityGen Sup						307.02	307.02
	10-3210-610-000-20-517-510-000-0000-				** JOURNAL TOTAL						0.00	0.00

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YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	DEBIT	CREDIT OB
2019	11	336 BUA	05/21/2019	acct def	camy-snyder	1	N	Hist	2019			
LN	ORG ACCOUNT	OBJECT PROJ REF1	REF2	REF3 ACCOUNT DESCRIPTION	LINE DESCRIPTION							
1	10280060 580			ajs							1,613.33	1,613.33
2	10012010 324			ajs	SpecEdSpvTravel/Conf						1,613.33	
	10-2834-324-000-20-000-009-000-0000-				OthPupilPerTrainRgst							
					** JOURNAL TOTAL						0.00	0.00



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YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2019	11	337 BUA	05/21/2019	acct def	amy-snyder	1	N	Hist	2019	

LN	ORG ACCOUNT	OBJECT PROJ	REF1	REF2	REF3	JNL DESC	ACCOUNT DESCRIPTION	LINE DESCRIPTION	DEBIT	CREDIT OB
1	10280060	324								
			ajs							
	10-2834-324-000-10-000-310-000-0000-									
2	10012080	324							2,718.34	2,718.34
			ajs							
	10-2834-324-000-30-000-009-000-0000-									
								** JOURNAL TOTAL	0.00	0.00

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2019	11	338 BUA	05/21/2019	acct def	amy-snyder	1	N	Hist	2019	

LN	ORG ACCOUNT	OBJECT PROJ	REF1	REF2	REF3	JNL DESC	ACCOUNT DESCRIPTION	LINE DESCRIPTION	DEBIT	CREDIT OB
1	10210110	581								
			ajs							
	10-2119-581-000-20-000-310-000-0000-									
2	10011900	324							2,253.33	2,253.33
			ajs							
	10-2834-324-000-10-000-009-000-0000-									
								** JOURNAL TOTAL	0.00	0.00

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2019	11	339 BUA	05/21/2019	acct def	amy-snyder	1	N	Hist	2019	

LN	ORG ACCOUNT	OBJECT PROJ	REF1	REF2	REF3	JNL DESC	ACCOUNT DESCRIPTION	LINE DESCRIPTION	DEBIT	CREDIT OB
1	10210020	581								
			ajs							
	10-2111-581-000-10-000-009-000-0000-									
2	10210040	610							786.04	786.04
			ajs							
	10-2111-610-000-30-000-009-000-0000-									
								** JOURNAL TOTAL	0.00	0.00

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2019	11	340 BUA	05/21/2019	acct def	amy-snyder	1	N	Hist	2019	

LN	ORG ACCOUNT	OBJECT PROJ	REF1	REF2	REF3	JNL DESC	ACCOUNT DESCRIPTION	LINE DESCRIPTION	DEBIT	CREDIT OB
1	10210020	581								
			ajs							
	10-2111-581-000-10-000-009-000-0000-									
2	10210040	610							786.04	786.04
			ajs							
	10-2111-610-000-30-000-009-000-0000-									
								** JOURNAL TOTAL	0.00	0.00

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YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2019 11	340 BUA	05/21/2019	05/21/2019	acct def	amy-snyder	1	N	Hist	2019	
LN	ORG ACCOUNT	OBJECT PROJ REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION	DEBIT	CREDIT	OB	
1	10210010 324	ajs			Professional Development PupSe		260.00		260.00	
2	10210020 810	ajs			PupilSrv.Dues&Fees					
					** JOURNAL TOTAL		0.00		0.00	

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2019 11	341 BUA	05/21/2019	05/21/2019	acct def	amy-snyder	1	N	Hist	2019	
LN	ORG ACCOUNT	OBJECT PROJ REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION	DEBIT	CREDIT	OB	
1	10210010 324	ajs			Professional Development PupSe		660.00		660.00	
2	10210030 810	ajs			PupilSrv.Dues&Fees					
					** JOURNAL TOTAL		0.00		0.00	

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2019 11	342 BUA	05/21/2019	05/21/2019	acct def	amy-snyder	1	N	Hist	2019	
LN	ORG ACCOUNT	OBJECT PROJ REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION	DEBIT	CREDIT	OB	
1	10210010 324	ajs			Professional Development PupSe		660.00		660.00	
2	10210040 810	ajs			PupilSrv.Dues&Fees					
					** JOURNAL TOTAL		0.00		0.00	

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2019 11	343 BUA	05/21/2019	05/21/2019	acct def	amy-snyder	1	N	Hist	2019	
LN	ORG ACCOUNT	OBJECT PROJ REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION	DEBIT	CREDIT	OB	
1	10210010 324	ajs			Professional Development PupSe		660.00		660.00	
2	10210040 810	ajs			PupilSrv.Dues&Fees					
					** JOURNAL TOTAL		0.00		0.00	

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YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2019 11	343 BUA	05/21/2019	05/21/2019	acct def	amy-snyder	1	N	Hist	2019	
LN	ORG ACCOUNT	OBJECT PROJ	REF1	REF2	REF3 ACCOUNT DESCRIPTION	LINE DESCRIPTION	DEBIT	CREDIT	OB	
1	10210060 610		ajs							1,529.97
2	10006370 610	10-2119-610-000-10-000-310-000-0000-	ajs		SpecEdSpvSupply		1,529.97			
10-2119-610-000-10-000-009-000-0000-					SpvStuServ Gen Sup					
** JOURNAL TOTAL										
							0.00			0.00

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2019 11	344 BUA	05/21/2019	05/21/2019	acct def	amy-snyder	1	N	Hist	2019	
LN	ORG ACCOUNT	OBJECT PROJ	REF1	REF2	REF3 ACCOUNT DESCRIPTION	LINE DESCRIPTION	DEBIT	CREDIT	OB	
1	10210110 650		ajs							141.66
2	10006390 650	10-2119-650-000-20-000-310-000-0000-	ajs		SpecEdSpvSupplies Tech		141.66			
10-2119-650-000-20-000-009-000-0000-					SpvStuServSupplies Tech					
** JOURNAL TOTAL										
							0.00			0.00

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2019 11	345 BUA	05/21/2019	05/21/2019	acct def	amy-snyder	1	N	Hist	2019	
LN	ORG ACCOUNT	OBJECT PROJ	REF1	REF2	REF3 ACCOUNT DESCRIPTION	LINE DESCRIPTION	DEBIT	CREDIT	OB	
1	10210050 650		ajs							282.95
2	10006420 650	10-2119-650-000-30-000-310-000-0000-	ajs		Spv Student ServSupplies Tech		282.95			
10-2119-650-000-30-000-009-000-0000-					SpvStuServOtherSupplies Tech					
** JOURNAL TOTAL										
							0.00			0.00

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2019 11	346 BUA	05/21/2019	05/21/2019	acct def	amy-snyder	1	N	Hist	2019	
LN	ORG ACCOUNT	OBJECT PROJ	REF1	REF2	REF3 ACCOUNT DESCRIPTION	LINE DESCRIPTION	DEBIT	CREDIT	OB	
1	10210050 650		ajs							282.95
2	10006420 650	10-2119-650-000-30-000-310-000-0000-	ajs		Spv Student ServSupplies Tech		282.95			
10-2119-650-000-30-000-009-000-0000-					SpvStuServOtherSupplies Tech					
** JOURNAL TOTAL										
							0.00			0.00

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YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2019 11	346 BUA	05/21/2019	05/21/2019	acct def	amy-snyder	1	N	Hist	2019	

LN	ORG ACCOUNT	OBJECT PROJ	REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION	DEBIT	CREDIT OB
1	10210050 610		ajs			SpecEdSpvGeneral Sup		165.58	165.58
2	10210050 581		ajs			SpvStuServInDistrictTrvl		165.58	
						** JOURNAL TOTAL		0.00	0.00

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2019 11	347 BUA	05/21/2019	05/21/2019	acct def	amy-snyder	1	N	Hist	2019	

LN	ORG ACCOUNT	OBJECT PROJ	REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION	DEBIT	CREDIT OB
1	10210050 610		ajs			SpecEdSpvGeneral Sup		159.43	159.43
2	10006390 581		ajs			SpvStuServ InDistrictTrvl		159.43	
						** JOURNAL TOTAL		0.00	0.00

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2019 11	348 BUA	05/21/2019	05/21/2019	acct def	amy-snyder	1	N	Hist	2019	

LN	ORG ACCOUNT	OBJECT PROJ	REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION	DEBIT	CREDIT OB
1	10210050 610		ajs			SpecEdSpvGeneral Sup		159.43	159.43
2	10006370 581		ajs			SpvStuServ InDistrictTrvl		159.43	
						** JOURNAL TOTAL		0.00	0.00

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2019 11	368 BUA	05/22/2019	05/22/2019	nasro	debra-wisotsky	1	N	Hist	2019	

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

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YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	DEBIT	CREDIT OB
2019 11	368 BUA	05/22/2019	05/22/2019	nasro	debra-wisotsky	1	N	Hist	2019			
LN	ORG ACCOUNT	OBJECT PROJ	REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION					
1	10011200 330		dw			transfer for NASRO members					200.00	
2	10-2660-330-000-00-000-091-000-0000-		dw			Security OtherProfSvc					200.00	
	10-2660-810-000-00-000-091-000-0000-					Security Dues&Fees						
						** JOURNAL TOTAL					0.00	0.00

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	DEBIT	CREDIT OB
2019 11	378 BUA	05/23/2019	05/23/2019	neg bal	debra-padavano	1	N	Hist	2019			
LN	ORG ACCOUNT	OBJECT PROJ	REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION					
1	10001250 610					Cover negative balance					153.38	
2	10-1110-610-000-10-211-110-000-0000-					BESRegularGen Sup					153.38	
	10-1110-581-000-10-211-110-000-0000-					BESRegularInDistrictTrvl						
						** JOURNAL TOTAL					0.00	0.00

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	DEBIT	CREDIT OB
2019 11	381 BUA	05/23/2019	05/23/2019	AP Test	phillip-kerzner	1	N	Hist	2019			
LN	ORG ACCOUNT	OBJECT PROJ	REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION					
1	10006660 442					EHSGuidanceRentalofEq					440.00	
2	10-2120-442-000-30-820-601-000-0000-					EHSGuidanceGen Sup						
	10-2120-610-000-30-820-601-000-0000-					** JOURNAL TOTAL					0.00	0.00

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	DEBIT	CREDIT OB
2019 11	382 BUA	05/23/2019	05/23/2019	AP Test	phillip-kerzner	1	N	Hist	2019			
LN	ORG ACCOUNT	OBJECT PROJ	REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION					

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06/18/2019 14:35 | East Stroudsburg Area SD, PA | JOURNAL INQUIRY

diane-kelly

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2019 11	382 BUA	05/23/2019	05/23/2019	AP Test	phillip-kerzner	1	N	Hist	2019	
LN	ORG ACCOUNT	OBJECT PROJ REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION	DEBIT	CREDIT	OB	
1	10006660 610				EHSGuidanceGen Sup		156.77			
2	10006660 550				EHSGuidancePrint&Bind			156.77		
					** JOURNAL TOTAL		0.00		0.00	

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2019 11	383 BUA	05/23/2019	05/23/2019	AP Test	phillip-kerzner	1	N	Hist	2019	
LN	ORG ACCOUNT	OBJECT PROJ REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION	DEBIT	CREDIT	OB	
1	10006660 610				EHSGuidanceGen Sup		150.00			
2	10006660 635				EHSGuidanceFood			150.00		
					** JOURNAL TOTAL		0.00		0.00	

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2019 11	384 BUA	05/23/2019	05/23/2019	AP Test	phillip-kerzner	1	N	Hist	2019	
LN	ORG ACCOUNT	OBJECT PROJ REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION	DEBIT	CREDIT	OB	
1	10006660 610				EHSGuidanceGen Sup		550.00			
2	10006660 810				EHSGuidanceDues&Fees			550.00		
					** JOURNAL TOTAL		0.00		0.00	

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2019 11	392 BUA	05/23/2019	05/23/2019	supplies	katye-clogg	1	N	Hist	2019	
LN	ORG ACCOUNT	OBJECT PROJ REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION	DEBIT	CREDIT	OB	
					** JOURNAL TOTAL		0.00		0.00	

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YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2019 11	392 BUA	05/23/2019	05/23/2019	supplies	katye-cllogg	1	N	Hist	2019	
LN	ORG ACCOUNT	OBJECT PROJ	REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION	DEBIT	CREDIT OB	
1	10008530	580				EHSInstrMusicCertiTravel/Conf		128.62		
2	10008530	324				EHSInstrMusicCertiTrainRgst			128.62	
3	10008530	324				EHSInstrMusicCertiTrainRgst			46.38	
4	10003510	610				EHSInstrMusicGen Sup		46.38		
5	10003510	610				EHSInstrMusicGen Sup		270.00		
6	10013090	810				EHSInstrMusicDues&Fees			270.00	
** JOURNAL TOTAL										

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2019 11	394 BUA	05/24/2019	05/24/2019	correction	lantz-iii	1	N	Hist	2019	
LN	ORG ACCOUNT	OBJECT PROJ	REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION	DEBIT	CREDIT OB	
1	10003470	752	DL	correction		EHS Vocal Music NewEq>\$2,500		6,993.00		
2	10003470	610	DL	correction		EHSVocalGen Sup			6,993.00	
10-1110-610-000-30-820-121-000-0000-										
** JOURNAL TOTAL										

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YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2019 11	401 BUA	05/24/2019	05/24/2019	gym speak	lorena-rosado	1	N	Hist	2019	
LN	ORG ACCOUNT	OBJECT PROJ	REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION	DEBIT	CREDIT OB	
1	10002530	610				JTLScienceGen Sup			320.00	
10-1110-610-000-20-517-180-000-0000-										
2	10002430	610				JTLHealthPhysEdGen Sup		320.00		
10-1110-610-000-20-517-140-000-0000-										
** JOURNAL TOTAL										



YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2019 11	412 BUA	05/29/2019	05/28/2019	Low funds	aimce-ellison	1	N	Hist	2019	
LN	ORG ACCOUNT	OBJECT PROJ	REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION	DEBIT	CREDIT	OB
1	10003530 610			PE sup Driver Ed		EHSHealthPhysEdGen Sup		240.67		
2	10005780 610			PE sup Driver Ed		EHSDrivers'EdGen Sup			240.67	
	10-1410-610-000-30-820-410-000-0000-					** JOURNAL TOTAL		0.00		0.00

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2019 11	413 BUA	05/28/2019	05/28/2019	1110 - Mus	keith-labar	1	N	Hist	2019	
LN	ORG ACCOUNT	OBJECT PROJ	REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION	DEBIT	CREDIT	OB
1	10003140 610					EHNVocalGen Sup	JWPepper and Suzuki Music	560.00		
2	10012950 810					EHNVocalStudentActDues&Fees			560.00	
	10-3210-810-000-30-819-121-000-0000-					** JOURNAL TOTAL		0.00		0.00

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2019 11	415 BUA	05/28/2019	05/28/2019	Neg Bal	debra-padavano	1	N	Hist	2019	
LN	ORG ACCOUNT	OBJECT PROJ	REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION	DEBIT	CREDIT	OB
1	10009210 610					BESPrincipalGen Sup	Neg Bal			456.33
2	10009210 438					BESPrincipalMnt/Rpr/Upgrade		456.33		
	10-2380-438-000-10-211-000-000-0000-					** JOURNAL TOTAL		0.00		0.00

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2019 11	426 BUA	05/29/2019	05/29/2019	bm	lorena-rosado	1	N	Hist	2019	
LN	ORG ACCOUNT	OBJECT PROJ	REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION	DEBIT	CREDIT	OB
						** JOURNAL TOTAL		0.00		0.00

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YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	DEBIT	CREDIT	OB	
2019 11	426 BUA	05/29/2019	05/29/2019	bmx	loreana-rosado	1	N	Hist	2019					
LN	ORG	ACCOUNT	OBJECT	PROJ	REF1	REF2	REF3	ACCOUNT	DESCRIPTION	LINE DESCRIPTION				
1	10012850	513							JTLStudentActivityContracted			500.00		
2	10-3210-513-000-20-517-510-000-0000-								JTLStudentActivityGen Sup		1,750.00			
3	10012850	610							JTLStudentActivityContracted					
4	10-3210-513-000-20-517-510-000-0000-								JTLStudentActivityContracted					
** JOURNAL TOTAL												0.00	0.00	

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	DEBIT	CREDIT	OB	
2019 11	429 BUA	05/29/2019	05/29/2019	operation	rebecca-lopez	1	N	Hist	2019					
LN	ORG	ACCOUNT	OBJECT	PROJ	REF1	REF2	REF3	ACCOUNT	DESCRIPTION	LINE DESCRIPTION				
1	10010930	431							LIS Custodial Rep&MaintBldgs operations			200.00		
2	10-2620-431-000-20-518-024-000-0000-								EHN OperBldg Rep&MaintBldgs operations		200.00			
3	10010670	432							ESECustodialRep&MaintEq operations			500.00		
4	10-2620-432-000-10-212-024-000-0000-								ESEOperBldg Equip.Repr&Maint. operations		500.00			
5	10010750	432							MSECustodialRep&MaintEquip. operations			200.00		
6	10-2620-432-000-10-214-024-000-0000-								RESOperBldg EquipRepr&Maint operations		200.00			
7	10010930	432							LISCustodialRep&MaintEq operations			1,500.00		
8	10-2620-432-000-20-518-024-000-0000-								OperBldg OtherRentals		1,500.00			
** JOURNAL TOTAL												0.00	0.00	

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	DEBIT	CREDIT	OB	
2019 11	440 BUA	05/30/2019	05/30/2019	supplies	loreana-rosado	1	N	Hist	2019					
LN	ORG	ACCOUNT	OBJECT	PROJ	REF1	REF2	REF3	ACCOUNT	DESCRIPTION	LINE DESCRIPTION				
** JOURNAL TOTAL												0.00	0.00	



YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	DEBIT	CREDIT OB
2019	11	440 BUA	05/30/2019	supplies	loreana-rosado	1	N	Hist	2019			
LN	ORG	ACCOUNT	OBJECT	PROJ	REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION			
1	10002570	610						JTLFamConSciGen Sup			360.00	
2	10009570	610						JTLPrincipalGen Sup			360.00	
								** JOURNAL TOTAL			0.00	0.00

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	DEBIT	CREDIT OB
2019	11	530 BUA	05/30/2019	Registrtiamy-snyder	amy-snyder	1	N	Hist	2019			
LN	ORG	ACCOUNT	OBJECT	PROJ	REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION			
1	10011900	580						OthPupilPerTravel/Conf	cover deficit		70.00	
2	10012010	580						OthPupilPerTravel/Conf	cover deficit		70.00	
3	10280060	324						SpecEdSpvTrainRgst	cover deficit		70.00	
4	10011900	324						OthPupilPerTrainRgst	cover deficit		70.00	
								** JOURNAL TOTAL			0.00	0.00

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	DEBIT	CREDIT OB
2019	11	536 BUA	05/30/2019	neg bal	amy-snyder	1	N	Hist	2019			
LN	ORG	ACCOUNT	OBJECT	PROJ	REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION			
1	10280060	324						SpecEdSpvTrainRgst	to cover for Social Wrkr t		161.00	
2	10011900	324						OthPupilPerTrainRgst	to cover for Social Wrkr t		161.00	
								** JOURNAL TOTAL			0.00	0.00



YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	DEBIT	CREDIT OB	
2019 11	538 BUA	05/30/2019	05/30/2019	neg bal	amy-snyder	1	N	Hist	2019				
LN	ORG ACCOUNT	OBJECT PROJ REF1	REF2	REF3 ACCOUNT DESCRIPTION	LINE DESCRIPTION								
1	10280040 324				for Sec. Social Wrkr trng							229.70	
2	10012080 324				SpecEd.SupvTrainRgst						229.70		
10-2834-324-000-30-000-009-000-0000-					OthPupilPerTrainRgst								
** JOURNAL TOTAL												0.00	0.00

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	DEBIT	CREDIT OB	
2019 11	539 BUA	05/30/2019	05/30/2019	Neg Bal	debra-padavano	1	N	Hist	2019				
LN	ORG ACCOUNT	OBJECT PROJ REF1	REF2	REF3 ACCOUNT DESCRIPTION	LINE DESCRIPTION								
1	10009210 610				Neg Bal							350.00	
2	10009210 438				BESPrincipalGen Sup						350.00		
3	10001250 610				Neg Bal							100.00	
4	10001250 581				BESRegularGen Sup						100.00		
10-1110-581-000-10-211-110-000-0000-					Neg Bal								
10-1110-581-000-10-211-110-000-0000-					BESRegularInDistrictTrvl								
** JOURNAL TOTAL												0.00	0.00

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	DEBIT	CREDIT OB	
2019 11	540 BUA	05/31/2019	05/31/2019	SHORTFALL	kelli-oney	1	N	Hist	2019				
LN	ORG ACCOUNT	OBJECT PROJ REF1	REF2	REF3 ACCOUNT DESCRIPTION	LINE DESCRIPTION								
1	10001130 610				SHORTFALL FOR COACH SUPPLI							77.49	
2	10007330 610				CurrWriteGen Sup						77.49		
10-2260-610-000-10-000-004-000-0000-					SHORTFALL FOR COACH SUPPLI								
10-2260-610-000-10-000-004-000-0000-					Instr&CurrDevGen Sup								
** JOURNAL TOTAL												0.00	0.00



YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2019 11	541 BUA	05/31/2019	05/31/2019	pareap	kelli-oney	1	N	Hist	2019	
LN	ORG ACCOUNT	OBJECT PROJ	REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION	DEBIT	CREDIT OB	
1	10001130 640			ko		CurrWriteBooks/Period	COVER PAREAP HR EXPENSE		999.00	
2	10007330 650			ko		Instr&CurrDevSupplies Tech	COVER PAREAP HR EXPENSE	999.00		
						** JOURNAL TOTAL		0.00	0.00	
						** GRAND TOTAL		0.00	0.00	

90 Journals printed

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

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East Stroudsburg Area School District

Date Range 5/31/19 through 6/14/19

Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
544	06/10/2019	ASSOCIATION OF SCHOOL BUSINESS OFFICIALS INTER.	ASBO INV MEMBER ID 833275 T MCINTYRE	\$ 230.00
545	06/10/2019	ASCD STORE	Membership renewal- I LIVINGSTON	\$ 239.00
546	06/10/2019	COMMONWEALTH OF PA	Underground Storage Tank - Sou	\$ 1,650.00
547	06/10/2019	CRAMER'S HOME CENTER	Underground Storage Tank-North	\$ 1,650.00
548	06/10/2019	CRAMERS CASHWAY, INC.	cramers SUPPLIES	\$ 679.27
549	06/10/2019	COMPUTER SPORTS MEDICINE, INC	cramers	\$ 984.21
550	06/10/2019	FEDEX	SOUTH ATHLETIC TRAINER SOFTWAR	\$ 500.00
551	06/10/2019	FRIEDMAN ELECTRIC SUPPLY CO. INC.	RETURNED ITEMS FOR CREDIT	\$ 1,738.52
552	06/10/2019	HAIJOCA CORPORATION	friedman ELECTRIC SUPPLIES	\$ 2,856.84
553	06/10/2019	HERSHEY LODGE	MAINTENANCE ELECTRICAL SUPPLIES	\$ 3,880.83
554	06/10/2019	LEHIGH UNIVERSITY	HAIJOCA PLUMBING SUPPLIES	\$ 2,822.41
555	06/10/2019	MIDDLE SMITHFIELD TOWNSHIP	DATA SUMIT CONFERENCE 2 OF 3 DAYS HOTEL STAY	\$ 304.14
556	06/10/2019	NAESP.ORG	Lehigh University Law Conferen JENN FULLER	\$ 200.00
557	06/10/2019	NATIONAL ASSOC. SCHOOL NURSES MEMBERSHIP	Lehigh University Law Conferen JOSH FULLER	\$ 200.00
558	06/10/2019	NESTLE WATERS NORTH AMERICA	MIDDLE SMITHFIELD ELEM 2ND QTR WATER AND SEWER	\$ 4,725.00
559	06/10/2019	PCARD VENDOR	RESICA 2ND QTR SEWER AND WATER	\$ 4,200.00
560	06/10/2019	PCARD VENDOR	Renew NAESP Mememrship I LIVINGSTON	\$ 595.00
561	06/10/2019	PCARD VENDOR	Lynn Pappalardo - NASN members	\$ 130.00
562	06/10/2019	PCARD VENDOR	resica water bottles FEBRUARY 2019	\$ 435.46
563	06/10/2019	PCARD VENDOR	resica water bottles JANUARY 2019	\$ 523.87
564	06/10/2019	PCARD VENDOR	Acuity Scheduling Software ann	\$ 221.54
565	06/10/2019	PMEA DISTRICT 10	VEHICLE DIAGNOSTIC SOFEWARE LICENSED	\$ 899.94
566	06/10/2019	SOMASTREAM INTERACTIVE	HOTEL STAY FOR MORAN-VAN VOORHIS-BRADLEY & KULICK	\$ 628.10
567	06/10/2019	WASTE MANAGEMENT	NEW KEYS FOR ATHLETICS SAFE	\$ 35.00
568	06/10/2019	KATOM RESTA	SUICIDE PREVENTION CONFERENCE JONES & DREISBACH	\$ 570.00
			DISNEY Training program CD'S FOR TRANSPORTATION	\$ 205.95
			PMEA STATE FESTIVAL/MATTHEW AM	\$ 790.00
			PMEA/NAFME Easter Division Con	\$ 185.00
			15 additional drivers ed seats	\$ 300.00
			DISTRICT CAFETERIA WASTE PAICK-UP	\$ 3,591.98
			DISTRICT waste PICK-UP	\$ 7,359.18
			CAFETERIA SUPPLIES - M POSSINGER	\$ 399.10

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East Stroudsburg Area School District

Date Range 5/31/19 through 6/14/19

Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
569	06/10/2019	PCARD VENDOR	CAFETERIA SUPPLIES - M POSSINGER	\$ 68.99
570	06/10/2019	PRICE CHOPPER #236	CAFETERIA SUPPLIES - M POSSINGER	\$ 27.85
571	06/10/2019	WEIS MARKET, INC.	CAFETERIA SUPPLIES - M POSSINGER	\$ 38.65
572	06/10/2019	DOLLAR TREE	CAFETERIA SUPPLIES - D FLYNN	\$ 60.42
573	06/10/2019	KEYCO DISTRIBUTORS INC.	CAFETERIA SUPPLIES - D FLYNN	\$ 842.40
574	06/10/2019	WALMART COMMUNITY/GEMB	CAFETERIA SUPPLIES - D FLYNN	\$ 17.48
575	06/10/2019	WEIS MARKET, INC.	CAFETERIA SUPPLIES - D FLYNN	\$ 16.00
240853	06/06/2019	21ST CENTURY CYBER CHARTER SCHOOL	Inv # 423212 May 2019 21CC	\$ 6,783.43
240854	06/06/2019	A.C. MOORE	Invoice # 423660 21CC June 201	\$ 8,861.36
240855	06/06/2019	ABC TROPHIES, INC.	ARTS SUPPLIES	\$ 888.67
			Chess Trophy	\$ 15.00
			music theory plaque	\$ 416.30
			Trophies for Math 24 Challenge	\$ 45.50
240856	06/06/2019	ACHIEVEMENT HOUSE CHARTER SCHOOL	Invoice # 553232 May 2019 Tuit	\$ 1,107.67
240857	06/06/2019	ALL AMERICAN SPORTS CORP.	SOUTH FOOTBALL RECON HELMET	\$ 81.47
240858	06/06/2019	AMAZON.COM	0785NC2SN Krylon 100500A00 T	\$ 775.00
			3D Printer & Supplies	\$ 499.92
			Adapt-Ease Ergonomic Slant Boa	\$ 46.99
			Alternative furniture	\$ 463.43
			B0785NC2SN Krylon 100500A00 T	\$ 195.83
			Books for Erin D. social work	\$ 42.16
			camera equipment	\$ 159.99
			COMMERCIAL SERIES CEILING SPEA	\$ 1,020.00
			EMERGENCY PHONE DIALER	\$ 959.07
			Items for life skills student	\$ 35.76
			library book replacement: See	\$ 32.57
			NORTH CROSS COUNTRY TIMERS	\$ 215.88
			OFFICE SUPPLIES FOR TECHNOLOGY	\$ 69.94
			OTTERBOX FOR CUSTODIAL SUPERVI	\$ 32.63
			PHONE MODULES-TMCINTYRE	\$ 80.76
			Privacy Screen for Guidance Se	\$ 71.98
			PROFESSIONAL DEVELOPMENT BOOKS	\$ 1,980.00

East Stroudsburg Area School District

Date Range 5/31/19 through 6/14/19

Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
240858	06/06/2019	AMAZON.COM	project supplies	\$ 52.14
			Replacement bulb	\$ 30.65
			REPLACEMENT PHONE CASE FOR CHI	\$ 17.49
			SUPPLIES NEEDED	\$ 171.72
			TITLE IV MATH MATERIALS FOR BU PO 19003425	\$ 109.95
			TITLE IV MATH MATERIALS FOR ES	\$ 632.78
			TITLE IV MATH MATERIALS FOR JM	\$ 172.86
			TITLE IV MATH MATERIALS FOR MS	\$ 421.17
			TITLE IV MATH MATERIALS FOR RE	\$ 408.03
			TITLE IV MATH MATERIALS FOR SM	\$ 28.57
240859	06/06/2019	AMERICAN CANCER SOCIETY	HS NORTH RELAY FOR LIFE	\$ 460.00
240860	06/06/2019	ARMAND M MARTINELLI	ATHLETICS TRAINERS CONFERENCE MEALS 01/11-01/14	\$ 63.04
240861	06/06/2019	ARTS ACADEMY CHARTER SCHOOL	Inv #Apr 2019 AACs	\$ 4,430.69
			Invoice # May 2019 AACs	\$ 4,430.69
240862	06/06/2019	ATTICUS RACK	GUEST SPEAKER TRAVEL EXPENSE	\$ 44.00
240863	06/06/2019	B NEWHART E SONS INC	north sludge removal	\$ 1,400.00
240864	06/06/2019	BLICK ART MATERIALS	project supplies	\$ 54.91
240865	06/06/2019	BMC OFFICE FURNITURE	DRAWER FOR SUE VITULLI	\$ 680.00
			MOVE PAYROLL STATIONS INV 7956	\$ 3,378.00
240866	06/06/2019	CANFIELD'S PET AND FARM	weed killer	\$ 68.00
240867	06/06/2019	CATHERINE A STRAZZERI	NORTH SADD SUPPLIES	\$ 185.95
240868	06/06/2019	CATHERINE TYNEMOUTH	JM HILL FOOD FOR FAMILIES BACK PACK FOR APRIL	\$ 74.00
240869	06/06/2019	CHAPMAN REFRIGERATION LLC	to pay invoices for 2018-2019	\$ 77.50
240870	06/06/2019	CHESTER COUNTY INTERMEDIATE UNIT	Invoice # 413957 April Tuition	\$ 8,188.22
240871	06/06/2019	CHRISTOPHER S. BROWN LAW OFFICES	CHRIS BROWN INVOICE MAY	\$ 4,512.50
240872	06/06/2019	CINTAS CORPORATION #101	bes cintas UNIFORM RENTAL	\$ 154.02
			bes UNIFORM RENTAL	\$ 51.34
			cintas maint-UNIFORM RENTAL	\$ 262.10
			ESE UNIFORM RENTAL	\$ 147.33
			FOUNDATIONS UNIFORM RENTAL	\$ 830.35
			hss cintas open po UNIFORM RENTAL	\$ 706.62
			hss cintas UNIFORM RENTAL	\$ 242.25

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East Stroudsburg Area School District

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Check Number	Date	Vendor Name	Invoice Description	Check Amount
240872	06/06/2019	CINTAS CORPORATION #101	JM HILL UNIFORM RENTAL	\$ 269.80
			jtl cintas UNIFORM RENTAL	\$ 315.45
			jtl UNIFORM RENTAL	\$ 157.11
			jtl uniforms rental	\$ 158.06
			jtl uniforms RENTALS	\$ 157.11
			MAINTENANCE UNIFORM RENTAL	\$ 772.11
			mse UNIFORM RENTAL	\$ 139.70
			north cintas po UNIFORM RENTAL	\$ 1,165.74
			resica cintas po	\$ 128.60
			resica cintas UNIFORM RENTAL	\$ 192.90
			sme UNIFORM RENTAL	\$ 142.56
			sme uniforms	\$ 95.04
			sme uniforms RENTALS	\$ 47.52
			UNIFORM RENTAL	\$ 114.29
			UNIFORM RENTAL - BUS GARAGE	\$ 458.66
240873	06/06/2019	CINTAS CORPORATION #101	OPEN ORDER FIRST AID CABINETS	\$ 189.02
240874	06/06/2019	COLONIAL INTERMEDIATE UNIT 20	EXCELLENCE IN EDUCATION/MERIT SCHOLARS CEREMONY	\$ 450.00
			INSTRUCTIONAL COST INSTALLMENTS	\$ 73,410.96
			PARTIAL HOSPITAL INSTALLMENT MAY 2019	\$ 33,469.06
240875	06/06/2019	COLT PLUMBING SPECIALTIES	jtl push button	\$ 454.43
240876	06/06/2019	COMMUNICATIONS SYSTEMS, INC.	SECURITY KEYPADS REPAIRS took credit off invoice	\$ 722.51
240877	06/06/2019	COOPER JONES ENTERPRISE	HS NORTH SENIOR BREAKFAST	\$ 1,516.00
240878	06/06/2019	D'HUY ENGINEERING, INC.	CAP RESERVE - EHS CAMERAS Job#287015	\$ 868.00
			hsn roof replacement job287010 3/30/-4/26/19	\$ 18,207.30
			hsn/lehman water heater replac	\$ 1,126.25
			north trane controls oversight Job287013 3/30-4/26	\$ 2,000.00
			SURVEILLANCE CAMERAS job 287012 2/23-3/29/19	\$ 3,000.01
240879	06/06/2019	DAVIS TROPHIES	TSA STATE COMPETITION TROPHIES	\$ 204.30
240880	06/06/2019	DIALED ACTION AGENCY, LLC	Deposit for Bmx Bike show	\$ 500.00
240881	06/06/2019	DIALED ACTION AGENCY, LLC	Pay remaining balance of Bmx s	\$ 1,750.00
240882	06/06/2019	DIANA GOVUS	DEPOSIT PAYMENT FOR BUSHKILL FIELD TRIP	\$ 300.00
240883	06/06/2019	DONNA NOIA	BUSHKILL RETIREMENT PARTY SUPPLIES	\$ 332.37

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240884	06/06/2019	EASTON ARTS ACADEMY CHARTER SCHOOL	Inv # May 2019 EAAC	\$ 9,969.06
240885	06/06/2019	ECOLAB INC.	TO PAY FOR INVOICES FOR 2018-2	\$ 342.80
240886	06/06/2019	EHS FIELD TRIP REFUND	SCHOOL FIELD TRIP REFUND - LONGWOOD GARDENS	\$ 25.00
240887	06/06/2019	ELIZABETH BIBLER	CIVIL WAR DAY LUNCH FOR GUEST SPEAKERS	\$ 114.39
240888	06/06/2019	EMERGENCY SYSTEMS SERVICE COMPANY	mse service gen using remaining credit CM0221716	\$ 583.30
240889	06/06/2019	EASTERN PENN SUPPLY COMPANY	jtl tailpiece	\$ 10.88
240890	06/06/2019	EVERGREEN COMMUNITY CHARTER SCHOOL	Invoice # 20519 May 2019 ECCS	\$ 9,969.03
240891	06/06/2019	EXECUTIVE EDUCATION ACADEMY CHARTER SCHOOL	Inv # Apr 2019 EEAC	\$ 1,107.67
240892	06/06/2019	FASTENAL COMPANY	truck stock	\$ 3.50
240893	06/06/2019	FISHER & SON CO INC	FERTILIZER - HSS	\$ 1,327.00
240894	06/06/2019	FIVE STAR INTERNATIONAL LLC	OPEN ORDER FOR PARTS	\$ 945.64
240895	06/06/2019	FLINN SCIENTIFIC INC.	Chem Demo Day materials	\$ 153.10
240896	06/06/2019	FLOORINGINC.COM	BES Sensory Room Flooring	\$ 1,217.43
			ESE Sensory Room Flooring	\$ 1,142.28
			JMHILL Sensory Room Flooring	\$ 1,262.52
			RES Sensory Room Flooring	\$ 1,142.28
			SES Sensory Room Flooring	\$ 1,262.52
240897	06/06/2019	FOLLETT SCHOOL SOLUTIONS, INC.	library books	\$ 25.40
			library books and shelf ready	\$ 1,751.39
			library books open PO	\$ 975.98
			Open LIBRARY PO	\$ 216.38
			Open LIBRARY PO -	\$ 971.09
240898	06/06/2019	PENNSYLVANIA STATE UNIVERSITY	HS SOUTH MINI-THON DONATION	\$ 6,587.00
240899	06/06/2019	FRASER ADVANCED INFORMATION SYSTEMS	Sharp MX-SCX2 staple cartridge	\$ 49.00
240900	06/06/2019	FRONTIER	FRONTIER OPEN PURCHASE ORDER	\$ 154.29
240901	06/06/2019	FRONTLINE TECHNOLOGIES, INC.	INVUS102335 ABSENCE/TIME& ATTE	\$ 40,351.07
240902	06/06/2019	GRAINGER	jtl keys	\$ 25.50
240903	06/06/2019	HANSON AGGREGATES INC	Infield Mix - MSE	\$ 1,007.51
240904	06/06/2019	HERCULES ACHIEVEMENT INC.	2019 Diplomas	\$ 1,766.45
240905	06/06/2019	HILLMANN CONSULTING LLC	district indoor air quality te	\$ 8,450.00
240906	06/06/2019	HILLTOP SALES & SERVICE	OPEN ORDER FOR SUPPLIES & SERV	\$ 570.13
240907	06/06/2019	IDESIGN SOLUTIONS	robotics	\$ 1,515.65

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240908	06/06/2019	INSIGHT PA CYBER CHARTER SCHOOL	Invoice # 552343 May 2019 IPCC	\$ 35,623.47
240909	06/06/2019	J.W. PEPPER & SONS-ACCT.#36-136400	And Wherever You Go - SATB - D	\$ 220.49
			JW Pepper	\$ 156.99
240910	06/06/2019	JOAN HORGER	REIMBURSEMENT ACT 48- JOAN HOR	\$ 60.00
240911	06/06/2019	KASA'S FOODS DIST CO INC.	TO PAY PIZZA INVOICES FOR 2018	\$ 15,449.70
240912	06/06/2019	KEYCO DISTRIBUTORS INC.	to pay invoices for 2018-2019	\$ 493.83
240913	06/06/2019	KEYSTONE FIRE PROTECTION CO.	jim hill service alarm	\$ 448.00
240914	06/06/2019	LEHIGH LEARNING ACADEMY	Invoice # April 2019 6 Student	\$ 14,358.00
240915	06/06/2019	LEHIGH VALLEY CHARTER HIGH SCHOOL FOR	Invoice # May 2019 Lehigh Vall	\$ 5,538.37
240916	06/06/2019	LINCOLN LEADERSHIP CHARTER SCHOOL	Inv # Apr 2019 LLAC	\$ 21,223.72
			Invoice # May 2019 LLAC	\$ 21,223.72
240917	06/06/2019	LIS FIELD TRIP REFUND	SCHOOL FIELD TRIP REFUND	\$ 40.00
240918	06/06/2019	LIS FIELD TRIP REFUND	MEDIAVAL TIMES FIELD TRIP PARTIAL REFUND	\$ 25.00
240919	06/06/2019	LIS FIELD TRIP REFUND	MEDIAVAL TIMES FIELD TRIP PARTIAL REFUND	\$ 25.00
240920	06/06/2019	LIS FIELD TRIP REFUND	END OF YEAR FIELD TRIP REFUND	\$ 30.00
240921	06/06/2019	LIS FIELD TRIP REFUND	SCHOOL FIELD TRIP REFUND	\$ 65.00
240922	06/06/2019	LIS FIELD TRIP REFUND	MEDIAVAL TIMES FIELD TRIP PARTIAL REFUND	\$ 25.00
240923	06/06/2019	LIS FIELD TRIP REFUND	MEDIAVAL TIMES FIELD TRIP PARTIAL REFUND	\$ 25.00
240924	06/06/2019	LIS FIELD TRIP REFUND	END OF YEAR FIELD TRIP REFUND	\$ 30.00
240925	06/06/2019	LIS FIELD TRIP REFUND	MEDIAVAL TIMES FIELD TRIP PARTIAL REFUND	\$ 25.00
240926	06/06/2019	LIS FIELD TRIP REFUND	MEDIAVAL TIMES FIELD TRIP PARTIAL REFUND	\$ 25.00
240927	06/06/2019	LYMAN & ASH	Special Construction Counsel I	\$ 12,820.00
240928	06/06/2019	MARIA ROGERS	Expense claim # 1897. QUICK START SUPPLIES	\$ 26.47
240929	06/06/2019	MEIER SUPPLY CO., INC.	resica tank	\$ 145.97
			smithfield green sorb	\$ 81.56
			truck stock	\$ 260.53
240930	06/06/2019	MELINDA D LUHRS	MIDDLE SMITHFIELD CAN GOOD DRIVE WINNERS PIZZA PAR	\$ 30.00
240931	06/06/2019	MET-ED	ESE MAY ELECTRIC 100065663211	\$ 6,969.02
			JM HILL MAY ELECTRIC 100 105 710 071	\$ 5,377.95
			JTL MAY ELECTRIC 100 019 615 861	\$ 10,190.89
			TRAFFIC LIGHT MAY ELECTRIC 100 019 284 494	\$ 1.57
			TRAFFIC LIGHT MAY ELECTRIC 100 075 377 489	\$ 31.29

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240932	06/06/2019	MIGDALIA CINTRON	cyber student internet reimbur	\$ 30.00
240933	06/06/2019	MODERN GAS SALES, INC.	LEHMAN POOL PROPAIN	\$ 158.14
240934	06/06/2019	NEWARK CORPORATION	Electronics supplies	\$ 286.18
240935	06/06/2019	OFFICE TECHNOLOGY, LLC	label printer toner	\$ 550.00
240936	06/06/2019	PA DISTANCE LEARNING CHARTER SCHOOL	Invoice # 553512 PADL May 2019	\$ 16,113.89
240937	06/06/2019	PA TREATMENT & HEALING	Invoice # 0403157 PATH April R	\$ 14,448.00
240938	06/06/2019	PASBO	Invoice # 0403158 PATH April S	\$ 8,281.00
240939	06/06/2019	PATTI JO DOLPH	PASBO SCHOOL OPERATION ACADEMY	\$ 220.00
240940	06/06/2019	PENNSYLVANIA CYBER CHARTER SCHOOL	PURCHASED GIFTS FOR RETIREMENTS	\$ 101.22
240941	06/06/2019	PENNSYLVANIA LEADERSHIP CHARTER SCHOOL	Invoice # May 2019 PACC	\$ 87,037.55
240942	06/06/2019	PENNSYLVANIA VIRTUAL CHARTER SCHOOL	Inv#551329 May 2019 PALC	\$ 9,718.45
			Invoice # Apr 2019 PAVC	\$ 10,397.59
			Invoice # May 2019 PAVC	\$ 10,397.59
240943	06/06/2019	PEPSI-COLA	TO PAY INVOICES 2018-2019	\$ 2,806.55
240944	06/06/2019	PETTY CASH BUSHKILL ELEM	BUSHKILL SWPBS BEACH DAY PRIZES	\$ 8.48
240945	06/06/2019	POCONO MOUNTAIN DAIRIES	TO PAY 2018-2019 INVOICES	\$ 36,405.27
240946	06/06/2019	POCONO PROFOODS	CAV CORE CELEBRATION	\$ 870.88
240947	06/06/2019	POCONO PROFOODS	TO PAY INVOICE FOR 2018-2019 S	\$ 23,180.92
240948	06/06/2019	PROSSER LABORATORIES, INC.	March operations	\$ 5,319.00
240949	06/06/2019	RAPTOR TECHNOLOGIES, LLC	Raptor id badge mgmt system ac	\$ 890.00
240950	06/06/2019	REACH CYBER CHARTER SCHOOL	Inv # 547587 Apr 2019 RCCS	\$ 48,915.55
240951	06/06/2019	REGINA FARMS	OPEN ORDER FOR SUPPLIES	\$ 625.60
240952	06/06/2019	REINHART FOOD SERVICE	to pay invoices for 2018-2019	\$ 46,473.07
240953	06/06/2019	ROBERT PROTHRO	DJ FOR LEHMAN 8TH GRADE DANCE	\$ 300.00
240954	06/06/2019	ROCKLAND BAKERY	to pay invoices for 2018-2019	\$ 3,149.56
240955	06/06/2019	SCHNAITMAN'S FLOORING AMERICA	sme sensory room	\$ 48.00
240956	06/06/2019	SCHUYLKILL VALLEY SPORTING GOODS	SOUTH SOFTBALL 1/4 ZIP JACKETS	\$ 307.00
			SOUTH SOFTBALL REPLACEMENT JER	\$ 48.00
240957	06/06/2019	SHARP ENERGY	OPEN ORDER FOR PROPANE - NORTH	\$ 7,522.59
240958	06/06/2019	SHOP SPECIALTIES, INC.	Radial arm saw fix	\$ 285.00
240959	06/06/2019	SIMCO LOGISTICS, INC	TO PAY ICE CREAM INVOICES 2018	\$ 1,082.25
240960	06/06/2019	BJP, LLC	signs	\$ 664.00

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240961	06/06/2019	SPELLING BEE	SPELLING BEE SENIOR CHAMPIONSHIP WINNER	\$ 50.00
240962	06/06/2019	STEVE SHANNON TIRE & AUTO CENTER	Open Order for Tires	\$ 51.00
240963	06/06/2019	STEVE WEISS MUSIC	steve weiss percussion	\$ 92.90
240964	06/06/2019	STROUDSBURG ELECTRIC MOTOR SERVICE	sme insert	\$ 15.99
			smithfield pump	\$ 415.00
240965	06/06/2019	SUN LITHO-PRINT, INC.	Spring Band Concert Programs	\$ 395.00
240966	06/06/2019	SWEET, STEVENS, KATZ & WILLIAMS LLP	Prof Svc for Sp Ed student	\$ 78.00
			Prof Svc. for sp ed student	\$ 292.50
			SPECIAL ED Due process complaint	\$ 181.00
			SPECIAL ED Prof svc. through 4/30/19 for	\$ 312.00
			SPECIAL ED Professional Services for Apri	\$ 39.00
240967	06/06/2019	TALLEY PETROLEUM	OPEN ORDER FOR DIESEL - SOUTH	\$ 9,366.69
			TALLEY HEATING OIL	\$ 32,024.40
240968	06/06/2019	THE AMERICAN BOTTLING CO	to pay invoices for 2018-2019	\$ 1,224.25
240969	06/06/2019	THE SHAWNEE PLAYHOUSE	School House Rock for Spring i	\$ 500.00
240970	06/06/2019	THERESA DEHART	K-KIDS ASSEMBLY SUPPLIES	\$ 40.00
240971	06/06/2019	TRANE U.S. INC.	north service dampers	\$ 871.00
240972	06/06/2019	TWIN VALLEY SCHOOL DISTRICT	Invoice # A1225 Twin Valley	\$ 15,028.82
240973	06/06/2019	UNIVERSITY OF OREGON	DIBELS DDS STANDARD ASSESSMENT	\$ 2,922.00
240974	06/06/2019	US FOODS	open PO for online foods purch	\$ 299.84
240975	06/06/2019	VERIZON WIRELESS	EQUIPMENT CHARGE	\$ 29.99
			OPEN PURCHASE ORDER VERIZON-20	\$ 3,454.03
240976	06/06/2019	WEIS MARKET, INC.	OPEN PURCHASE ORDER ETEAM	\$ 23.08
			TRACK & FIELD TEAM BBQ	\$ 109.78
240977	06/06/2019	WELLS FARGO BANK NORTHWEST, N.A	INSIGHT INVESTMENT LEASE FOR 1	\$ 99,036.91
240978	06/06/2019	WEX BANK	DISTRICTS FLEET CARDS PURCHASES FOR MAY	\$ 4,321.40
240979	06/06/2019	WORLD WILDLIFE FUND, INC.	SMITHFIELD ELEM CASUAL FOR A CAUSE DONATION	\$ 333.75
240980	06/06/2019	ZESWITZ MUSIC COMPANY	Instrument Repairs	\$ 417.60
			Zeswitz Supplies	\$ 163.74
240981	06/07/2019	COLLEGE BOARD - AP EXAMS	AP Test Administration MAY 2019 post mark by 6/15	\$ 4,745.00
240982	06/07/2019	EAST STROUDSBURG CAFETERIA	#3 For Spring 18-19 Concession Stand	\$ 90.34
240983	06/07/2019	ESHS GIRLS BASKETBALL	Winter 2018-2019 pay-outs	\$ 1,317.10

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240984	06/07/2019	ESHS SWIMMING TEAM	Winter 2018-2019 pay-outs	\$ 1,053.68
240985	06/07/2019	ESHS WRESTLING	Winter 2018-2019 pay-outs	\$ 1,053.68
240986	06/07/2019	FREEDOM FOUNDATION AT VALLEY FORGE	Final Balance -trip Freedom Foundation Val Forge	\$ 1,350.00
240987	06/13/2019	ALL AMERICAN SPORTS CORP.	NORTH FOOTBALL REPLACEMENTS FO	\$ 6,070.73
240988	06/13/2019	ANN M DUFFY	NHS LOGO EMBROIDERY	\$ 60.00
240989	06/13/2019	BUS PARTS WAREHOUSE	Hinge Plate Base	\$ 37.85
240990	06/13/2019	BUSHKILL ELEMENTARY PTO	book fair gifted families	\$ 297.00
240991	06/13/2019	UGI CENTRAL	ESE MAY 2019 NATURAL GAS LINE CHARGE	\$ 696.51
			HS SOUTH MAY 2019 NATURAL GAS LINE CHARGE	\$ 2,397.54
240992	06/13/2019	UGI CENTRAL	JTL MAY 2019 NATURAL GAS LINE CHARGE	\$ 1,224.41
			JM HILL JUNE 2019 NATURAL GAS CHARGE	\$ (1,710.67)
240993	06/13/2019	CHAPTER 13 TRUSTEE	JM HILL MAY 2019 NATURAL GAS CHARGE	\$ 3,029.47
240994	06/13/2019	CHILDREN'S ADVOCACY CENTER OF MONROE COUNTY	Payroll Run 1 - Warrant 190613	\$ 245.00
240995	06/13/2019	CLASSROOM DIRECT/SCHOOL SPECIALTY INC.	ESE ELEM. CASUAL FOR A CAUSE DONATION	\$ 91.75
			53545642-7789973620 SCHOOL SUPPLIES	\$ 303.60
			53563480-77990012461 SCHOOL SUPPLIES	\$ 1,355.70
			53612661-7790064254 SCHOOL SUPPLIES	\$ 50.41
			53625232-7790075933 SCHOOL SUPPLIES	\$ 3,307.18
			53651780-7790114496 SCHOOL SUPPLIES	\$ 78.85
			53665865-7790015458 SCHOOL SUPPLIES	\$ 326.86
			53678069-7790149812 SCHOOL SUPPLIES	\$ 453.74
			53678076-770145253 SCHOOL SUPPLIES	\$ 1,372.87
			53713343-7790199915 SCHOOL SUPPLIES	\$ 57.77
			53718696-7790210436 SCHOOL SUPPLIES	\$ 69.44
			53720713-7790212213 SCHOOL SUPPLIES	\$ 295.70
			53739849 SCHOOL SUPPLIES	\$ 129.00
			53741216-7790257492 SCHOOL SUPPLIES	\$ 60.63
			53742390-7790259767 SCHOOL SUPPLIES	\$ 49.31
			53752315-7730274936 SCHOOL SUPPLIES	\$ 51.08
			53753739-7790276547 SCHOOL SUPPLIES	\$ 54.21
			SCHOOL SUPPLIES 53673460-7790015458	\$ 12.80
			SCHOOL SUPPLIES 80675015-7790015458	\$ (28.75)

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240996	06/13/2019	CM REGENT RESOURCES	JUNE 2019 LIFE INSURANCE	\$ 11,732.16
240997	06/13/2019	COLONIAL INTERMEDIATE UNIT 20	PSYCHIATRIC EVALUATIONS 17/18 FINAL BALANACE	\$ 278.65
240998	06/13/2019	COMMONWEALTH OF PA	STORAGE TANK REGISTRATION - South Bus garage	\$ 50.00
240999	06/13/2019	CXTEX, INC	CISCO ANALOG GATEWAY 24 PORT Balance PO190004240	\$ 595.00
241000	06/13/2019	DAILEY RESOURCES	OPEN ORDER FOR WELDING GAS	\$ 271.59
241001	06/13/2019	DANIELLE H MATISKO	SWPBS CARNIVAL SUPPLIES	\$ 506.85
241002	06/13/2019	DINN BROTHERS	Trophies for end of year Assem	\$ 144.05
			Trophies for end of year award	\$ 298.40
241003	06/13/2019	DIRECT ENERGY BUSINESS	ESE MAY 2019 NATURAL GAS CHARGE	\$ 594.31
			HS SOUTH MAY 2019 NATURAL GAS CHARGE	\$ 2,794.53
			JTL MAY 2019 NATURAL GAS CHARGE	\$ 1,297.76
241004	06/13/2019	DONNA NOIA	COFFEE , CUPS & PLATES (bBREAKFAST)	\$ 20.70
241005	06/13/2019	E.S.E.A.	Payroll Run 1 - Warrant 190613	\$ 318.92
241006	06/13/2019	EAST STROUDSBURG	Payroll Run 1 - Warrant 190613	\$ 7,416.64
241007	06/13/2019	EAST STROUDSBURG UNIVERSITY	NORTH ESU S&C GRAD ASSISTANT	\$ 5,608.58
			SOUTH ESU S&C COACH	\$ 5,608.58
241008	06/13/2019	EASTBAY INC.	SOUTH ATHLETICS DXI QUALIFIER	\$ 149.00
241009	06/13/2019	ED FOUNDATION OF ES/GENERAL FUND	Payroll Run 1 - Warrant 190613	\$ 28.00
241010	06/13/2019	ELIZABETH C. ROSA	Bassoon Instruction	\$ 200.00
241011	06/13/2019	ESHN WRESTLING	WINTER 2018/2019 PAY-OUT	\$ 103.03
241012	06/13/2019	ESS NORTHEAST LLC	Billing Weekending 5/31/2019	\$ 21,704.07
241013	06/13/2019	FLAGHOUSE	PE/Health	\$ 266.75
241014	06/13/2019	FOUR DIAMONDS FUND	JTL MINI-THON DONATION	\$ 274.70
241015	06/13/2019	PENNSYLVANIA STATE UNIVERSITY	FOUR DIAMONDS MINI-THON	\$ 2,700.00
241016	06/13/2019	FRONTIER	FRONTIER PHONE LINES	\$ 369.69
241017	06/13/2019	GLOBAL INDUSTRIAL EQUIPMENT	Safety Traffic Cone Cart	\$ 379.82
241018	06/13/2019	GROTH MUSIC COMPANY	Vocal Dept DVD's	\$ 93.88
241019	06/13/2019	HAB-DLT	Payroll Run 1 - Warrant 190613	\$ 2,573.34
241020	06/13/2019	HOME DEPOT CREDIT SERVICES	MAINTENANCE WORK ORDER SUPPLIES	\$ 1,189.16
			Percussion Cart / Table	\$ 773.00
241021	06/13/2019	HOUSE OF RIBBONS	honor roll ribbons	\$ 82.00
241022	06/13/2019	JOEL CRESPO	TRANSPORTATION PARENT DRIVER	\$ 32.48

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241022	06/13/2019	JOEL CRESPO	TRANSPORTATION PARENT DRIVER 05/09-05/20	\$ 422.24
			TRANSPORTATION PARENT DRIVER 05/20-05/28	\$ 422.24
			TRANSPORTATION PARENT DRIVER 05/29-06/07	\$ 422.24
241023	06/13/2019	KITTY JONES	Assembly's	\$ 1,350.00
241024	06/13/2019	KRAMER SHEDS	JTL SHED FOR FOOTBALL EQUIPMEN	\$ 5,400.00
241025	06/13/2019	LINCOLN INTERMEDIATE UNIT NO. 12	Title III LAS Links Assessment	\$ 3,638.00
241026	06/13/2019	WASHINGTON HOLDING GROUP	8TH GRADE END OF YEAR PIZZA PARTY	\$ 325.00
241027	06/13/2019	LJC DISTRIBUTORS OF FULLER BRUSH	sme ljc-REPLACES 20190386	\$ 295.00
241028	06/13/2019	LUNCH ACCT REFUND	KATHLEEN CASE REFUND 130845 FISHCER BANK	\$ 48.05
241029	06/13/2019	LYNN DALLING-FRANCIS	BAGELS FOR BREAKFAST	\$ 24.00
241030	06/13/2019	WILLIAM F. PETERSON	STEAMER	\$ 400.00
241031	06/13/2019	MANWALAMINK WATER COMPANY	SMITHFIELD ELEM. MAY WATER & SEWER CHARGE	\$ 748.68
241032	06/13/2019	MONROE COUNTY CONSERVATION DISTRICT	STEAMER	\$ 150.00
241033	06/13/2019	RUSSELL REID WASTE HAULING & DISPOSAL	PORT-A-POTTY DELIVERY FEE	\$ 125.24
241034	06/13/2019	MTI ENTERPRISES, INC.	MUSIC THEATER SHOW LICENSE AND SHOW KIT	\$ 685.00
241035	06/13/2019	NATIONAL PARK FOUNDATION	HS SOUTH CASUAL FOR A CAUSE DONATION	\$ 514.00
241036	06/13/2019	NORTH AMERICAN RESCUE LLC 27-1024029	Bleeding Control Kits	\$ 1,978.12
241037	06/13/2019	NYSCSPC (NEW YORK STATE CHILD SUPPORT	Payroll Run 1 - Warrant 190613	\$ 129.00
241038	06/13/2019	OFFICE DEPOT	CURRICULUM OFFICE SUPPIES	\$ 91.86
241039	06/13/2019	OVERDRIVE, INC.	HS-S OverDrive eBook Order	\$ 2,021.32
241040	06/13/2019	PENNSYLVANIA DEPARTMENT OF REVENUE	Payroll Run 1 - Warrant 190613	\$ 127.84
241041	06/13/2019	PENNSYLVANIA HIGHER EDUCATION AGENCY	Payroll Run 1 - Warrant 190613	\$ 772.33
241042	06/13/2019	PHILIP ROSENAU CO., INC.	mse rosenau-replaces 20190372	\$ 210.30
241043	06/13/2019	PP&L	HS SOUTH TRAFFIC LIGHT 6784129000	\$ 27.65
			HS SOUTH TRAFFIC LIGHT 92422-54001	\$ 27.86
			HS SOUTH TRAFFIC LIGHT 95041-29005	\$ 27.79
			HS SOUTH TRAFFIC LIGHT 98641-29009	\$ 26.92
241044	06/13/2019	PROSSER LABORATORIES, INC.	hss prosser po-replaces 201903	\$ 120.00
			leh prosser po-replaces 201902	\$ 120.00
241045	06/13/2019	PSEERS	2017-2018 Altmore, Dale	\$ 42.34
			2017-2018 Barnes, Joyc	\$ 292.49
			2017-2018 Biddulph, George	\$ 62.23

East Stroudsburg Area School District

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Check Number	Date	Vendor Name	Invoice Description	Check Amount
241045	06/13/2019	PSERS	2017-2018 Cassidy, Tina	\$ 135.24
			2017-2018 Cassieri, Donna	\$ 298.47
			2017-2018 Cestone, Victor	\$ 93.98
			2017-2018 Cole, Marie	\$ 172.37
			2017-2018 Dalfol, Nilo	\$ 93.51
			2017-2018 Durco, Jay	\$ 187.02
			2017-2018 Dymond, Larry	\$ 60.99
			2017-2018 Dymond, Patricia	\$ 75.31
			2017-2018 Gabriel, Sheila	\$ 88.65
			2017-2018 Gaggero, Janet	\$ 188.37
			2017-2018 Ginlack, Willie	\$ 312.60
			2017-2018 Henry, Judy	\$ 176.07
			2017-2018 Lang, Marta	\$ 13.64
			2017-2018 Mallalieu, Diane	\$ 78.30
			2017-2018 Miller, Linda	\$ 28.03
			2017-2018 Miller, Steven	\$ 167.04
			2017-2018 Prendergast, Frances	\$ 191.80
			2017-2018 Rosenberger, Janice	\$ 205.07
241046	06/13/2019	QUILL CORPORATION	SOUTH ATHLETICS DRY ERASE BOAR	\$ 47.26
241047	06/13/2019	SARGENT WELCH	19000597/replaced 19000379 balance due	\$ 76.51
241048	06/13/2019	SCHUYLKILL VALLEY SPORTING GOODS	NORTH ATHLETICS 1/4 ZIP	\$ 49.50
			NORTH TRACK & FIELD POLE VAULT	\$ 14,835.00
			SOUTH FOOTBALL REPLACEMENT OF	\$ 1,465.10
			SOUTH SOFTBALL 1/4 ZIP JACKETS	\$ 63.00
241049	06/13/2019	SWEETWATER SOUND, INC.	headsets and interface boxes	\$ 3,335.91
			Receiver to replace old one in	\$ 310.22
241050	06/13/2019	TERRENCE R BOMAR	STUDENT AWARDS FOR YEAR END	\$ 57.90
241051	06/13/2019	THE MALALA FUND	HS SOUTH FUNDRAISING DONATION	\$ 135.50
241052	06/13/2019	THREAT ASSESSMENT & TACTICAL SOLUTIONS GROUP,LLC	Active Shooter Training Contra	\$ 2,500.00
241053	06/13/2019	TRANE U.S. INC.	hss service chiller-balance for invoice#39854474	\$ 2,617.00
241054	06/13/2019	U.S. DEPARTMENT OF EDUCATION	Payroll Run 1 - Warrant 190613	\$ 267.49
241055	06/13/2019	UNITED WAY OF MONROE COUNTY	Payroll Run 1 - Warrant 190613	\$ 32.00

East Stroudsburg Area School District

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Check Number	Date	Vendor Name	Invoice Description	Check Amount
241056	06/13/2019	WARD'S SCIENCE	FETAL PIGSP.O.#190004293(was duplicated 19002236)	\$ 374.00
241057	06/13/2019	ZESWITZ MUSIC COMPANY	Item # 470154-116 Cat medium,	\$ 949.90
241058	06/14/2019	AMERICAN CAPITAL FINANCIAL SERVICES	Trumpet - Clean and Flushes	\$ 72.00
Grand Total			AMERICAN CAPITAL LEASE 2019	\$ 349.00
				\$ 1,149,414.87

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East Stroudsburg Area School District

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Check Number	Date	Vendor Name	Invoice Description	Check Amount
241059	06/20/2019	ALAN KUNSMAN ROOFING & SIDING INC	mse roof repairs	\$ 995.61
241060	06/20/2019	ALISA DALE KEIPER	Expense claim # 2746. ESL Workshop/colonial	\$ 32.48
241061	06/20/2019	ALL AMERICAN SPORTS CORP.	FOOTBALL X-LARGE HELMET	\$ 323.95
241062	06/20/2019	ANDREA FRITZ	LEHMAN FOOTBALL REPLACEMENT FO	\$ 1,716.40
			Expense claim # 2823. FEBRAURY 2019 MILEAGE	\$ 1.68
			Expense claim # 2824. MARCH 2019 MILEAGE	\$ 11.31
			Expense claim # 2825. APRIL 2019 MILEAGE	\$ 28.94
241063	06/20/2019	ANGELA M BYRNE	Expense claim # 2747. APRIL & MAY 2019 MILEAGE	\$ 32.71
241064	06/20/2019	ANNAMARIE BAUER	Expense claim # 2820. CRDC SETUP MEETING	\$ 21.11
			Expense claim # 2821. EPAITDM MEETING	\$ 118.67
			Expense claim # 2822. IU20 FOSTER/BID MEETING	\$ 29.93
241065	06/20/2019	ANTHONY J CALDERONE	Expense claim # 2748. MAY 2019 MILEAGE	\$ 139.43
241066	06/20/2019	APPLE INC.	CYBER TEACHERS/ADDITIONAL MACB	\$ 7,890.00
241067	06/20/2019	ARMAND M MARTINELLI	MILEAGE TO DISTRICT SOFTBALL GAME	\$ 54.75
241068	06/20/2019	ASPEN PEST SERVICES, LLC	aspen mse-PEST CONTRAL	\$ 66.90
			bes aspen po-PEST CONTRAL	\$ 61.00
			bes aspen po-PEST CONTRAL EXTRA SERVICE	\$ 25.00
			ese aspen PEST CONTRAL	\$ 50.75
			hsn aspen po-PEST CONTRAL	\$ 71.85
			hss aspen PEST CONTRAL	\$ 92.85
			hss aspen PEST CONTRAL EXTRA SERVICE	\$ 25.00
			jm aspen PEST CONTRAL	\$ 40.25
			jm aspen po-PEST CONTRAL	\$ 30.25
			jtl aspen PEST CONTRAL	\$ 54.40
			leh aspen po-PEST CONTRAL	\$ 62.25
			res aspen- PEST CONTRAL EXTRA SERVICE	\$ 44.05
			sme aspen-PEST CONTRAL	\$ 41.85
			sme aspen-PEST CONTRAL EXTRA SERVICE	\$ 31.35
241069	06/20/2019	BANKS' VACUUM SALES AND SERVICE	ese banks po-REPLACES 20190358	\$ 319.39
			hss banks po-REPLACES 20190315	\$ 1,279.05
241070	06/20/2019	BARBARA PREVOST	2018-2019 CONTRACT DIVER	\$ 8,061.30

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East Stroudsburg Area School District Date Range 6/15/19 through 6/20/19

Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
241071	06/20/2019	BARBARA RESCIGNO	Expense claim # 2749. MAY 2019 MILEAGE	\$ 50.58
241072	06/20/2019	BETH-ANN MILLER	Expense claim # 2750. GRADE LEVEL MEETING @ RESICA	\$ 8.35
241073	06/20/2019	BEVERLY MCMAHON	YEARBOOK SIGNING ICE CREAM PARTY	\$ 88.95
241074	06/20/2019	BLOOM BY MELANIE	FLOWERES FOR CONCESSION - SPING MUSICAL	\$ 60.00
241075	06/20/2019	BRETT J BEALER	FIELD DAY SUPPLIES	\$ 139.26
241076	06/20/2019	BRITE CLEANERS	Uniform Dry Cleaning	\$ 801.60
241077	06/20/2019	CAMFEL PRODUCTIONS	It's My Life Student Development program	\$ 895.00
241078	06/20/2019	CAMILLE T BIGIO	SWPBIS GIFTS FOR TEAM MEMBERS	\$ 30.00
241079	06/20/2019	CARA RIDNER	Expense claim # 2760. GRADE LEVEL MEETING @ RESICA	\$ 8.35
241080	06/20/2019	CARLEEN FINK	2018-2019 CONTRACT DIVER	\$ 4,453.22
241081	06/20/2019	CAROLINE AGOSTO	Expense claim # 2751. MAY 2019 MILEAGE	\$ 132.88
241082	06/20/2019	CAROLINE DOHRMAN	TRANSPORTATION PARENT DRIVER 05/13 - 05/22	\$ 708.76
			TRANSPORTATION PARENT DRIVER 05/22 - 0531	\$ 708.76
			TRANSPORTATION PARENT DRIVER 06/03 - 06/07	\$ 545.20
241083	06/20/2019	CATHERINE TYNEMOUTH	RETIREMENT PARTY SUPPLIES	\$ 33.00
241084	06/20/2019	UGI CENTRAL	HS SOUTH MAINTENANCE BLDG GAS LINE CHARGE	\$ 44.55
			HS SOUTH STADIUM BLDG GAS LINE CHARGE	\$ 104.33
241085	06/20/2019	UGI CENTRAL	HS SOUTH MAINTENANCE NATURAL GAS CHARGE	\$ 118.48
			HS SOUTH STADIUM NATURAL GAS CHARGE	\$ 140.18
241086	06/20/2019	CFAC	DISTRICT WIDE CASUAL FOR A CAUSE DONATION	\$ 2,485.55
241087	06/20/2019	CHARLES W DAILEY	Expense claim # 2753. MAY 2019 MILEAGE	\$ 544.04
			Expense claim # 2754. PIAA FINE MISSED MEETING	\$ 100.00
241088	06/20/2019	CHERYL KUTZMAN	2018-2019 CONTRACT DIVER	\$ 4,531.20
241089	06/20/2019	CHRISTINE DAVIS	2018-2019 CONTRACT DIVER	\$ 5,122.74
241090	06/20/2019	CHRISTOPHER A ROSSI	Expense claim # 2752. PATS CONF AT GETTYSBURG	\$ 570.83
241091	06/20/2019	CLASSROOM DIRECT/SCHOOL SPECIALTY INC.	53205764-7789446813 CLASSROOM SUPPLIES	\$ 17.48
			53388950-7789767916 CLASSROOM SUPPLIES	\$ 1,265.87
			53394724-7789815213 CLASSROOM SUPPLIES	\$ 2,491.20
			53469248-7789904111 CLASSROOM SUPPLIES	\$ 1,344.48
			53480488-7789918299 CLASSROOM SUPPLIES	\$ 175.92
			53483745-7789922327 CLASSROOM SUPPLIES	\$ 1,926.96

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East Stroudsburg Area School District

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Check Number	Date	Vendor Name	Invoice Description	Check Amount
241091	06/20/2019	CLASSROOM DIRECT/SCHOOL SPECIALTY INC.	53530298-7789971632 CLASSROOM SUPPLIES	\$ 789.02
			53530300-7789972133 CLASSROOM SUPPLIES	\$ 69.14
			53545641-7789974878 CLASSROOM SUPPLIES	\$ 57.91
			53555651-7789959028 CLASSROOM SUPPLIES	\$ 122.69
			53555652-7789820245 CLASSROOM SUPPLIES	\$ 104.42
			53571247-7790017236 CLASSROOM SUPPLIES	\$ 285.12
			53571256-7790018788 CLASSROOM SUPPLIES	\$ 201.95
			53571779-7790018160 CLASSROOM SUPPLIES	\$ 167.37
			53613070-7790056169 CLASSROOM SUPPLIES	\$ 172.80
			53625231-790084046 CLASSROOM SUPPLIES	\$ 2,278.38
			53625253-7790064239 CLASSROOM SUPPLIES	\$ 67.78
			53632016-7790088421 CLASSROOM SUPPLIES	\$ 1,494.99
			53694602-7790174529 CLASSROOM SUPPLIES	\$ 772.12
			53713324-7790193484 CLASSROOM SUPPLIES	\$ 744.58
			53752319-7790019782 CLASSROOM SUPPLIES	\$ 75.49
			53789412-7789899626 CLASSROOM SUPPLIES	\$ 56.41
			53789417-7790325650 CLASSROOM SUPPLIES	\$ 55.35
			53799852-7790359659 CLASSROOM SUPPLIES	\$ 204.23
241092	06/20/2019	CLAUDE S. CYPHERS, INC.	Open Order for Parts & Supplie	\$ 55.90
241093	06/20/2019	COLONIAL INTERMEDIATE UNIT 20	OPERATING COST FOR APRIL	\$ 6,929.78
			TRANSPERFECT	\$ 14.12
241094	06/20/2019	COLT PLUMBING SPECIALTIES	north flexer	\$ 460.21
241095	06/20/2019	CONCORDE, INC.	CONTRACT FOR DOT TESTING OF CD	\$ 52.22
241096	06/20/2019	D'HUY ENGINEERING, INC.	dhuy retainer 4/27/19-5/31/19	\$ 2,000.00
241097	06/20/2019	DANIA BUEIVAS-LARRIER	TRANSPORTAION PARENT DRIVER 05/14 - 05/21	\$ 142.33
			TRANSPORTATION PARENT DRIVER 05/22 - 05/28	\$ 159.61
			TRANSPORTATION PARENT DRIVER 05/29 - 05/31	\$ 119.71
			TRANSPORTATION PARENT DRIVER 06/03 - 06-06	\$ 159.61
			TRANSPORTATION PARENT DRIVER 06/07 - 06/12	\$ 159.61
			TRANSPORTATION PARENT DRIVER 06/13 - 06/18	\$ 159.61
241098	06/20/2019	DAWN M CARMECI	Expense claim # 2755. DQE CONFERENCE @ THE IU20	\$ 32.13

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East Stroudsburg Area School District

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Check Number	Date	Vendor Name	Invoice Description	Check Amount
241099	06/20/2019	DAY WIRELESS SYSTEMS	school bus radios and accessor	\$ 9,223.60
241100	06/20/2019	DEBORAH HOLMES	2018-2019 CONTRACT DIVER	\$ 7,652.32
241101	06/20/2019	DEBRA A PADAVANO	Expense claim # 2756. SIGNAGE FOR BUSHKILL ROCKS	\$ 29.35
241102	06/20/2019	DEBRA A PADAVANO	SWPBS STUDENT AWARDS FOR PICNIC DAY	\$ 75.60
241103	06/20/2019	DENISE A FLYNN	Expense claim # 2757. APRIL & MAY 2019 MILEAGE	\$ 172.32
241104	06/20/2019	DENISE S ROGERS	Expense claim # 2758. MAY 2019 MILEAGE	\$ 383.38
241105	06/20/2019	DESTINY MORETTO	Expense claim # 2743. SPRIN 2019 WAL 8082 LRN EXP	\$ 1,032.00
241106	06/20/2019	DEZIREE SEEMAN	Expense claim # 2761. PA PBS IMPLEMENTERS CONF	\$ 436.09
			SCHOOL WIDE BEHAVIOR AWARDS	\$ 24.43
241107	06/20/2019	DIANA ALLISON	Expense claim # 2762. MAY 2019 MILEAGE	\$ 180.55
241108	06/20/2019	DIANA GOVUS	Expense claim # 2764. PAPBS IMPLEMENTERS CONF	\$ 229.28
241109	06/20/2019	DIANE KRUPSKI	2018-2019 CONTRACT DIVER	\$ 6,693.44
241110	06/20/2019	DM SUPPLY SOURCE, LLC	drain pan hsn	\$ 1,128.25
			mse plastic plug	\$ 61.65
241111	06/20/2019	DOUBLE M PRODUCTIONS	new uniform shirts ORDERED for	\$ 4,710.00
241112	06/20/2019	DENISE FIGUEROA	Door sign for name change: Mr	\$ 12.00
241113	06/20/2019	DR JOHN BART D.O.	mileage to/from games 06/01-06/08	\$ 278.40
241114	06/20/2019	DR JOHN BART D.O.	Dr. Bart contract	\$ 13,918.75
241115	06/20/2019	EILEEN MAYO	Expense claim # 2767. SUMMER FEEDING MEETING MILEA	\$ 21.11
241116	06/20/2019	EMILY NIEMAN	Expense claim # 2768. MAY 2019 MILEAGE	\$ 58.00
241117	06/20/2019	ENGLE HAMBRIGHT & DAVIES, INC.	DIANE KELLY / TREASURER INV 11	\$ 250.00
241118	06/20/2019	EPLUS TECHNOLOGY	36 ft HS Active USB 2.0 A-B CBL-P.O.19003163	\$ 42.00
241119	06/20/2019	EASTERN PENN SUPPLY COMPANY	hss solenoid	\$ 204.63
241120	06/20/2019	ERIN DREISBACH	Expense claim # 2765. MAY 2019 MILEAGE	\$ 169.94
			Expense claim # 2766. SUPPLIES FOR COMMUNITY NIGHT	\$ 5.79
241121	06/20/2019	ESS NORTHEAST LLC	Billing Week Ending 6/15/19	\$ 26,034.52
			Billing Week Ending 6/8/2019	\$ 25,138.33
241122	06/20/2019	EUREKA STONE QUARRY, INC.	QPR COLD PATCH	\$ 223.10
241123	06/20/2019	FABIOLA SOUFFRANT	Expense claim # 2769. MODULE 4 IU20 CONF MILEAGE	\$ 35.15
241124	06/20/2019	FASTENAL COMPANY	Open Order for Parts & Supplie	\$ 236.70
			truck stock	\$ 3.50

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241125	06/20/2019	FISHER & SON CO INC	FERTILIZER - HSS	\$ 2,540.00
241126	06/20/2019	FIVE STAR INTERNATIONAL LLC	Open order for parts	\$ 1,433.46
241127	06/20/2019	FLAGHOUSE	PE/Health	\$ 109.78
241128	06/20/2019	FRANK C. DISALVO	BREAK BAR, SOCKETS	\$ 232.15
241129	06/20/2019	FRASER ADVANCED INFORMATION SYSTEMS	copiers	\$ 215.60
241130	06/20/2019	WILLIAM C TREIBLE	Staples for G9538 Serial#65000043 MXM1055 Library	\$ 539.00
241131	06/20/2019	GARY MACMAHON	maintenance van lettering	\$ 100.00
241132	06/20/2019	GENERAL SUPPLY COMPANY	Expense claim # 2770. MAY 2019 MILEAGE	\$ 89.09
241133	06/20/2019	GEORGE CARAMELLA	keyblanks	\$ 235.00
241134	06/20/2019	GINA D. LABADIE	2018-2019 CONTRACT DIVER	\$ 6,458.14
241135	06/20/2019	GISELA PIEDRA	2018-2019 CONTRACT DIVER	\$ 6,191.05
			BAKE SALE SUPPLIES	\$ 29.44
			CANDY SALE SUPPLIES	\$ 53.98
			END OF YEAR PIZZA PARTY	\$ 52.75
			SHARE THE KEY PRESENTATION SUPPLIES/DINNER	\$ 104.20
241136	06/20/2019	GLADYS N WALKER	2018-2019 CONTRACT DIVER	\$ 1,352.82
241137	06/20/2019	GOVERNMENT SOFTWARE SERVICES	GSS INV 10043	\$ 619.59
241138	06/20/2019	GRAINGER	hss valve	\$ 254.00
			north mounting base	\$ 552.90
241139	06/20/2019	GREGORY A MILFORD JR	Expense claim # 2771. NASR MEMBERSHIP FEE	\$ 40.00
241140	06/20/2019	HEATHER A PIPERATO	Expense claim # 2772. MAY 2019 MILEAGE	\$ 100.69
241141	06/20/2019	HERCULES ACHIEVEMENT INC.	2019 Diploma Covers	\$ 2,779.52
			2019 NHS Tassels	\$ 340.20
			Honors 2019 Dept pins	\$ 43.25
			Val/Sal awards	\$ 45.90
241142	06/20/2019	HOLLIE FALZONE	STUDENT FIELD DAY SUPPLIES	\$ 9.87
241143	06/20/2019	INSERVCO INSURANCE SERVICES, INC.	INSERVCO CLAIM FEE/BILL REPRIC	\$ 1,872.12
241144	06/20/2019	INTERSTATE CHEMICAL CO.	smithfield intercool	\$ 1,000.50
241145	06/20/2019	IONIE SINCLAIR	2018-2019 CONTRACT DIVER	\$ 3,855.14
241146	06/20/2019	J.W.PEPPER & SONS-ACCT.#36-136400	Summer Music Supplies	\$ 320.94
241147	06/20/2019	JACQUELINE TOSH	Expense claim # 2779. GRADE LEVEL MEETING @ RESICA	\$ 8.35

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Check Number	Date	Vendor Name	Invoice Description	Check Amount
241148	06/20/2019	JAMES ARNONE	Expense claim # 2777. MAY 2019 MILEAGE	\$ 31.67
241149	06/20/2019	JANA S. KINTZ	Expense claim # 2778. GRADE LEVEL MEETING @ RESICA	\$ 8.35
241150	06/20/2019	JASMINE C SANDY	Expense claim # 2773. ACT 80 CONF AT THE IU	\$ 33.99
241151	06/20/2019	JENNIFER J AGOLINO	Expense claim # 2774. GRADE LEVEL MEETING @ RESICA	\$ 22.79
241152	06/20/2019	JENNIFER L MARMO	FIELD DAY CONCESSION	\$ 106.91
241153	06/20/2019	JENNY GALUNIC	2018-2019 CONTRACT DIVER	\$ 4,965.84
241154	06/20/2019	JOANNE PETERS	Expense claim # 2818. GRADE LEVEL MEETING @ RESICA	\$ 24.55
241155	06/20/2019	JOEL D LOWRIS	Expense claim # 2775. district boys tennis meeting	\$ 59.62
241156	06/20/2019	JOSEPH FUCHS	2018-2019 CONTRACT DIVER	\$ 10,167.56
241157	06/20/2019	JOSEPH P MARTIN	Expense claim # 2776. may 2019 mileage	\$ 121.74
241158	06/20/2019	JULIANNE NEWMAN	Expense claim # 2780. NCC-MONROE TRAINING MILEAGE	\$ 15.54
241159	06/20/2019	KAREN GREEN	Expense claim # 2817. NCC MONROE TRAINING	\$ 15.54
241160	06/20/2019	KAREN L BUIS	Expense claim # 2781. MAY & JUNE 2019 MILEAGE	\$ 36.71
241161	06/20/2019	KARLA J LABAR	2018-2019 CONTRACT DIVER	\$ 7,669.34
241162	06/20/2019	KATHARINE HOLMES	2018-2019 CONTRACT DIVER	\$ 4,031.23
241163	06/20/2019	KATYE N CLOGG	Expense claim # 2782. ALL STATE & NAFME CONFERENCE	\$ 791.62
241164	06/20/2019	KEVIN SIMONDS	Expense claim # 2816. GRADE LEVEL MEETING @ RESICA	\$ 8.35
241165	06/20/2019	KMC MUSIC, A DIVISION OF JAM INDUSTRIES USA, LLC	SPL-KIT Includes Headphone/M	\$ 510.00
241166	06/20/2019	LAW SOUND & LIGHTING INC	2019 graduation MJ Law	\$ 4,500.00
241167	06/20/2019	LEHIGH UNIVERSITY	Sp Ed Law Symposium @ Lehigh U	\$ 1,015.00
241168	06/20/2019	LISA A TIRJAN	Expense claim # 2784. PROJECT LEAD REGISTRATION	\$ 1,200.00
241169	06/20/2019	LISA GERST	2018-2019 CONTRACT DIVER	\$ 6,156.02
241170	06/20/2019	LISA KEYES	Expense claim # 2783. GRADE LEVEL MEETING @ RESICA	\$ 8.35
241171	06/20/2019	LJC DISTRIBUTORS OF FULLER BRUSH	mse ljc-REPLACE 20190373	\$ 440.50
241172	06/20/2019	LOIS CASELLA	Expense claim # 2814. GRADE LEVEL MEETING @ RESICA	\$ 8.35
241173	06/20/2019	LORI FLANAGAN	COSTUMS, PROPS AND SUPPLIES FOR SPRING MUSICAL	\$ 803.02
241174	06/20/2019	LOUIS CARBAJAL	Expense claim # 2815. MARCH-APRIL & MAY MILEAGE	\$ 146.16
241175	06/20/2019	LUNCH ACCT REFUND	IRENE LIVINGSTON FOR REFUND TO 133992	\$ 54.75
241176	06/20/2019	LUNCH ACCT REFUND	KAY RENA HOLMAN LEONE TO #137080	\$ 14.50
241177	06/20/2019	LUNCH ACCT REFUND	KRISTILYN KING REFUND TO 120925	\$ 29.80
241178	06/20/2019	LUNCH ACCT REFUND	VANESSA FUNK REFUND TO 203789	\$ 12.75

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Check Number	Date	Vendor Name	Invoice Description	Check Amount
241179	06/20/2019	LUNCH ACCT REFUND	ZOILA FAZIO REFUND TO 202587	\$ 9.10
241180	06/20/2019	LYNN DALLING-FRANCIS	Expense claim # 2785. SWPBS BEACH DAY SUPPLIES	\$ 69.96
241181	06/20/2019	MANVEL PAGE	Expense claim # 2786. MARCH-APRIL & MAY MILEAGE	\$ 55.10
241182	06/20/2019	MARGARET WAGNER	Expense claim # 2787. MULTICULTURAL EVENT SUPPLIES	\$ 67.00
241183	06/20/2019	MARIA FRASCELLA	2018-2019 CONTRACT DIVER	\$ 5,777.72
241184	06/20/2019	MARIJO FISHER	Expense claim # 2788. IU20 SWPIS TRAINING	\$ 41.79
241185	06/20/2019	MARY CAPULISH	Expense claim # 2794. GRADE LEVEL MEETING @ RESICA	\$ 8.35
241186	06/20/2019	MARY L BURKE	Expense claim # 2789. APRIL 2019 MILEAGE	\$ 255.32
			Expense claim # 2790. MAY 2019 MILEAGE	\$ 236.35
			Expense claim # 2791. MARCH 2019 MILEAGE	\$ 139.03
			Expense claim # 2792. FEBRUARY 2019 MILEAGE	\$ 189.95
			Expense claim # 2793. JANUARY 2019 MILEAGE	\$ 227.48
241187	06/20/2019	MARY OLSZEWSKI	Expense claim # 2795. MAY 2019 MILEAGE	\$ 159.62
			Expense claim # 2796. PA PBS CONF REGISTRATION	\$ 75.00
241188	06/20/2019	MATTHEW KRAUSS	Expense claim # 2797. MAY 2019 MILEAGE	\$ 51.74
241189	06/20/2019	MAUREEN SEIDEL	Expense claim # 2798. MAY 2019 MILEAGE	\$ 58.99
241190	06/20/2019	MEIER SUPPLY CO., INC.	hss black tie	\$ 36.56
			hss insulation tape	\$ 24.40
			sme fan blade	\$ 66.53
			truck stock	\$ 395.78
241191	06/20/2019	MELODY SEVERUD	2018-2019 CONTRACT DIVER	\$ 8,447.24
241192	06/20/2019	MET-ED	HS NORTH CAMPUS ELECTRIC 100018255800	\$ 32,779.14
			MIDDLE SMITHFIELD ELEM. ELECTRIC 100071509721	\$ 7,862.36
			RESICA ELEM. ELECTRIC 100016949099	\$ 5,356.48
			SMITHFIELD ELEM. ELECTRIC 100066917749	\$ 6,075.40
			TRAFIC LIGHT ELECTRIC 100016944322	\$ 19.50
			TRAFIC LIGHT ELECTRIC 100016991349	\$ 19.35
			TRAFIC LIGHT ELECTRIC 100017096742	\$ 19.78
			TRAFIC LIGHT ELECTRIC 100031621285	\$ 19.67
			TRAFIC LIGHT ELECTRIC 100051981031	\$ 20.10
			TRAFIC LIGHT ELECTRIC 100052611207	\$ 19.94

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East Stroudsburg Area School District

Date Range 6/15/19 through 6/20/19

Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
241192	06/20/2019	MET-ED	TRAFIC LIGHT ELECTRIC 100080490897	\$ 33.09
241193	06/20/2019	MIDDLE SMITHFIELD ELEMENTARY PTO	5TH GRADE DANCE	\$ 412.71
241194	06/20/2019	MIGUEL DEJESUS	5TH GRADE DANCE SUPPLIES	\$ 272.40
241195	06/20/2019	EXECUTIVE PRINT SOLUTION, LLC	2018-2019 CONTRACT DIVER	\$ 3,568.44
241196	06/20/2019	WILLIAM M. SNYDER	POSTERS & TICKETS'	\$ 79.49
241197	06/20/2019	MUSICIAN'S FRIEND	T-SHIRTS	\$ 866.82
241198	06/20/2019	NATIONAL GEOGRAPHIC LLC	dryer FCS HSS	\$ 120.00
241199	06/20/2019	NAZARETH MUSIC CENTER	Speakers For gym	\$ 299.95
241200	06/20/2019	NICOLE KRESGE	SUBSCRIPTION FOR GEO BEE WINNER D CRUZ	\$ 19.00
241201	06/20/2019	PAUL BAKNER	Instrument Repair	\$ 45.00
241202	06/20/2019	PAUL H SCHMID	Expense claim # 2819. CLASSROOM MANAGEMENT TRAININ	\$ 40.63
241203	06/20/2019	PEGGY THURBER	Expense claim # 2799. GAS FOR NORTH BAND VAN	\$ 62.63
241204	06/20/2019	PENNSYLVANIA ONE CALL SYSTEM, INC.	Expense claim # 2800. MAY 2019 MILEAGE	\$ 131.31
241205	06/20/2019	PENTELEDATA	Expense claim # 2827 CAFETERIA SUPPLIES	\$ 6.00
241206	06/20/2019	PERMA-BOUND BOOKS	Expense claim # 2828. GRADE LEVEL MEETING @ RESICA	\$ 8.35
241207	06/20/2019	PHILIP ROSENAU CO., INC.	pa one call	\$ 100.10
241208	06/20/2019	PROSSER LABORATORIES, INC.	OPEN PO PENN TELEDATA	\$ 4,172.50
			library books and shelf ready	\$ 6,958.43
			mse rosenau-replaces 20190372	\$ 68.93
			mse water test	\$ 195.00
			north bus garage water test	\$ 38.00
			north water test	\$ 2,216.00
			resica water test	\$ 350.00
241209	06/20/2019	RECREATION RESOURCE USA, LLC	WOOD CARPET ADDITIONAL INVC	\$ 3,800.00
241210	06/20/2019	RICHARD A GARRIS	Expense claim # 2801. POOL AND PESTICIDE REGISTRAT	\$ 60.00
241211	06/20/2019	RIEGLE PRESS, INC	2019-2020 Calendars for three	\$ 143.13
241212	06/20/2019	RYAN DELONG	FIELD DAY PHILLY PRETZEL	\$ 35.00
241213	06/20/2019	RYAN MORAN	Expense claim # 2802. MAY 2019 MILEAGE	\$ 358.50
241214	06/20/2019	SALLY A YORKE-VINEY	Expense claim # 2803. GENERAL MEDICAL REIMBURSEMEN	\$ 1,642.38
241215	06/20/2019	SARAH JOHNSON	SPECIAL O TRIP/LUNCH	\$ 148.62
241216	06/20/2019	SCOTT C. IHLE	Expense claim # 2806. MAY 2019 MILEAGE	\$ 101.73

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East Stroudsburg Area School District

Date Range 6/15/19 through 6/20/19

Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
241217	06/20/2019	SHARP ENERGY	OPEN ORDER FOR PROPANE - SOUTH	\$ 6,961.50
241218	06/20/2019	SHAWN A WESCOTT	Expense claim # 2807. MAY 2019 MILEAGE	\$ 34.86
241219	06/20/2019	SHERMAN THEATER	graduation 2019 rental seating	\$ 2,325.00
241220	06/20/2019	SHINETIME AUTO WASH	Shinetime for Security Vehicle	\$ 28.00
241221	06/20/2019	SNOANN TOBIN	Expense claim # 2745. SPRG 2019 ED517 PRINCIPAL ED	\$ 1,535.00
241222	06/20/2019	SOUTH SADD SCHOLARSHIPS	SADD SOUTH SCHOLARSHIP 2018/2019	\$ 100.00
241223	06/20/2019	SOUTH SADD SCHOLARSHIPS	SADD SOUTH SCHOLARSHIP 2018/2019	\$ 50.00
241224	06/20/2019	SOUTH SADD SCHOLARSHIPS	SADD SOUTH SCHOLARSHIP 2018/2019	\$ 95.00
241225	06/20/2019	SOUTH SADD SCHOLARSHIPS	SADD SOUTH SCHOLARSHIPP 2018/2019	\$ 20.00
241226	06/20/2019	SPELLING BEE	SPELLING BEE SENIOR WINNER	\$ 50.00
241227	06/20/2019	SPELLING BEE	SPELLING BEE CONTEST WINNER	\$ 50.00
241228	06/20/2019	STEFANIE STRICKER	Expense claim # 2744. SPRNG 2019 EDUC 972H LOST IN	\$ 430.00
241229	06/20/2019	STEPHANIE CLARK	Expense claim # 2829. SWPBS BEACH DAY SUPPLIES	\$ 57.11
241230	06/20/2019	STEPHEN LASTRA	2018-2019 CONTRACT DIVER	\$ 6,298.76
241231	06/20/2019	STEVE SHANNON TIRE & AUTO CENTER	OPEN ORDER FOR TIRES	\$ 679.50
241232	06/20/2019	STROUDSBURG ELECTRIC MOTOR SERVICE	needle bearing	\$ 10.36
			sme vbelt	\$ 34.50
241233	06/20/2019	SUN LITHO-PRINT, INC.	Graduation Program 2019	\$ 2,925.00
			SunLitho Print 2019 numbered g	\$ 350.00
241234	06/20/2019	SUSAN COLE	Expense claim # 2808. SAPPHIRE TRAINING	\$ 108.23
241235	06/20/2019	SWEET, STEVENS, KATZ & WILLIAMS LLP	A.M. TERMINATION	\$ 2,047.50
			FILE #999.0011	\$ 225.00
			GRIEVANCE/ARBITRATION	\$ 2,340.00
			Inv # 120258 5/22/19 Prof. Svc SP ED	\$ 1,309.00
			Inv #120260 Prof. Svc. provide	\$ 22.00
			Inv. #120257 5/22/19 Prof. Svc SP. ED.	\$ 153.00
			Inv. #120365 Prof. Svc provide SP.ED.	\$ 636.00
			Inv. #120421 Sp Ed. student re	\$ 25.00
			Inv. #120422 services for sp.	\$ 117.00
			Inv. #120423 Prof. Svc for a Sp Ed	\$ 78.00
			Labor matters	\$ 1,326.00

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East Stroudsburg Area School District

Date Range 6/15/19 through 6/20/19

Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
241235	06/20/2019	SWEET, STEVENS, KATZ & WILLIAMS LLP	Sp Ed. misc. emails, phone cal	\$ 526.50
241236	06/20/2019	SWEETWATER SOUND, INC.	ULP'S CHARGES	\$ 253.00
241237	06/20/2019	TAIWO AFOLABI	Sound system for Smithfield EI	\$ 818.52
241238	06/20/2019	TANIA IANNIA	2018-2019 CONTRACT DIVER	\$ 4,803.01
241239	06/20/2019	THE PACKAGING PLACE	Expense claim # 2809. GRADE LEVEL MEETING @ RESICA	\$ 8.35
241240	06/20/2019	THE TREVOR PROJECT,INC	RETURN OF SVSI	\$ 227.20
241241	06/20/2019	THOMAS TRAUSCHKE	HS SOUTH CASURAL FOR A CAUSE DONATION	\$ 463.00
241242	06/20/2019	THOMAS WILDLIFE PEST CONTROL LLC	Expense claim # 2826.GRADE LEVEL MEETING @ RESICA	\$ 8.35
241243	06/20/2019	TOOLS4EVER, INC	jm hill squirrel trapping	\$ 318.00
241244	06/20/2019	TOURETTE'S ASSOCIATION OF AMERICA	TOOLS 4EVER ANNUAL SUBSCRIPTIO	\$ 9,984.00
241245	06/20/2019	US FOODS	CASURAL FOR A CAUSE DONATION	\$ 128.00
241246	06/20/2019	WALMART COMMUNITY/GEMB	bus. office needs req. in amt	\$ 213.69
241247	06/20/2019	WAYNE E CARSON	Walmart - Katrina	\$ 299.24
241248	06/20/2019	WILLIAM GOUGER	Expense claim # 2813. PA MEDIA & DESIGN COMPITITIO	\$ 36.52
241249	06/20/2019	WILLIAM RIKER	Expense claim # 2811. SCHOOL POLICE SUPPLIES	\$ 66.50
241250	06/20/2019	WOODWIND & BRASSWIND	Expense claim # 2812. MAY 2019 MILEAGE	\$ 236.41
241251	06/20/2019	ZESWITZ MUSIC COMPANY	Consumable Supplies for 6th Gr	\$ 93.90
			Tambourine & Supplies	\$ 105.99
			Instrument Repairs	\$ 544.80
			Zeswitz Repairs	\$ 1,004.40
Grand Total				\$ 388,320.50

MAY 2019 WIRE PAYMENTS

Payroll	\$ 5,277,488.48
Accounts Payable - Benefits	\$ 2,777,879.73
Flex Spending Accounts TASC	\$ 15,223.96
Payments to Inservco Insurance for Workers' Comp	\$ 21,257.43
Procurement Card	\$ 55,113.06
EBTEP	1,753,080.19
NEOPOST POSTAGE	\$ 800.00
	<u>\$ 9,900,842.85</u>

EAST STROUDSBURG AREA SCHOOL DISTRICT
TREASURER'S REPORT AS OF MAY 31, 2019

ESSA TREASURY OPERATING ACCOUNT - ALL FUNDS

5/1/19 Balance	\$ 15,845,252.97
Receipts	\$ 4,124,236.55
Interest/Dividends	\$ 8,062.50
Disbursements	\$ (13,540,610.56)
5/31/19 Balance	\$ 6,436,941.46

PLGIT - GENERAL FUND

5/1/19 Balance	\$ 12,603,824.24
Receipts	\$ 845,960.38
Interest/Dividends	\$ 2,610.37
Disbursements	
5/31/19 Balance	\$ 13,452,394.99

PSDLAF - GENERAL FUND

5/1/19 Balance	\$ 45,717,375.30
Receipts	\$ 35,722,848.58
Interest/Dividends	\$ 95,537.59
Disbursements	\$ (33,515,113.06)
5/31/19 Balance	\$ 48,020,648.41

ESSA WORKERS COMP SELF INS - GENERAL FUND

5/1/19 Balance	\$ 201,469.04
Receipts	
Interest/Dividends	\$ 136.89
Disbursements	
5/31/19 Balance	\$ 201,605.93

ESSA PAYPAL - GENERAL FUND

5/1/19 Balance	\$ 3,843.91
Receipts	\$ 8,451.99
Interest/Dividends	\$ 6.04
Disbursements	
5/31/19 Balance	\$ 12,301.94

ESSA FERNWOOD ESCROW - GENERAL FUND

5/1/19 Balance	\$ 38,136.54
Receipts	
Interest/Dividends	\$ 25.91
Disbursements	
5/31/19 Balance	\$ 38,162.45

ESSA - CAFETERIA FUND

5/1/19 Balance	\$ 601,472.00
Receipts	\$ 57,291.16
Interest/Dividends	\$ 425.47
Disbursements	\$ (6,131.00)
5/31/19 Balance	\$ 653,057.63

PLGIT - CAFETERIA FUND

5/1/19 Balance	\$ 40,939.73
Receipts	
Interest/Dividends	\$ 77.38
Disbursements	
5/31/19 Balance	\$ 41,017.11

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EAST STROUDSBURG AREA SCHOOL DISTRICT
 TREASURER'S REPORT AS OF MAY 31, 2019

PLGIT - CAPITAL RESERVE FUND

5/1/19 Balance	\$ 23,802,059.90
Receipts	
Interest/Dividends	\$ 44,985.66
Disbursements	
5/31/19 Balance	\$ 23,847,045.56

ESSA - CONCESSION STAND

5/1/19 Balance	\$ 27,608.22
Receipts	
Interest/Dividends	\$ 18.76
Disbursements	
5/31/19 Balance	\$ 27,626.98

ESSA - EXPENDABLE TRUST

5/1/19 Balance	\$ 31,501.10
Receipts	
Interest/Dividends	\$ 21.40
Disbursements	
5/31/19 Balance	\$ 31,522.50

ESSA - NON-EXPENDABLE TRUST

5/1/19 Balance	\$ 18,548.50
Receipts	
Interest/Dividends	\$ 12.60
Disbursements	
5/31/19 Balance	\$ 18,561.10

ESSA - SPECIAL ACTIVITY

5/1/19 Balance	\$ 240,739.05
Receipts	
Interest/Dividends	\$ 163.57
Disbursements	
5/31/19 Balance	\$ 240,902.62

ESSA CD INVESTMENT - SPECIAL ACTIVITY

5/1/19 Balance	\$ 40,647.51
Receipts	
Interest/Dividends	
Disbursements	
5/31/19 Balance	\$ 40,647.51

ESSA - STUDENT ACTIVITY

5/1/19 Balance	\$ 74,016.54
Receipts	
Interest/Dividends	\$ 50.29
Disbursements	
5/31/19 Balance	\$ 74,066.83



Balance Sheet Report for 2019 Period 11

Account Number	Description	Period Net Change	Account Balance
10 General Fund			
Assets			
10-0000-010-000-00-000-000-0000-0000-	AP Cash - GENERAL FUND	83,625,498.46	(1,846,515.40)
10-0101-020-000-00-000-000-0001-0001-	Cash ESSA General Fund	8,844,489.52	2,200.00
10-0103-020-000-00-000-000-0000-0000-	Cash Petty Cash	848,570.75	48,020,648.41
10-0111-011-000-00-000-000-0003-0003-	Investment PLGIT	2,303,273.11	14,076,396.37
10-0111-011-000-00-000-000-0009-0009-	Investment Liquid Asset PSDLAF	0.00	99,375.51
10-0121-012-000-00-000-000-0013-0013-	Delinquent Taxes Receivable	0.00	(2,300,873.77)
10-0121-012-000-00-000-000-0014-0014-	Delinquent Taxes Interim	0.00	1,121.36
10-0121-012-000-00-000-000-0015-0015-	Taxes Receivable Tax Claim Dif	0.00	2,509,741.17
10-0132-013-000-00-000-000-0050-0050-	Due to/from Fund 50	0.00	(17,620.58)
10-0142-014-000-00-000-000-0023-0023-	State Subsidies Receivable	0.00	100,664.58
10-0154-015-000-00-000-000-0027-0027-	Allowance Uncollected Receivab	5,895.25	3,473.46
10-0155-015-000-00-000-000-0034-0034-	Due from Employees	876.82	70,239.72
10-0155-015-000-00-000-000-0035-0035-	Due from Use of Facility	11,281.04	287,778.30
10-0155-015-000-00-000-000-0036-0036-	Due from Students & Misc	0.00	69,914.50
10-0181-018-000-00-000-000-0040-0040-	Prepaid Expenses	287,778.30	12,301.94
10-0181-018-000-00-000-000-0041-0041-	Prepaid Expenses Arbitrpay	8,458.03	201,605.93
10-0101-020-000-00-000-000-0019-0019-	Cash ESSA PayPal	136.89	38,162.45
10-0101-020-000-00-000-000-0025-0025-	Cash ESSA W/C Escrow	25.91	(22,906,099.44)
10-0101-020-000-00-000-000-0028-0028-	Cash ESSA Fernwood Escrow	392,290.56	38,089.26
Liabilities			
10-0000-042-000-00-000-000-0000-0000-	Accounts Payable	(780.00)	(14,160.00)
10-0421-039-000-00-000-000-0043-0043-	Account Payable CDL class	(2,234.86)	(6,626.35)
10-0421-039-000-00-000-000-0044-0044-	Account Payable Donation	0.00	614.25
10-0462-046-000-00-000-000-0082-0082-	Federal Withholding	(4,817.02)	(8,634.31)
10-0462-046-000-00-000-000-0087-0087-	PA Unemployment WH	(84,674.83)	(148,462.39)
10-0462-046-000-00-000-000-0089-0089-	EIT WH		
Total Assets		(4,939,389.61)	83,625,498.46
Total Liabilities		(2,519,009.64)	(22,906,099.44)

YFC

EAST STROUDSBURG AREA SCHOOL DISTRICT BANK RECONCILIATION

NAME OF ACCOUNT General Fund (Treasury Fund)

BANK ESSA

Prepared by: Sonya Burch

Approved by: _____

MONTH: Apr-19

ESSA Checking \$ 15,845,252.97 \$ 15,845,252.97

Less:	Outstanding Checks-Treasury Fund	\$ 1,348,894.06	
	Outstanding Payroll Activity	\$ 10,661.99	
	Outstanding PA Withholding	\$ 25,522.75	
	Outstanding PA Employee Unemployment		
	Outstanding Federal Tax		
	Outstanding Flex Spending Accounts		
	Outstanding TSA (Wire Less than Report)		
			\$ 1,385,078.80
			\$ 14,460,174.17

General Ledger \$ 14,460,174.25

Adjustments:	Ending Balance in "Treasury Account" Account 4/30/19	\$ (0.08)	
			\$ (0.08)
			\$ 14,460,174.17

Difference \$0.00

10-0101-020-000-00-000-000-0001-	\$ 8,844,489.52	Account Balance	
00-0000-010-000-00-000-000-0000-	\$ 5,615,684.73	Account Balance	
00-0000-010-000-00-000-000-0000-		Outstanding Interest	
00-0000-010-000-00-000-000-0000-	\$ 14,460,174.25	Bank Reconciliation	

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ESSA Bank & Trust

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

RETURN SERVICE REQUESTED

>004003 6130826 0001 093004 10Z

EAST STROUDSBURG AREA SCHOOL
DISTRICT GENERAL FUND OPERATING
C/O THOMAS J MCINTYRE
50 VINE ST
EAST STROUDSBURG PA 18301-2150



Statement Ending 05/31/2019

Page 1 of 4

Customer Service Contact

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

Business Banking That Empowers.

Run your business instead of running to the bank to make deposits!

Call us at **800.439.0715** or visit essabank.com/eDeposit for more information.

Summary of Accounts

Account Type	Account Number	Ending Balance
Government Checking		\$6,436,941.46

Government Checking

Account Summary

Date	Description	Amount
05/01/2019	Beginning Balance	\$15,845,252.97
	19 Credit(s) This Period	\$4,132,299.05
	65 Debit(s) This Period	-\$13,540,610.56
05/31/2019	Ending Balance	\$6,436,941.46

Interest Summary

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$8,062.50
Interest Paid Year-to-Date	\$72,004.39

Deposits

Date	Description	Amount
05/07/2019	ACH REJ Wells Fargo BK	\$59,135.90
05/13/2019	TRANSFER FROM	\$188.17
05/14/2019	WIRE FROM PSDLAF	\$4,000,000.00
05/29/2019	TRANSFER FROM	\$196.21
05/31/2019	INTEREST FROM ACCT	\$1.39
05/31/2019	INTEREST FROM ACCT	\$29.56
05/31/2019	INTEREST FROM ACCT	\$3.48
05/31/2019	INTEREST FROM ACCT	\$54.78
05/31/2019	INTEREST FROM ACCT	\$7.38



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2000/1000 10E110 159500 4280E79 E0010



Pennsylvania Local Government Investment Trust

Account Statement - Transaction Summary

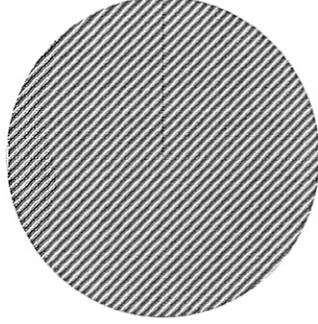
For the Month Ending **May 31, 2019**

East Stroudsburg Area School District - GENERAL FUND -

PLGIT - Class	
Opening Market Value	12,603,824.24
Purchases	848,570.75
Redemptions	0.00
Unsettled Trades	0.00
Change in Value	0.00
Closing Market Value	\$13,452,394.99
Cash Dividends and Income	24,610.37

Asset Summary		
	May 31, 2019	April 30, 2019
PLGIT - Class	13,452,394.99	12,603,824.24
Total	\$13,452,394.99	\$12,603,824.24

Asset Allocation



PLGIT - Class
100.00%

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PSDLAF Monthly Statement

(71256-101) GENERAL FUND

Statement Period
May 1, 2019 to May 31, 2019

Statement for the Account of:
EAST STROUDSBURG ASD

ACTIVITY SUMMARY

INVESTMENT POOL SUMMARY

	MAX
Beginning Balance	\$197,375.30
Dividends	\$2,245.95
Credits	\$22,856,140.22
Checks Paid	\$0.00
Other Debits	(\$17,015,113.06)
Ending Balance	\$6,040,648.41
Average Monthly Rate	2.11%

TOTAL MAX

\$6,040,648.41

TOTAL FIXED INCOME

\$41,980,000.00

ACCOUNT TOTAL

\$48,020,648.41

PLEASE NOTE: THE FUND WILL BE CLOSED JULY 4TH
IN OBSERVANCE OF THE INDEPENDENCE DAY
HOLIDAY

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EAST STROUDSBURG ASD
Jeff Bader
50 Vine Street
East Stroudsburg, PA 18031



EAST STROUDSBURG ASD

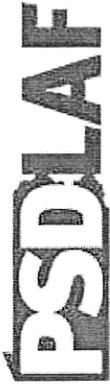
Statement Period
May 1, 2019 to May 31, 2019

FIXED INCOME INVESTMENTS

PURCHASES

Type	Holding ID	Trade	Settle	Maturity	Description	Cost	Projected Interest	Rate	Face/Par
FLEX	88801	05/07/19	05/07/19	06/11/19	Full Flex Pool (CB3)	\$5,000,000.00	\$11,506.85	2.400%	\$5,000,000.00
FLEX	88919	05/14/19	05/14/19	06/11/19	Full Flex Pool (GRN)	\$460,000.00	\$846.90	2.400%	\$460,000.00
FLEX	89019	05/31/19	05/31/19	06/11/19	Full Flex Pool (CNB2)	\$7,500,000.00	\$5,311.64	2.350%	\$7,500,000.00
Totals for Period:						\$12,960,000.00	\$17,665.40		\$12,960,000.00

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EAST STROUDSBURG ASD

Statement Period
May 1, 2019 to May 31, 2019

FIXED INCOME INVESTMENTS

SALES	Type	S	Holding ID	Settle Date	Transaction Date	Maturity Date	Description	Settlement	Projected Interest	Face/Par
FLEX	S	87816		05/07/19	05/07/19	06/11/19	Full Flex Pool (EWB)	\$5,000,000.00	\$11,506.85	\$5,000,000.00
FLEX	S	88801		05/14/19	05/14/19	06/11/19	Full Flex Pool (CB3)	\$5,000,000.00	\$9,205.48	\$5,000,000.00
FLEX	S	87526		05/29/19	05/29/19	06/11/19	Full Flex Pool (UNV)	\$5,500,000.00	\$4,603.42	\$5,500,000.00
FLEX	S	88415		05/29/19	05/29/19	06/11/19	Full Flex Pool (OZK)	\$1,000,000.00	\$836.99	\$1,000,000.00
Totals for Period:								\$16,500,000.00	\$26,152.74	\$16,500,000.00

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EAST STROUDSBURG ASD

FIXED INCOME INVESTMENTS

Statement Period
May 1, 2019 to May 31, 2019

INTEREST Type	Holding ID	Transaction Date	Description	Interest
Flex	1070059	05/14/19	CD Interest- Full Flex	\$6,180.82
Flex	1070060	05/14/19	CD Interest- Full Flex	\$9,863.01
Flex	1070061	05/14/19	CD Interest- Full Flex	\$8,482.19
Flex	1070062	05/14/19	CD Interest- Full Flex	\$9,863.01
Flex	1070063	05/14/19	CD Interest- Full Flex	\$19,859.72
Flex	1070064	05/14/19	CD Interest- Full Flex	\$12,554.79
Flex	1070065	05/14/19	CD Interest- Full Flex	\$2,488.10
Flex	1082908	05/31/19	CD Interest- Full Flex	\$20,136.99
Flex	1082909	05/31/19	CD Interest- Full Flex	\$3,863.01
Totals for Period:				\$93,291.64

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RETURN SERVICE REQUESTED

EAST STROUDSBURG AREA SCHOOL
DISTRICT WORKERS COMP SELF INS
C/O THOMAS J MCINTYRE
50 VINE ST
EAST STROUDSBURG PA 18301-2150

Customer Service Contact

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



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Summary of Accounts

Account Type	Account Number	Ending Balance
Government Checking		\$201,605.93

Government Checking-

Account Summary

Date	Description	Amount
05/01/2019	Beginning Balance	\$201,469.04
	1 Credit(s) This Period	\$136.89
	0 Debit(s) This Period	\$0.00
05/31/2019	Ending Balance	\$201,605.93

Interest Summary

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$136.89
Interest Paid Year-to-Date	\$665.92

Other Credits

Date	Description	Amount
05/31/2019	INTEREST PAID 5/01 THROUGH 5/31	\$136.89
		1 item(s) totaling \$136.89

Daily Balances

Date	Amount
05/31/2019	\$201,605.93

RETURN SERVICE REQUESTED

EAST STROUDSBURG AREA SCHOOL
DISTRICT PAYPAL ACCOUNT
C/O THOMAS J MCINTYRE
50 VINE ST
EAST STROUDSBURG PA 18301-2150

Customer Service Contact

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



Summary of Accounts

Account Type	Account Number	Ending Balance
Government Checking		\$12,301.94

Government Checking

Account Summary

Date	Description	Amount
05/01/2019	Beginning Balance	\$3,843.91
	5 Credit(s) This Period	\$8,458.03
	0 Debit(s) This Period	\$0.00
05/31/2019	Ending Balance	\$12,301.94

Interest Summary

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$6.04
Interest Paid Year-to-Date	\$26.73

Electronic Credits

Date	Description	Amount
05/09/2019	PAYPAL TRANSFER PPD	\$1,484.06
05/09/2019	PAYPAL TRANSFER PPD	\$4,288.56
05/17/2019	PAYPAL TRANSFER PPD	\$1,484.06
05/31/2019	PAYPAL TRANSFER PPD	\$1,195.31

4 item(s) totaling \$8,451.99

RETURN SERVICE REQUESTED

EAST STROUDSBURG AREA SCHOOL
DISTRICT ESCROW ACCT FERNWOOD
C/O THOMAS J MCINTYRE
50 VINE ST
EAST STROUDSBURG PA 18301-2150

Customer Service Contact

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



Summary of Accounts

Account Type	Account Number	Ending Balance
Government Checking		\$38,162.45

Government Checking

Account Summary			Interest Summary		
Date	Description	Amount	Description	Amount	
05/01/2019	Beginning Balance	\$38,136.54	Annual Percentage Yield Earned	0.00%	
	1 Credit(s) This Period	\$25.91	Interest Days	0	
	0 Debit(s) This Period	\$0.00	Interest Earned	\$0.00	
05/31/2019	Ending Balance	\$38,162.45	Interest Paid This Period	\$25.91	
			Interest Paid Year-to-Date	\$126.05	

Other Credits

Date	Description	Amount
05/31/2019	INTEREST PAID 5/01 THROUGH 5/31	\$25.91
		1 item(s) totaling \$25.91

Daily Balances

Date	Amount
05/31/2019	\$38,162.45



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RETURN SERVICE REQUESTED

EAST STROUDSBURG AREA SCHOOL
DISTRICT CAFETERIA FUND
C/O THOMAS J MCINTYRE
50 VINE ST
EAST STROUDSBURG PA 18301-2150

Customer Service Contact

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



Summary of Accounts

Account Type	Account Number	Ending Balance
Government Checking		\$653,057.63

Government Checking-

Account Summary

Date	Description	Amount
05/01/2019	Beginning Balance	\$601,472.00
	32 Credit(s) This Period	\$57,716.63
	3 Debit(s) This Period	-\$6,131.00
05/31/2019	Ending Balance	\$653,057.63

Interest Summary

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$425.47
Interest Paid Year-to-Date	\$2,088.71

Electronic Credits

Date	Description	Amount
05/01/2019	GLOBAL PAY GLOBAL DEP CCD	\$2,629.50
05/02/2019	GLOBAL PAY GLOBAL DEP CCD	\$2,130.35
05/03/2019	GLOBAL PAY GLOBAL DEP CCD	\$3,094.85
05/06/2019	GLOBAL PAY GLOBAL DEP CCD	\$2,632.50
05/06/2019	GLOBAL PAY GLOBAL DEP CCD	\$2,132.10
05/06/2019	GLOBAL PAY GLOBAL DEP CCD	\$402.65
05/07/2019	GLOBAL PAY GLOBAL DEP CCD	\$988.00
05/08/2019	GLOBAL PAY GLOBAL DEP CCD	\$2,676.45
05/09/2019	GLOBAL PAY GLOBAL DEP CCD	\$2,607.55



Pennsylvania Local Government Investment Trust

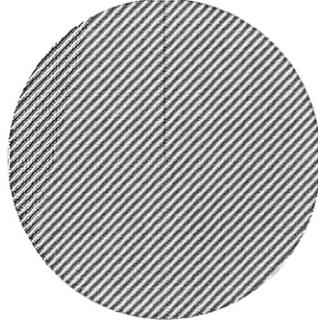
Account Statement - Transaction Summary

For the Month Ending **May 31, 2019**

East Stroudsburg Area School District - CAFETERIA -

PLGIT - Class	
Opening Market Value	40,939.73
Purchases	77.38
Redemptions	0.00
Unsettled Trades	0.00
Change in Value	0.00
Closing Market Value	\$41,017.11
Cash Dividends and Income	77.38

Asset Summary		
	May 31, 2019	April 30, 2019
PLGIT - Class	41,017.11	40,939.73
Total	\$41,017.11	\$40,939.73
Asset Allocation		



PLGIT - Class
100.00%

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Pennsylvania Local Government Investment Trust

Account Statement - Transaction Summary

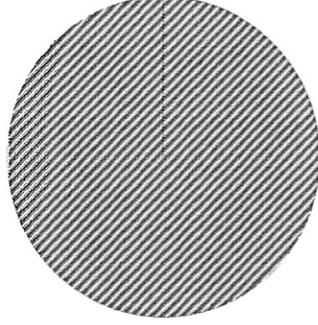
For the Month Ending May 31, 2019

East Stroudsburg Area School District - CAPITAL RESERVE -

PLGIT - Class	
Opening Market Value	23,802,059.90
Purchases	44,985.66
Redemptions	0.00
Unsettled Trades	0.00
Change in Value	0.00
Closing Market Value	\$23,847,045.56
Cash Dividends and Income	44,985.66

Asset Summary		
	May 31, 2019	April 30, 2019
PLGIT - Class	23,847,045.56	23,802,059.90
Total	\$23,847,045.56	\$23,802,059.90

Asset Allocation



PLGIT - Class
100.00%

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RETURN SERVICE REQUESTED

EAST STROUDSBURG AREA SCHOOL
DISTRICT CONCESSION STAND FUND
C/O THOMAS J MCINTYRE
50 VINE ST
EAST STROUDSBURG PA 18301-2150

Customer Service Contact

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



Summary of Accounts

Account Type	Account Number	Ending Balance
Government Checking		\$27,626.98

Government Checking

Account Summary

Date	Description	Amount
05/01/2019	Beginning Balance	\$27,608.22
	1 Credit(s) This Period	\$18.76
	0 Debit(s) This Period	\$0.00
05/31/2019	Ending Balance	\$27,626.98

Interest Summary

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$18.76
Interest Paid Year-to-Date	\$91.25

Other Credits

Date	Description	Amount
05/31/2019	INTEREST PAID 5/01 THROUGH 5/31	\$18.76
		1 item(s) totaling \$18.76

Daily Balances

Date	Amount
05/31/2019	\$27,626.98



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RETURN SERVICE REQUESTED

EAST STROUDSBURG AREA SCHOOL
DISTRICT EXPENDABLE SCHOLARSHIP
C/O THOMAS J MCINTYRE
50 VINE ST
EAST STROUDSBURG PA 18301-2150

Customer Service Contact

	Phone	855-713-8001
	Hours	8:00 a.m. - 6:00 p.m. M-F
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Summary of Accounts		
Account Type	Account Number	Ending Balance
Government Checking		\$31,522.50

Government Checking

Account Summary			Interest Summary		
Date	Description	Amount	Description	Amount	
05/01/2019	Beginning Balance	\$31,501.10	Annual Percentage Yield Earned	0.00%	
	1 Credit(s) This Period	\$21.40	Interest Days	0	
	0 Debit(s) This Period	\$0.00	Interest Earned	\$0.00	
05/31/2019	Ending Balance	\$31,522.50	Interest Paid This Period	\$21.40	
			Interest Paid Year-to-Date	\$104.12	

Other Credits		
Date	Description	Amount
05/31/2019	INTEREST PAID 5/01 THROUGH 5/31	\$21.40
		1 item(s) totaling \$21.40

Daily Balances

Date	Amount
05/31/2019	\$31,522.50



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RETURN SERVICE REQUESTED

EAST STROUDSBURG AREA SCHOOL
DISTRICT NON-EXPENDABLE
C/O THOMAS J MCINTYRE
50 VINE ST
EAST STROUDSBURG PA 18301-2150

Customer Service Contact

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



Summary of Accounts

Account Type	Account Number	Ending Balance
Government Checking		\$18,561.10

Government Checking

Account Summary			Interest Summary		
Date	Description	Amount	Description	Amount	
05/01/2019	Beginning Balance	\$18,548.50	Annual Percentage Yield Earned	0.00%	
	1 Credit(s) This Period	\$12.60	Interest Days	0	
	0 Debit(s) This Period	\$0.00	Interest Earned	\$0.00	
05/31/2019	Ending Balance	\$18,561.10	Interest Paid This Period	\$12.60	
			Interest Paid Year-to-Date	\$61.30	

Other Credits

Date	Description	Amount
05/31/2019	INTEREST PAID 5/01 THROUGH 5/31	\$12.60
		1 item(S) totaling \$12.60

Daily Balances

Date	Amount
05/31/2019	\$18,561.10



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RETURN SERVICE REQUESTED

EAST STROUDSBURG AREA SCHOOL
DISTRICT SPECIAL ACTIVITY FUND
C/O THOMAS J MCINTYRE
50 VINE ST
EAST STROUDSBURG PA 18301-2150

Customer Service Contact

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



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Summary of Accounts

Account Type	Account Number	Ending Balance
Government Checking		\$240,902.62

Government Checking

Account Summary			Interest Summary		
Date	Description	Amount	Description	Amount	
05/01/2019	Beginning Balance	\$240,739.05	Annual Percentage Yield Earned	0.00%	
	1 Credit(s) This Period	\$163.57	Interest Days	0	
	0 Debit(s) This Period	\$0.00	Interest Earned	\$0.00	
05/31/2019	Ending Balance	\$240,902.62	Interest Paid This Period	\$163.57	
			Interest Paid Year-to-Date	\$793.63	

Other Credits

Date	Description	Amount
05/31/2019	INTEREST PAID 5/01 THROUGH 5/31	\$163.57
		1 item(s) totaling \$163.57

Daily Balances

Date	Amount
05/31/2019	\$240,902.62



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Savings

Account Number

Statement Date

05/07/2019

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Date	Transaction Description	Amount	Ending Balance
03/29/2019	Interest Deposit - INTEREST PAID 01/01 THROUGH 03/31	173.64	40,647.51

EAST STROUDSBURG AREA SCHOOL DISTRI
C/O THOMAS J MCINTYRE
50 VINE ST
EAST STROUDSBURG PA 18301

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RETURN SERVICE REQUESTED

EAST STROUDSBURG AREA SCHOOL
DISTRICT STUDENT ACTIVITY FUND
C/O THOMAS J MCINTYRE
50 VINE ST
EAST STROUDSBURG PA 18301-2150

Customer Service Contact

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



Summary of Accounts

Account Type	Account Number	Ending Balance
Government Checking		\$74,066.83

Government Checking-

Account Summary

Date	Description	Amount
05/01/2019	Beginning Balance	\$74,016.54
	1 Credit(s) This Period	\$50.29
	0 Debit(s) This Period	\$0.00
05/31/2019	Ending Balance	\$74,066.83

Interest Summary

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$50.29
Interest Paid Year-to-Date	\$244.65

Other Credits

Date	Description	Amount
05/31/2019	INTEREST PAID 5/01 THROUGH 5/31	\$50.29
		1 item(s) totaling \$50.29

Daily Balances

Date	Amount
05/31/2019	\$74,066.83



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P 1
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East Stroudsburg Area SD, PA
YEAR-TO-DATE BUDGET REPORT
MAY 2019

06/18/2019 09:24
sonya-burch

FOR 2019 11

ACCOUNTS FOR: 10 General Fund	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
1110 Regular	54,479,846	54,293,973	42,575,101.13	6,147,391.46	-4,510.13	11,723,381.81	78.4%
1190 Federal	1,927,143	1,927,143	1,862,878.49	226,735.08	4,272.74	59,991.77	96.9%
1192 Summer Program	6,000	6,000	152,019.54	2,241.50	.00	-146,019.54	2533.7%
1200 Special	3,225	3,225	118,847.96	-19,710.47	10,724.89	-126,347.85	4017.8%
1211 LifeSkillSupp	2,067,492	2,072,064	2,037,447.14	271,450.88	4,941.86	29,674.93	98.6%
1221 Deaf/Hearing	202,918	202,918	215,453.06	17,574.76	.00	-12,535.06	106.2%
1224 Blind/Visually	168,159	168,159	143,225.57	12,550.49	.00	24,933.43	85.2%
1225 SpeechLang	1,113,461	1,113,540	1,062,272.96	106,297.31	184.80	51,081.86	95.4%
1231 EmtSupp	3,430,669	3,456,744	3,258,748.64	413,098.96	4,745.53	193,250.02	94.4%
1233 AutisticSupp	1,139,974	1,094,825	1,313,691.32	91,961.15	8,188.22	-227,054.44	120.7%
1241 LearningsSupp	12,575,614	12,566,542	10,045,996.45	1,431,243.18	4,195.43	2,516,349.88	80.0%
1243 GiftedSupp	427,212	427,212	305,190.43	51,845.88	1,369.34	120,652.23	71.8%
1260 PhysicalSupp	498,772	498,772	530,395.56	43,198.88	.00	-31,623.56	106.3%
1270 Handicap	482,995	482,995	510,799.95	41,709.11	.00	-27,804.95	105.8%
1281 UNDEFINED	7,000	7,000	3,690.75	.00	.00	3,309.25	52.7%
1290 OSpecProg	2,162,000	2,162,000	1,826,171.55	237,086.45	.00	335,828.45	84.5%
1360 BusinessEd	908,980	907,588	581,392.06	94,676.76	.00	326,195.94	64.1%
1390 OthVocProg	1,882,758	1,882,758	1,885,348.04	168,662.42	213,729.42	-216,319.46	111.5%
1410 Drivers'Ed	280,017	279,776	159,755.91	24,498.02	.00	120,020.42	57.1%
1420 SummerProg	0	0	10,137.10	.00	.00	-10,137.10	100.0%
1430 Homebound Instruction	31,723	31,723	21,075.08	4,897.63	.00	10,647.92	66.4%
1441 Adjudicated Court Place	115,000	131,871	95,805.23	7,421.45	15,028.82	21,037.10	84.0%
1442 Alt Edu Program	1,080,000	1,092,112	1,014,111.01	99,419.47	22,729.00	55,272.25	94.9%
1500 Nonpublic School Prog	39,672	39,672	20,458.36	28,908.46	12,725.65	6,487.99	83.6%
1801 Pre-K Instruction	4,600	4,600	27,868.72	.00	.00	-23,268.72	605.8%
2111 Dir of Pupil Svc	369,371	369,371	286,040.87	34,993.60	.55	83,329.58	77.4%
2119 SpvStuserVOther	450,515	448,143	438,349.44	67,928.29	4,006.82	5,786.68	98.7%
2120 Guidance	3,098,383	3,099,673	2,556,603.87	349,022.56	608.95	542,460.19	82.5%
2144 Psychotherapy Service	870,997	866,671	949,762.99	75,437.25	.00	-83,091.77	109.1%
2160 Social Work Services	193,696	193,696	190,580.22	23,459.00	407.42	3,115.78	98.4%
2170 Student Acct Services	494,448	494,448	462,584.85	54,474.01	.00	31,455.73	93.6%
2190 Oth Pupil Per	220,533	220,533	207,195.23	16,312.55	.00	13,337.77	94.0%
2250 Library	1,453,693	1,453,747	1,202,384.22	173,615.41	28,977.82	222,384.93	84.7%
2260 Instr&CurrDev	850,796	848,288	731,217.21	91,918.61	13.09	117,058.16	86.2%
2271 StaffDevCert	266,408	412,737	305,573.51	44,118.55	4,609.01	102,554.27	166.7%
2280 NonPublicSuppService	360	360	600.07	600.07	.00	-240.07	166.7%
2290 OthInstrStaffSvc	12,449	12,545	-138.91	-10.00	.00	12,684.00	-1.1%
2310 BoardSvc	133,682	134,047	125,320.82	3,809.00	5,768.30	2,957.18	97.8%
2330 TaxAssess&Collect	366,127	366,127	495,141.66	12,415.98	3,545.50	-132,560.16	136.2%
2350 Legal Services	195,000	235,000	296,569.08	19,255.97	11,994.00	-73,563.08	131.3%
2360 Office Superintendent	995,508	995,532	915,017.89	115,381.07	316.45	80,197.79	91.9%
2380 Principal	5,206,792	5,225,587	4,855,985.10	607,137.76	12,289.85	357,312.15	93.2%
2390 Other Admin Svs	31,300	32,800	11,899.47	.00	1,766.45	19,134.08	41.7%
2420 MedicalSvs	1,604,806	1,601,676	1,248,668.95	173,850.43	23,412.28	329,594.77	79.4%

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East Stroudsburg Area SD, PA
YEAR-TO-DATE BUDGET REPORT
MAY 2019

06/18/2019 09:24
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FOR 2019 11

ACCOUNTS FOR: 10 General Fund	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
2430 DentalSvs	128,570	128,570	119,251.25	15,655.61	35.97	9,282.78	92.8%
2440 NursingSvs	0	0	6,942.20	.00	.00	-6,942.20	100.0%
2450 NonpubHlthSvs	73,933	73,933	58,091.18	8,684.50	130.00	15,711.82	78.7%
2490 Other Health Service	106,583	106,583	97,014.51	11,780.35	.00	9,568.49	91.0%
2511 Supervisor Of Fiscal	228,983	228,983	237,551.97	20,030.96	.00	-8,568.97	103.7%
2514 Payroll Services	231,190	231,190	227,064.37	25,343.83	.00	4,125.63	98.2%
2515 Financial Acct Service	1,007,206	1,007,206	930,085.27	87,148.03	7,347.85	69,772.88	93.1%
2611 Supervision-Op/Maint	147,677	147,677	131,681.62	16,481.80	.00	15,995.38	89.2%
2620 OperBldg	11,064,618	11,065,118	9,929,834.06	997,810.86	91,548.53	1,043,735.13	90.6%
2630 Grounds	272,000	272,000	283,351.56	13,626.90	19,264.24	-30,615.80	111.3%
2660 Security	2,888,518	2,882,693	2,447,903.39	329,634.44	5,027.26	429,761.99	85.1%
2711 Adm-Trans -Head	147,623	147,623	132,824.73	16,555.60	.00	14,798.27	90.0%
2719 Spv-Trans -Other	398,215	398,215	396,699.29	50,191.40	.00	1,515.71	99.6%
2720 Vehicle Operation Svc	11,195,558	11,195,772	11,218,854.86	1,208,692.17	224,477.82	-247,561.16	102.2%
2740 VehicleSvc&Maint	383,928	375,928	363,680.03	43,414.47	364.54	11,883.43	96.8%
2750 Nonpublic Trans	420,043	420,043	471,060.13	72,029.73	.00	-51,017.13	112.1%
2790 Other Student Trans	1,500	1,500	.00	.00	.00	1,500.00	0.0%
2800 Support Svc-Central	0	0	22,906.00	.00	.00	-22,906.00	100.0%
2830 Staff Services	0	0	737.05	174.00	.00	-737.05	100.0%
2831 SPV of Staff Services HR	192,310	192,310	169,809.54	21,444.88	.00	22,500.46	88.3%
2833 StaffAccSrv	342,273	342,273	332,161.50	32,205.89	117.24	9,994.26	97.1%
2834 SDevNonInstCert	35,465	60,866	25,316.94	5,255.05	630.00	34,919.55	42.6%
2836 SDevNonInstCert	26,175	42,511	44,351.75	3,437.57	6,358.00	-8,198.72	119.3%
2840 DataProcess	207,876	207,876	206,701.84	496.03	.00	616.07	99.7%
2841 Supervisor Itec	179,801	179,801	160,066.01	20,161.93	.00	19,734.99	89.0%
2844 OperationSvcs	3,784,381	3,800,789	2,316,466.06	131,493.62	-249,990.73	1,734,313.26	54.4%
2850 Liaison Svcs	75,374	75,374	119,564.09	11,118.48	.00	-44,190.09	158.6%
2910 UNDEFINED	45,000	45,000	127,378.67	.00	.00	-82,378.67	283.1%
3210 StudentActivity	280,693	271,997	489,534.80	161,188.22	7,669.95	-225,208.19	182.8%
3250 Athletics	1,851,759	1,857,215	1,978,564.03	277,957.59	23,171.67	-144,520.96	107.8%
3310 CommRecreation	78,666	78,666	119,236.11	11,381.22	3,135.35	-43,705.46	155.6%
5110 Debt Service	17,251,464	17,250,571	17,238,048.26	37,618.38	.00	12,522.99	99.9%
5130 Refund Prior Yr Rev	550,000	550,000	506,479.68	2,285.34	.00	43,520.32	92.1%
5800 Suspense Account	0	0	195,029.75	-32,322.07	.00	-195,029.75	100.0%
5900 Budgetary Reserve	350,000	295,000	.00	.00	.00	295,000.00	0.0%
6111 Current Real Estate Tax	-88,828,692	-88,828,692	-87,012,286.87	.00	.00	-1,816,405.13	98.0%
6112 Interim Real Estate Tax	-130,000	-130,000	-148,814.75	-384.38	.00	18,814.75	114.5%
6113 Public Utility Realty	-125,000	-125,000	-102,883.13	.00	.00	-22,116.87	82.3%
6114 Pay In Lieu -St/Local	-80,000	-80,000	-110,521.65	.00	.00	30,521.65	138.2%
6143 Local Service Tax - LST	-80,000	-80,000	-71,619.19	-28,181.00	.00	-8,380.81	89.5%
6151 Current Act 511 EIT	-3,800,000	-3,800,000	-3,647,058.19	-15,241.93	.00	-152,941.81	96.0%
6153 Curr Act 511 Real Est	-900,000	-900,000	-757,078.06	-819,753.96	.00	-142,921.94	84.1%
6411 Delinquent Real Estate	-8,500,000	-8,500,000	-8,208,342.90	-71,549.12	.00	-291,657.10	96.6%
6510 Interest on Invest	-150,000	-150,000	-1,298,895.00	-128,379.30	.00	1,148,895.00	865.9%

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East Stroudsburg Area SD, PA
YEAR-TO-DATE BUDGET REPORT
MAY 2019

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FOR 2019 11

ACCOUNTS FOR: 10 General Fund	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
6710 Admissions	-35,000	-35,000	-30,010.72	300.00	.00	-4,989.28	85.7%
6740 Fees	0	0	-2,469.12	.00	.00	2,469.12	100.0%
6830 Rev From Intermed-Fed	0	0	-5,684.00	.00	.00	5,684.00	100.0%
6832 Federal Idea Revenue	-1,060,543	-1,060,543	-447,684.66	.00	.00	-612,858.34	42.2%
6910 Rentals	-100,000	-100,000	-52,903.10	-3,056.11	.00	-47,096.90	52.5%
6941 Regular Sch Tuition	-15,000	-15,000	1,828.08	-6,469.91	.00	-16,828.08	-12.2%
6942 Summer School Tuition	-12,000	-12,000	-15,355.00	.00	.00	3,355.00	128.0%
6944 Tuition from Other Lea	-8,500	-8,500	-38,566.87	-18,944.73	.00	30,066.87	453.7%
6961 Transportation Serv	0	0	-1,271.42	-158.54	.00	1,271.42	100.0%
6990 MiscRevenue	-100,000	-100,000	-25.43	.00	.00	-99,974.57	0%
6991 RefundPriorYrReceipt	-20,000	-20,000	-8,014.69	-5.81	.00	-11,985.31	40.1%
6999 Other Revenues Misc	0	0	-108,234.51	-15,321.49	.00	108,234.51	100.0%
7110 Basic Education	-15,676,499	-15,676,499	-16,445,373.02	-4,478,506.69	.00	768,874.02	104.9%
7160 Tuition Orphans & Child	-750,000	-750,000	-3,521.29	-3,521.29	.00	-746,478.71	.5%
7240 Driver Ed-Student	-13,250	-13,250	-12,670.00	.00	.00	-580.00	95.6%
7271 Special Ed School Aged	-4,109,882	-4,109,882	-4,255,794.65	-1,031,625.65	.00	145,912.65	103.6%
7299 Misc SpecEd Programs	0	0	-2,886.23	.00	.00	2,886.23	100.0%
7311 Pupil Transportation Subsidy	-2,900,000	-2,900,000	-2,055,058.69	.00	.00	-844,941.31	70.9%
7312 NonPublic&CharterTransp	0	0	-53,900.00	.00	.00	53,900.00	100.0%
7320 Rent & Sink Fund Pymt	-1,125,000	-1,125,000	-807,889.73	-166,522.34	.00	-317,110.27	71.8%
7330 Health Services/ Act 25	-145,000	-145,000	-148,185.14	.00	.00	3,185.14	102.2%
7340 State Prop Tax Reduction Allo	-4,347,613	-4,347,613	-4,913,505.40	.00	.00	565,892.40	113.0%
7361 School Safety & Security Gran	0	0	-25,000.00	.00	.00	25,000.00	100.0%
7505 Ready To Learn Grant	-1,248,758	-1,248,758	-1,248,758.00	.00	.00	0.00	100.0%
7810 State Share Ss & Med	-2,534,439	-2,534,439	-2,740,764.31	-542,145.95	.00	206,325.31	108.1%
7820 State Share Retire Cont	-11,237,150	-11,237,150	-9,176,684.07	34,427.94	.00	-2,060,465.93	81.7%
8110 Payments Fed Impacted	-625,000	-625,000	-562,915.57	.00	.00	-62,084.43	90.1%
8514 NCLB-Title I	-2,010,509	-2,010,509	-1,724,189.19	-152,270.02	.00	-286,319.81	85.8%
8515 NCLB-Title II	-293,016	-293,016	-300,488.74	-22,068.22	.00	7,472.74	102.6%
8516 NCLB-Title III	-26,077	-26,077	-25,259.09	-1,818.93	.00	-817.91	96.9%
8517 NCLB-Title IV	0	0	-118,412.24	-38,182.84	.00	118,412.24	100.0%
8540 Nutrition Ed & Training	0	0	-684.00	.00	.00	684.00	100.0%
8732 Arra-Qscbs	-54,900	-54,900	-55,216.30	.00	.00	316.30	100.6%
8733 UNDEFINED	-25,100	-25,100	-25,276.32	.00	.00	176.32	100.7%
8810 Med Assist Reimb Access	-800,000	-800,000	.00	.00	.00	-800,000.00	0%
8820 Med Assi Reimb Trans	-80,000	-80,000	-36,656.61	.00	.00	-43,343.39	45.8%
9210 Capital Lease Equipment	-1,830,365	-1,830,365	-522,751.00	.00	.00	-1,307,614.00	28.6%
9400 Sale Of Fixed Assets	-1,258,050	-1,258,050	-2,428,799.89	-60.20	.00	1,170,749.89	193.1%
TOTAL General Fund	762,132	762,132	-13,595,049.61	7,458,399.25	535,887.84	13,821,294.17	-1713.5%
TOTAL REVENUES	-155,035,343	-155,035,343	-149,756,530.66	-7,509,426.47	.00	-5,278,812.34	
TOTAL EXPENSES	155,797,475	155,797,475	136,161,481.05	14,967,825.72	535,887.84	19,100,106.51	

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East Stroudsburg Area SD, PA
YEAR-TO-DATE BUDGET REPORT
MAY 2019

FOR 2019 11

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	762,132	762,132	-13,595,049.61	7,458,399.25	535,887.84	13,821,294.17	-1713.5%

** END OF REPORT - Generated by Sonya Burch **

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D'HUY Engineering, Inc.
 One East Broad Street, Suite 310 Bethlehem, PA 18018
 Phone: 610.865.3000 Fax: 610.861.0181

INVOICE

No. 49465
 05/31/2019

East Stroudsburg Area School District

50 Vine Street
 East Stroudsburg, PA 18301
 Mr. Tom McIntyre

**High School North & Lehman I.S. Water Heater Replacement
 287014**

For Services Rendered From April 27, 2019 To May 31, 2019

DEI Fee = \$22,525 (\$2,500 + 7.5% of Construction Cost \$267,000)

00 - Basic Services

<u>Contract Amount</u>	<u>Previously Billed</u>	<u>% Complete</u>	<u>Invoice Amount</u>
\$22,525.00	\$16,893.75	85.00	\$2,252.50

INVOICE TOTAL \$2,252.50

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>
49314 4/30/2019	\$1,126.25	\$0.00	\$0.00	\$0.00	\$1,126.25
Total Prior Billing	\$1,126.25	\$0.00	\$0.00	\$0.00	\$1,126.25

SCW

368



D'HUY Engineering, Inc.
 One East Broad Street, Suite 310 Bethlehem, PA 18018
 Phone: 610.865.3000 Fax: 610.861.0181

INVOICE

No. 49461
 05/31/2019

East Stroudsburg Area School District

50 Vine Street
 East Stroudsburg, PA 18301
 Mr. Tom McIntyre

<p>High School North Roof Replacement 287010 For Services Rendered From April 27, 2019 To May 31, 2019</p>
<p>DEI Fee = 7% of Construction Cost \$7,008,635 = \$490,604</p>

01 - High School North / Lehman I.S. Roof Investigation

Contract Amount	Previously Billed	% Complete	Invoice Amount
\$12,900.00	\$12,900.00	100.00	\$0.00

02 - Design, Bidding & Construction Phase Services

Contract Amount	Previously Billed	% Complete	Invoice Amount
\$490,604.00	\$107,932.88	25.06	\$15,000.22

INVOICE TOTAL \$15,000.22

Prior Billing Information

Invoice		0 - 30	31 - 60	61-90	Over 90	Balance
49312	4/30/2019	\$18,207.30	\$0.00	\$0.00	\$0.00	\$18,207.30
Total Prior Billing		\$18,207.30	\$0.00	\$0.00	\$0.00	\$18,207.30

SCB

369



D'HUY Engineering, Inc.

One East Broad Street, Suite 310 Bethlehem, PA 18018

Phone: 610.865.3000

Fax: 610.861.0181

INVOICE

No. 49466

05/31/2019

East Stroudsburg Area School District

50 Vine Street
East Stroudsburg, PA 18301
Mr. Tom McIntyre

High School South Cameras

287015

For Services Rendered From April 27, 2019 To May 31, 2019

DEI Fee = \$21,280 (7% of Construction Cost \$304,000)

00 - Basic Services

Contract Amount	Previously Billed	% Complete	Invoice Amount
\$21,280.00	\$12,768.00	66.09	\$1,296.46

INVOICE TOTAL \$1,296.46

Prior Billing Information

Invoice		0 - 30	31 - 60	61-90	Over 90	Balance
49315	4/30/2019	\$868.00	\$0.00	\$0.00	\$0.00	\$868.00
Total Prior Billing		\$868.00	\$0.00	\$0.00	\$0.00	\$868.00

*OK to pay
6/11/19
B²*

370



D'HUY Engineering, Inc.
 One East Broad Street, Suite 310 Bethlehem, PA 18018
 Phone: 610.865.3000 Fax: 610.861.0181

INVOICE

No. 49463
 05/31/2019

East Stroudsburg Area School District

50 Vine Street
 East Stroudsburg, PA 18301
 Mr. Tom McIntyre

<p>North Campus Surveillance Cameras 287012</p> <p>For Services Rendered From April 27, 2019 To May 31, 2019</p> <p>DEI Fee = 7% of Construction Cost \$342,736 = \$23,991.52</p>
--

00 - Basic Services

<u>Contract Amount</u>	<u>Previously Billed</u>	<u>% Complete</u>	<u>Invoice Amount</u>
\$23,991.52	\$19,016.01	90.00	\$2,576.36

INVOICE TOTAL \$2,576.36

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>
49140 3/31/2019	\$0.00	\$3,000.01	\$0.00	\$0.00	\$3,000.01
Total Prior Billing	\$0.00	\$3,000.01	\$0.00	\$0.00	\$3,000.01

*OK to pay
6/11/19
B*

371



D'HUY Engineering, Inc.
 One East Broad Street, Suite 310 Bethlehem, PA 18018
 Phone: 610.865.3000 Fax: 610.861.0181

INVOICE
 No. 49462
 05/31/2019

East Stroudsburg Area School District

50 Vine Street
 East Stroudsburg, PA 18301
 Mr. Tom McIntyre

<p>Resica Elementary School Roof Replacement 287011</p> <p>For Services Rendered From April 27, 2019 To May 31, 2019</p> <p>DEI Fee = 7% of Construction Cost \$667,715 = \$46,740.05</p>
--

00 - Basic Services

<u>Contract Amount</u>	<u>Previously Billed</u>	<u>% Complete</u>	<u>Invoice Amount</u>
\$46,740.05	\$16,950.00	50.00	\$6,420.03

INVOICE TOTAL \$6,420.03

SCD

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D'HUY Engineering, Inc.
 One East Broad Street, Suite 310 Bethlehem, PA 18018
 Phone: 610.865.3000 Fax: 610.861.0181

INVOICE

No. 49464
 05/31/2019

East Stroudsburg Area School District

50 Vine Street
 East Stroudsburg, PA 18301
 Mr. Tom McIntyre

Trane Controls Oversight
287013
 For Services Rendered From April 27, 2019 To May 31, 2019

00 - Basic Services

<u>Contract Amount</u>	<u>Previously Billed</u>	<u>% Complete</u>	<u>Invoice Amount</u>
\$26,255.00	\$2,689.01	30.00	\$5,187.49

INVOICE TOTAL \$5,187.49

(SCD)

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APPLICATION AND CERTIFICATION FOR PAYMENT

To (Owner): East Stroudsburg Area School District
 50 Vine Street, East Stroudsburg, PA 18301

Project: North Campus Camera Installation

From (Contractor): Guyette Communications Industries
 90 Narrows Road, Plymouth, PA 18651

Via Architect: D'Huy Engineering, Inc

Contract For: General Construction Services / Design Build

Application No: 1

Period to: 04/30/2019

Start date: 04/18/2019

Architect: Contractor:

Project No: 287012

Contract Date:

Contractor's Application for Payment

Change Order Summary			Additions
C.O. Authorized	Date Approved	Description	
Authorization 1	Date Approved		\$0.00
Authorization 2	Date Approved		\$0.00
Authorization 3	Date Approved		\$0.00
Authorization 4	Date Approved		\$0.00
Authorization 5	Date Approved		\$0.00
Authorization 6	Date Approved		\$0.00
Authorization 7	Date Approved		\$0.00
Authorization 8	Date Approved		\$0.00
Totals			\$0.00
Net change by Change Orders			Total Change Order amount ==>>
			\$0.00

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

Contractor: Guyette Communications Industries
 BY: *Mary Beth Guyette* Date: 4/30/19

Application is made for Payment, as shown below, in connection with the Contract Continuation sheet AIA Document G703 is attached.

1. Original Contract Sum	\$342,736.00
2. Net Change by Change orders	\$0.00
3. Contract Sum to date	\$342,736.00
4. Total Complete & Stored to date	\$102,955.00
Column G on G703	
5. Retainage:	
a. 10 %	\$102,955.00
b. 10 %	\$0.00
10 % of completed work (Column D&E on G703)	\$0.00
10 % of Stored Material (Column F on G703)	\$0.00
Total Retainage (line 5a + 5b or Total in Column I of G703)	\$10,295.50
6. Total Earned Less Retainage	\$92,659.50
(Line 4 less Line 5 total)	
7. Less Previous Certificates for Payments (line 6 from Prior Certificate)	\$0.00
8. Current Payment Due	\$92,659.50
9. Balance to Finish, Plus Retainage	\$250,076.50
(Line 3 less Line 6)	

Slate of PA County of Luzerne Day of April, 2019

Subscribed and sworn to before me this 30th Day of April, 2019

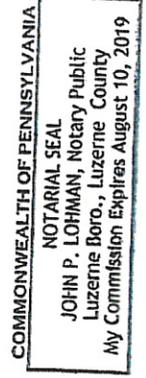
Notary Public: JENNI P LOHMAN

My Commission expires: AUGUST 10, 2019

RECOMMENDED FOR PAYMENT: *Joshua Garice*

5/5/19

D'HUY ENGINEERING, INC.



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CONTINUATION SHEET

Document G703

Document G702 APPLICATION AND CERTIFICATION FOR PAYMENT, containing,

Contractor's Signed, Certification is attached
 In Tabulations below, amounts are stated to the nearest dollar.
 Use Column 1 on Contracts where variable retainage for line items may apply

APPLICATION NUMBER: 1

APPLICATION DATE: April 30, 2019

PERIOD TO: April 30, 2019

ARCHITECT'S PROJECT NO: 287012

A Line No.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK FROM PREVIOUS APPLICATION (D+E)		E COMPLETED THIS PERIOD	F MATERIAL PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	PERCENT (G / C)	H BALANCE TO FINISH (C-G)	I Retainer amounts
1	Bonds and Submittals	\$6,500.00	\$0.00	\$0.00	\$6,500.00	\$0.00	\$6,500.00	100.00%	\$0.00	\$650.00
2	Delivery of Cat6A cable	\$49,600.00	\$0.00	\$0.00	\$49,600.00	\$0.00	\$49,600.00	100.00%	\$0.00	\$4,960.00
3	Run cable at Bushkill (46 cameras)	\$17,510.00	\$0.00	\$0.00	\$17,510.00	\$0.00	\$17,510.00	100.00%	\$0.00	\$1,751.00
4	Install sleeve, patch panel, jacks, test, camera, aim	\$7,008.00	\$0.00	\$0.00	\$7,008.00	\$0.00	\$7,008.00	100.00%	\$0.00	\$700.80
5	Run cable at High School (152 cameras)	\$57,760.00	\$0.00	\$0.00	\$57,760.00	\$0.00	\$57,760.00	26.97%	\$42,180.00	\$1,558.00
6	Install sleeve, patch panel, jacks, test, camera, aim	\$23,256.00	\$0.00	\$0.00	\$2,907.00	\$0.00	\$2,907.00	12.50%	\$20,349.00	\$290.70
7	Run cable at Lehman (130 cameras)	\$49,400.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$49,400.00	\$0.00
8	Install sleeve, patch panel, jacks, test, camera, aim	\$19,890.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$19,890.00	\$0.00
9	Run cable at Bus Garage and Services	\$6,460.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$6,460.00	\$0.00
10	Install sleeve, patch panel, jacks, test, camera, aim	\$2,601.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$2,601.00	\$0.00
11	Remove old cameras	\$16,800.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	5.95%	\$15,800.00	\$100.00
12	Excavation, Dual 4" conduits and Quasite boxes	\$23,806.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$16,800.00	\$0.00
13	Fiber, Install, Term and Test	\$5,900.00	\$0.00	\$0.00	\$2,850.00	\$0.00	\$2,850.00	48.31%	\$3,050.00	\$285.00
14	Q Allowance #1 100 each Unit Price 1 Cable Install	\$11,400.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$23,806.00	\$0.00
15	Q Allowance #2 25 each Unit Price 2 Camera Install	\$13,325.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$5,900.00	\$0.00
16	Q Allowance #3 240 hours Unit Price 3 Journeyman labor	\$28,320.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$11,400.00	\$0.00
17	Closeout	\$3,200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$3,200.00	\$0.00
18										
19										
	Additional Items	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00
	Total Original Contract sum	\$342,736.00	\$0.00	\$0.00	\$102,955.00	\$0.00	\$102,955.00	30.04%	\$239,781.00	\$10,295.50
	Add-ons	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!	\$0.00	\$0.00
	Change order amount total	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!	\$0.00	\$0.00
	Grand Totals	\$342,736.00	\$0.00	\$0.00	\$102,955.00	\$0.00	\$102,955.00	30.04%	\$239,781.00	\$10,295.50
	Current Payment request minus retainer amount						\$102,955.00	Minus Retainer =	\$92,659.50	

Total of original contract and change orders

\$342,736.00

Current Payment request and previous certificate amount

\$92,659.50

27.04%

\$250,076.50

375

APPLICATION AND CERTIFICATION FOR PAYMENT

To (Owner): East Stroudsburg Area School District
 50 Vine Street, East Stroudsburg, PA 18301

From (Contractor): Guyette Communications Industries
 90 Narrows Road, Plymouth, PA 18651

Contract For: General Construction Services / Design Build

Project: North Campus Camera Installation

Via Architect: D'Huy Engineering, Inc

Period to: 05/24/2019

Start date: 04/18/2019

Architect: Project No. 287012

Contract Date:

Distribution to:
 Owner:
 Architect:
 Contractor:

Contractor's Application for Payment

Change Order Summary			
C.O. Authorized	Date Approved	Description	Additions
Authorization 1	Date Approved		\$0.00
Authorization 2	Date Approved		\$0.00
Authorization 3	Date Approved		\$0.00
Authorization 4	Date Approved		\$0.00
Authorization 5	Date Approved		\$0.00
Authorization 6	Date Approved		\$0.00
Authorization 7	Date Approved		\$0.00
Authorization 8	Date Approved		\$0.00
Totals			\$0.00
Net change by Change Orders			Total Change Order amount ==>>>

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Application is made for Payment, as shown below, in connection with the Contract Continuation sheet A/A Document G703 is attached.

1. Original Contract Sum	\$342,736.00
2. Net Change by Change orders	\$0.00
3. Contract Sum to date	\$342,736.00
4. Total Complete & Stored to date	\$184,096.00
Column G on G703	
5. Retainage:	
a. 10 %	\$184,096.00
10 % of completed work (Column D&E on G703)	\$18,409.60
b. 10 %	\$0.00
10 % of Stored Material (Column F on G703)	\$0.00
Total Retainage (line 5a + 5b or Total in Column I of G703)	\$18,409.60
6. Total Earned Less Retainage	\$165,686.40
(Line 4 less Line 5 total)	

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

7. Less Previous Certificates for Payments (line 6 from Prior Certificate)	\$92,659.50
8. Current Payment Due	\$73,026.90
9. Balance to Finish, Plus Retainage	\$177,049.60
(Line 3 less Line 6)	

State of PA County of _____

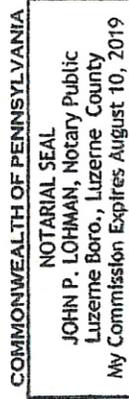
Subscribed and sworn to before me this 21ST Day of May, 2019.

Notary Public: JOHN P. LOHMAN

My Commission expires: AUGUST 10 2019

RECOMMENDED FOR PAYMENT: 6/5/19

Joshua Gorice
 JOSHUA GORICE
 D'HUY ENR, INC.



Contractor: Guyette Communications Industries

By: Maybeth Guyette Date: 5/21/19

CONTINUATION SHEET

Document G703

Document G702 APPLICATION AND CERTIFICATION FOR PAYMENT, containing,

Contractor's Signed, Certification is attached

In Tabulations below, amounts are stated to the nearest dollar.

Use Column 1 on Contracts where variable retainage for line items may apply

APPLICATION NUMBER:

APPLICATION DATE:

PERIOD TO:

ARCHITECT'S PROJECT NO:

2

May 21, 2019

May 24, 2019

287012

A Line No.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK FROM PREVIOUS APPLICATION (D+E)		E COMPLETED THIS PERIOD	F MATERIAL PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F+)	PERCENT (G / C)	H BALANCE TO FINISH (C-G)	I Retainer amounts
1	Bonds and Submittals	\$6,500.00	\$6,500.00	\$0.00	\$0.00	\$0.00	\$6,500.00	100.00%	\$0.00	\$650.00
2	Delivery of Cat6A cable	\$49,600.00	\$49,600.00	\$0.00	\$0.00	\$0.00	\$49,600.00	100.00%	\$0.00	\$4,960.00
3	Run cable at Bushkill (46 cameras)	\$17,510.00	\$17,510.00	\$0.00	\$0.00	\$0.00	\$17,510.00	100.00%	\$0.00	\$1,751.00
4	Install sleeve, patch panel, jacks, test, camera, aim	\$7,008.00	\$7,008.00	\$0.00	\$0.00	\$0.00	\$7,008.00	100.00%	\$0.00	\$700.80
5	Run cable at High School (152 cameras)	\$57,760.00	\$15,580.00	\$42,180.00	\$0.00	\$0.00	\$57,760.00	100.00%	\$0.00	\$5,776.00
6	Install sleeve, patch panel, jacks, test, camera, aim	\$23,256.00	\$2,907.00	\$19,000.00	\$0.00	\$0.00	\$21,907.00	94.20%	\$1,349.00	\$2,190.70
7	Run cable at Lehman (130 cameras)	\$49,400.00	\$0.00	\$9,900.00	\$0.00	\$0.00	\$9,900.00	20.04%	\$39,500.00	\$990.00
8	Install sleeve, patch panel, jacks, test, camera, aim	\$19,890.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$19,890.00	\$0.00
9	Run cable at Bus Garage and Services	\$6,460.00	\$0.00	\$6,460.00	\$0.00	\$0.00	\$6,460.00	100.00%	\$0.00	\$646.00
10	Install sleeve, patch panel, jacks, test, camera, aim	\$2,601.00	\$0.00	\$2,601.00	\$0.00	\$0.00	\$2,601.00	100.00%	\$0.00	\$260.10
11	Remove old cameras	\$16,800.00	\$1,000.00	\$1,000.00	\$0.00	\$0.00	\$2,000.00	11.90%	\$14,800.00	\$200.00
12	Excavation, Dual 4" conduits and Quasite boxes	\$23,806.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$16,800.00	\$0.00
13	Fiber, Install, Term and Test	\$5,900.00	\$2,850.00	\$0.00	\$0.00	\$0.00	\$2,850.00	48.31%	\$3,050.00	\$285.00
14	Q Allowance #1 100 each Unit Price 1 Cable install	\$11,400.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$23,806.00	\$0.00
15	Q Allowance #2 25 each Unit Price 2 Camera install	\$13,325.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$5,900.00	\$0.00
16	Q Allowance #3 240 hours Unit Price 3 Journeyman labor	\$26,320.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$11,400.00	\$0.00
17	Closeout	\$3,200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$3,200.00	\$0.00
18										
19										
	Additional Items	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00
	Total Original Contract sum	\$342,736.00	\$102,955.00	\$81,141.00	\$0.00	\$0.00	\$184,096.00	53.71%	\$158,640.00	\$18,409.60
	Add-ons	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!	\$0.00	\$0.00
	Change order amount total	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!	\$0.00	\$0.00
	Grand Totals	\$342,736.00	\$102,955.00	\$81,141.00	\$0.00	\$0.00	\$184,096.00	53.71%	\$158,640.00	\$18,409.60
	Current Payment request minus retainer amount						\$81,141.00	Minus Retainer =	\$73,026.90	

Current Payment request and previous certificate amount

Total of original contract and change orders

\$342,736.00

\$73,026.90

21.31%

\$269,709.10

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APPLICATION AND CERTIFICATION FOR PAYMENT (SUMMARY SHEET)

INV NBR: 39855888

TO: EAST STROUDSBURG SCHOOL DIST

CONTRACT NAME: East Stroudsburg SD North L/H

APPLICATION NO: 01

APPLICATION DATE: 23-APR-19

PERIOD TO: 23-APR-19

CUST PROJECT NO: Signed Proposal

FROM: Trane
1185 NORTH WASHINGTON STREET

CONTRACT LOCATION:

WILKES BARRE, PA 18705

CONTRACT DATE: 27-NOV-18

CONTRACT NUMBER:

CID00068098

CUST PO NO: Signed Proposal

See applicable Tax Detail page(s)

APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract.

The undersigned Company Certifies that to the best of the Company's knowledge, information and belief, the work covered by this Application For Payment has been completed in accordance with the Contract Documents, and that current payment shown herein is now due

1. ORIGINAL CONTRACT SUM: \$2,838,638.00
2. Net Change by Change Orders: \$0.00
3. CONTRACT SUM TO DATE: (Line 1 +/- 2) \$2,838,638.00
4. TOTAL COMPLETED & STORED TO DATE: (Column G on Detail Sheet) \$282,749.78

5. RETAINAGE:

a. 10.00% of Completed Work: \$28,274.98

b. 0.00% of Stored Material: \$0.00

(Column F on Detail Sheet)

Total Retainage: \$28,274.98

(Line 5a + 5b or Total in Column I of Detail Sheet)

6. TOTAL EARNED LESS RETAINAGE:

(Line 4 less Line 5 Total) \$254,474.80

7. LESS PREVIOUS CERTIFICATES FOR PAYMENT:

(Line 6 from prior Certificate) \$0.00

8. CURRENT PAYMENT DUE:

Before applicable Sales Tax \$254,474.80

9. BALANCE TO FINISH, INCLUDING RETAINAGE:

(Line 3 less line 6) \$2,584,163.20

CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the undersigned company Certifies that to the best of their knowledge, information and belief, the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the company indicated above is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED: \$254,474.80

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Detail Sheet that are changed to conform to the amount certified.)

CERTIFIER:

BY: [Signature]

Date: 6/11/19

ACCEPTANCE:

BY: _____

Date: _____

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

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months	\$0.00	\$0.00
Total approved this Month	\$0.00	\$0.00
TOTALS	\$0.00	\$0.00
NET CHANGES by Change Order	\$0.00	

DETAIL SHEET

INV NBR: 39855888

APPLICATION AND CERTIFICATE FOR PAYMENT,
containing Certification, is attached.

APPLICATION NO: 01
APPLICATION DATE: 23-APR-19
PERIOD TO: 23-APR-19

CUST PO NUMBER: Signed Proposal
CONTRACT DATE: 27-NOV-18
CONTRACT NUMBER: CID00068098

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		E THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D + E + F)	H BALANCE TO FINISH (C - G)	I RETAINAGE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
1	Engineering	33,050.22	0.00	9,915.07	9,915.07	0.00	9,915.07	23,135.15	991.51
2	Mechanical Installation	634,094.00	0.00	0.00	0.00	0.00	0.00	634,094.00	0.00
3	Programming/Commissioning	248,096.12	0.00	4,961.92	4,961.92	0.00	4,961.92	243,134.20	496.19
4	Project Management	83,652.03	0.00	1,673.04	1,673.04	0.00	1,673.04	81,978.99	167.30
5	Material	933,131.83	0.00	186,626.37	186,626.37	0.00	186,626.37	746,505.46	18,662.64
6	Valves	110,880.00	0.00	0.00	0.00	0.00	0.00	110,880.00	0.00
7	ATC Installation	795,733.80	0.00	79,573.38	79,573.38	0.00	79,573.38	716,160.42	7,957.34
TOTAL		2,838,638.00	0.00	282,749.78	282,749.78	0.00	282,749.78	2,555,888.22	28,274.98

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TAX DETAIL SHEET

INV NBR: 39855888

APPLICATION AND CERTIFICATE FOR PAYMENT,
containing Certification, is attached.

APPLICATION NO: 01
APPLICATION DATE: 23-APR-19
PERIOD TO: 23-APR-19

CUST PO NUMBER: Signed Proposal
CONTRACT DATE: 27-NOV-18
CONTRACT NUMBER: CID00068098

Location: EAST STROUDSBURG SCHOOL DIST
257 TIMBERWOLF DRIVE

DINGMANS FERRY, PA 18328

Billing this period less retainage: \$254,474.80
Applicable Sales Taxes:
Tax State @ 0.00% \$0.00
Tax County @ 0.00% \$0.00
Tax City @ 0.00% \$0.00
Tax District @ 0.00% \$0.00

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e. FINANCES

(The following item(s) are to be deleted from the consensus motion at Board Member(s) request.)

i. 605 – Tax Levy

ACTION BY THE BOARD:

Motion was made by Larry Dymond to accept Option B of the proposal from BerkOne for the printing and mailing of the annual Homestead/Farmstead applications as required by Act 1 of 2006 in the amount of \$.3014 per application, in accordance with the recommendation of the Finance Committee. Motion was seconded by Richard Schlameuss and passed 8-1. Keith Karkut voted no.

(See pages 73-76)

ii. 613 – Cooperative Purchasing

1.

ACTION BY THE BOARD:

Motion was made by Keith Karkut to approve the proposal from IntegraOne for the purchase of security cameras, wall mounts, and software licenses at the North and South Campus in the amount of \$770,937.54, in accordance with the recommendations of the Property & Facilities and Finance Committees and as supplemented to include the South Campus. The prices are per Costars contract #003-085. Motion was seconded by Debbie Kulick and passed 8-1. Keith Karkut voted no.

(See pages 77-82)

2.

ACTION BY THE BOARD:

Motion was made by Wayne Rohner to approve the proposal from BYO Recreation in the amount of \$29,536.48 for the purchase and installation of playground equipment pursuant to COSTARS Contract, #014-186, in accordance with the recommendations of the Property & Facilities and Finance Committees. Motion was seconded by Lisa VanWhy and carried unanimously, 9-0.

(See pages 83-90)

3.

ACTION BY THE BOARD:

APPROVAL OF PROPOSAL. NEED INVOICE APPROVALS.

Motion was made by Wayne Rohner to approve the proposal from Trane pursuant to U.S. Communities Contract No. 15-JLP-023 and U.S. Communities Quote No. 31-543115-18-001 for the ATC Upgrade at High School North and Lehman Intermediate Schools in the amount of \$2,838,638.00 and, in addition, retain D'Huy Engineering for project management and development of reasonable milestones for payment schedule, in accordance with the recommendations of the Property & Facilities and Finance Committees. The above is subject to review of the proposal and contract terms and conditions by the Solicitor. Motion was seconded by Lisa VanWhy and carried unanimously, 9-0.

(See pages 91-101)



TRANE

Trane U.S. Inc.
3600 PAMMEL CREEK ROAD
LA CROSSE, WI 546017599

APR 26 2019

PAYMENT REQUISITION

BY: _____

Remit To: Trane U.S. Inc.
PO BOX 406469
ATLANTA, GA 30384-6469

TYPE	INVOICE
*** NUMBER	39855888
DATE	23-APR-19
PAGE	1
PURCHASE ORDER NUMBER	Signed Proposal
CONTRACT NAME	East Stroudsburg SD North LI/H
CUSTOMER ACCOUNT #	3644415
PREVIOUS #	

Bill To: EAST STROUDSBURG SCHOOL DIST
50 VINE STREET
EAST STROUDSBURG, PA 18301

Contract Name and Location: See applicable Tax Detail page(s)

Payment Terms	Due Date	Credit Job #	Contract #
N30	23-MAY-19	D424674	CID00068098

Application No. 01 for work completed thru 23-APR-19

1. ORIGINAL CONTRACT SUM:	\$2,838,638.00	4. TOTAL COMPLETED & STORED TO DATE:	\$282,749.78
2. Net Change by Change Orders:	\$0.00	a. Percentage Completed: <u>9.96%</u>	
3. CONTRACT SUM TO DATE:	\$2,838,638.00	5. RETAINAGE:	
		a. <u>10.00%</u> of Completed Work:	\$28,274.98
		b. <u>0.00%</u> of Stored Material:	\$0.00
		Total Retainage	\$28,274.98
		6. TOTAL EARNED LESS RETAINAGE:	\$254,474.80
		7. LESS PREVIOUS REQUESTS FOR PAYMENT:	\$0.00

8. CURRENT PROJECT PAYMENT DUE: (Before Applicable Sales Taxes)	\$254,474.80
9. Applicable Sales Taxes: See applicable Tax Detail page(s)	\$0.00
10. Amount Due This Requisition: Currency: USD	\$254,474.80
*** PLEASE REFERENCE NUMBER	39855888 WITH YOUR PAYMENT

Sections Included: Summary Sheet, Detail Sheet(s) and Tax Detail Sheet(s)

SPECIAL INSTRUCTIONS:

Federal Tax ID: 25-0900465

Form: 04241805

0.5% Discount:
*Payment within 10 days of invoice date
*Account must be current

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TRANE

Proposal

PROPRIETARY AND CONFIDENTIAL PROPERTY OF Trane U.S. Inc.
 DISTRIBUTION TO OTHER THAN THE NAMED RECIPIENT IS PROHIBITED
 © 2019 Trane All rights reserved

Prepared For:
East Stroudsburg Area School District

Date: April 3, 2019
Proposal Number: 2643083
Price guaranteed for 30 days

Job Name: Automatic Temperature Control for the High School North & Lehman Intermediate Water Heater Replacement

Contact:
Scott Ihle

Delivery Terms: FOB Destination

Payment Terms: Net 30 Days

Trane U.S. Inc. is pleased to provide the enclosed proposal for your review and approval.

INCLUDED:

- **Proposal:** Furnish and install a Trane Building Automation System as shown in January 2019 project specifications and design drawings P0.01, P3.01, P6.01, P7.01, P8.01, E0.01, E2.01 dated February 15, 2019.

SCOPE OF WORK:

- **Equipment to be controlled:**
 - Hot Water Boilers with status and alarm – Quantity (2)
 - Boiler Blend Pumps with status and alarm – Quantity (2)
 - Primary Hot Water Pumps with status and alarm – Quantity (2)
 - IWH CP Pumps with status and alarm – Quantity (6)
 - Combustion Fan Interlock
 - EPO Switch Annunciation
 - Immersion Sensors – Quantity (12)
- **Miscellaneous:**
ATC Engineering, ATC Drawings, As-built O&M, User Training, ATC low voltage wire. Wire method to be conduit in mechanical/electrical rooms. Program the new controller into the existing head end with new graphics (as the front end becomes available). All labor is based upon normal working hours Monday through Friday, 7:00am to 3:30pm, excluding holidays (unless otherwise noted).

NOT INCLUDED:

- Cutting, patching and painting
- Demolition
- Boiler manufacturer required wiring (boiler trim wiring)
- Installation of any valves, dampers, dry wells, water differential pressure sensors or switches
- Mechanical start-up
- Performance and maintenance bonding
- Permits and inspection fees
- Premium time
- Repair of existing components or equipment
- Temporary heating, cooling, ventilation
- Test & Balance
- Variable frequency drives

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Total Base Price.....\$ 35,650.00

Price excludes all applicable taxes

We very much appreciate this opportunity to provide this quotation and hope we may be of service to you. Should you have any questions or require any additional information, please do not hesitate to call.

Sincerely,

Keith Dougherty
Vince DeAngelis

Trane Company, US,
1185 N. Washington St.,
Wilkes-Barre, PA 18705,
Phone: 570-821-4960,
Fax: 866-483-5414

Proposal Acceptance:

Trane Company is authorized to proceed with the work as proposed:

Purchased by: _____

(Signature) _____

Date: _____

P.O. Number: _____

This proposal is subject to your acceptance of the attached Trane terms and conditions.

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TERMS AND CONDITIONS – COMMERCIAL INSTALLATION

"Company" shall mean Trane Canada ULC for Work performed in Canada, and Trane U.S. Inc. for Work performed in the United States.

1. **Acceptance; Agreement.** These terms and conditions are an integral part of Company's offer and form the basis of any agreement (the "Agreement") resulting from Company's proposal (the "Proposal") for the commercial goods and/or services described (the "Work"). COMPANY'S TERMS AND CONDITIONS ARE SUBJECT TO PERIODIC CHANGE OR AMENDMENT. The Proposal is subject to acceptance in writing by the party to whom this offer is made or an authorized agent ("Customer") delivered to Company within 30 days from the date of the Proposal. If Customer accepts the Proposal by placing an order, without the addition of any other terms and conditions of sale or any other modification, Customer's order shall be deemed acceptance of the Proposal subject to Company's terms and conditions. If Customer's order is expressly conditioned upon Company's acceptance or assent to terms and/or conditions other than those expressed herein, return of such order by Company with Company's terms and conditions attached or referenced serves as Company's notice of objection to Customer's terms and as Company's counter-offer to provide Work in accordance with the Proposal and the Company terms and conditions. If Customer does not reject or object in writing to Company within 10 days, Company's counter-offer will be deemed accepted. Customer's acceptance of the Work by Company will in any event constitute an acceptance by Customer of Company's terms and conditions. This Agreement is subject to credit approval by Company. Upon disapproval of credit, Company may delay or suspend performance or, at its option, renegotiate prices and/or terms and conditions with Customer. If Company and Customer are unable to agree on such revisions, this Agreement shall be cancelled without any liability, other than Customer's obligation to pay for Work rendered by Company to the date of cancellation.
2. **Pricing and Taxes.** Unless otherwise noted, the price in the Proposal includes standard ground transportation and, if required by law, all sales, consumer, use and similar taxes legally enacted as of the date hereof for equipment and material installed by Company. Tax exemption is contingent upon Customer furnishing appropriate certificates evidencing Customer's tax exempt status. Company shall charge Customer additional costs for bonds agreed to be provided. Equipment sold on an uninstalled basis and any taxable labor/labour do not include sales tax and taxes will be added. Following acceptance without addition of any other terms and condition of sale or any other modification by Customer, the prices stated are firm provided that notification of release for immediate production and shipment is received at the factory not later than 3 months from order receipt. If such release is received later than 3 months from order receipt date, prices will be increased a straight 1% (not compounded) for each one-month period (or part thereof) beyond the 3 month firm price period up to the date of receipt of such release. If such release is not received within 6 months after date of order receipt, the prices are subject to renegotiation, or at Company's option, the order will be cancelled. Any delay in shipment caused by Customer's actions will subject prices to increase equal to the percentage increase in list prices during that period of delay and Company may charge Customer with incurred storage fees.
3. **Exclusions from Work.** Company's obligation is limited to the Work as defined and does not include any modifications to the Work site under the Americans With Disabilities Act or any other law or building code(s). In no event shall Company be required to perform work Company reasonably believes is outside of the defined Work without a written change order signed by Customer and Company.
4. **Performance.** Company shall perform the Work in accordance with industry standards generally applicable in the area under similar circumstances as of the time Company performs the Work. Company may refuse to perform any Work where working conditions could endanger property or put at risk the safety of persons. Unless otherwise agreed to by Customer and Company, at Customer's expense and before the Work begins, Customer will provide any necessary access platforms, catwalks to safely perform the Work in compliance with OSHA or state industrial safety regulations.
5. **Payment.** Customer shall pay Company's invoices within net 30 days of invoice date. Company may invoice Customer for all equipment or material furnished, whether delivered to the installation site or to an off-site storage facility and for all Work performed on-site or off-site. No retention shall be withheld from any payments except as expressly agreed in writing by Company, in which case retention shall be reduced per the contract documents and released no later than the date of substantial completion. Under no circumstances shall any retention be withheld for the equipment portion of the order. If payment is not received as required, Company may suspend performance and the time for completion shall be extended for a reasonable period of time not less than the period of suspension. Customer shall be liable to Company for all reasonable shutdown, standby and start-up costs as a result of the suspension. Company reserves the right to add to any account outstanding for more than 30 days a service charge equal to 1.5% of the principal amount due at the end of each month. Customer shall pay all costs (including attorneys' fees) incurred by Company in attempting to collect amounts due and otherwise enforcing these terms and conditions. If requested, Company will provide appropriate lien waivers upon receipt of payment. Customer agrees that, unless Customer makes payment in advance, Company will have a purchase money security interest in all equipment from Company to secure payment in full of all amounts due Company and its order for the equipment, together with these terms and conditions, form a security agreement. Customer shall keep the equipment free of all taxes and encumbrances, shall not remove the equipment from its original installation point and shall not assign or transfer any interest in the equipment until all payments due Company have been made.
6. **Time for Completion.** Except to the extent otherwise expressly agreed in writing signed by an authorized representative of Company, all dates provided by Company or its representatives for commencement, progress or completion are estimates only. While Company shall use commercially reasonable efforts to meet such estimated dates, Company shall not be responsible for any damages for its failure to do so.
7. **Access.** Company and its subcontractors shall be provided access to the Work site during regular business hours, or such other hours as may be requested by Company and acceptable to the Work site' owner or tenant for the performance of the Work, including sufficient areas for staging, mobilization, and storage. Company's access to correct any emergency condition shall not be restricted. Customer grants to Company the right to remotely connect (via phone modem, internet or other agreed upon means) to Customer's building automation system (BAS) and or HVAC equipment to view, extract, or otherwise collect and retain data from the BAS, HVAC equipment, or other building systems, and to diagnose and remotely make repairs at Customer's request.
8. **Completion.** Notwithstanding any other term or condition herein, when Company informs Customer that the Work has been completed, Customer shall inspect the Work in the presence of Company's representative, and Customer shall either (a) accept the Work in its entirety in writing, or (b) accept the Work in part and specifically identify, in writing, any exception items. Customer agrees to re-inspect any and all excepted items as soon as Company informs Customer that all such excepted items have been completed. The initial acceptance inspection shall take place within ten (10) days from the date when Company informs Customer that the Work has been completed. Any subsequent re-inspection of excepted items shall take place within five (5) days from the date when Company informs Customer that the excepted items have been completed. Customer's failure to cooperate and complete any of said inspections within the required time limits shall constitute complete acceptance of the Work as of ten (10) days from date when Company informs Customer that the Work, or the excepted items, if applicable, has/have been completed.
9. **Permits and Governmental Fees.** Company shall secure (with Customer's assistance) and pay for building and other permits and governmental fees, licenses, and inspections necessary for proper performance and completion of the Work which are legally required when bids from Company's subcontractors are received, negotiations thereon concluded, or the effective date of a relevant Change Order, whichever is later. Customer is responsible for necessary approvals, easements, assessments and charges for construction, use or occupancy of permanent structures or for permanent changes to existing facilities. If the cost of such permits, fees, licenses and inspections are not included in the Proposal, Company will invoice Customer for such costs.
10. **Utilities During Construction.** Customer shall provide without charge to Company all water, heat, and utilities required for performance of the Work.
11. **Concealed or Unknown Conditions.** In the performance of the Work, if Company encounters conditions at the Work site that are (i) subsurface or otherwise concealed physical conditions that differ materially from those indicated on drawings expressly incorporated herein or (ii) unknown physical conditions of an unusual nature that differ materially from those conditions ordinarily found to exist and generally recognized as inherent in construction activities of the type and character as the Work, Company shall notify Customer of such conditions promptly, prior to significantly disturbing same. If such conditions differ materially and cause an increase in Company's cost of, or time required for, performance of any part of the Work, Company shall be entitled to, and Customer shall consent by Change Order to, an equitable adjustment in the Contract Price, contract time, or both.
12. **Pre-Existing Conditions.** Company is not liable for any claims, damages, losses, or expenses, arising from or related to conditions that existed in, on, or upon the Work site before the Commencement Date of this Agreement ("Pre-Existing Conditions"), including, without limitation, damages, losses, or expenses involving Pre-Existing Conditions of building envelope issues, mechanical issues, plumbing issues, and/or indoor air quality issues involving mold/mould and/or fungi. Company also is not liable for any claims, damages, losses, or expenses, arising from or related to work done by or services provided by individuals or entities that are not employed by or hired by Company.
13. **Asbestos and Hazardous Materials.** Company's Work and other services in connection with this Agreement expressly excludes any identification, abatement, cleanup, control, disposal, removal or other work connected with asbestos, polychlorinated biphenyl ("PCB"), or other hazardous materials (hereinafter, collectively, "Hazardous Materials"). Customer warrants and represents that, except as set forth in a writing signed by Company, there are no Hazardous Materials on the Work site that will in any way affect Company's Work and Customer has disclosed to Company the existence and location of any Hazardous Materials in all areas within which Company will be performing the Work. Should Company become aware of or suspect the presence of Hazardous Materials, Company may immediately stop work in the affected area and shall notify Customer. Customer will be exclusively responsible for taking any and all action necessary to correct the condition in accordance with all applicable laws and regulations. Customer shall be exclusively responsible for and, to the fullest extent permitted by law, shall indemnify and hold harmless Company (including its employees, agents and subcontractors) from and against any loss, claim, liability, fees, penalties, injury (including death) or liability of any nature, and the payment thereof arising out of or relating to any Hazardous Materials on or about the Work site, not brought onto the Work site by Company. Company shall be required to resume performance of the Work in the affected area only in the absence of Hazardous Materials or when the affected area has been rendered harmless. In no event shall Company be obligated to transport or handle Hazardous Materials, provide any notices to any governmental agency, or examine the Work site for the presence of Hazardous Materials.
14. **Force Majeure.** Company's duty to perform under this Agreement is contingent upon the non-occurrence of an Event of Force Majeure. If Company shall be unable to carry out any material obligation under this Agreement due to an Event of Force Majeure, this Agreement shall at Company's election (i) remain in effect but Company's obligations shall be suspended until the uncontrollable event terminates or (ii) be terminated upon 10 days notice to Customer, in which event Customer shall pay Company for all parts of the Work furnished to the date of termination. An "Event of Force Majeure" shall mean any cause or event beyond the control of Company. Without limiting the

foregoing, "Event of Force Majeure" includes: acts of God; acts of terrorism, war or the public enemy; flood; earthquake; tornado; storm; fire; civil disobedience; pandemic insurrections; riots; labor/labour disputes; labor/labour or material shortages; sabotage; restraint by court order or public authority (whether valid or invalid), and action or non-action by or inability to obtain or keep in force the necessary governmental authorizations, permits, licenses, certificates or approvals if not caused by Company; and the requirements of any applicable government in any manner that diverts either the material or the finished product to the direct or indirect benefit of the government.

15. Customer's Breach. Each of the following events or conditions shall constitute a breach by Customer and shall give Company the right, without an election of remedies, to terminate this Agreement or suspend performance by delivery of written notice: (1) Any failure by Customer to pay amounts when due; or (2) any general assignment by Customer for the benefit of its creditors, or if Customer becomes bankrupt or insolvent or takes the benefit of any statute for bankrupt or insolvent debtors, or makes or proposes to make any proposal or arrangement with creditors, or if any steps are taken for the winding up or other termination of Customer or the liquidation of its assets, or if a trustee, receiver, or similar person is appointed over any of the assets or interests of Customer; (3) Any representation or warranty furnished by Customer in this Agreement is false or misleading in any material respect when made; or (4) Any failure by Customer to perform or comply with any material provision of this Agreement. Customer shall be liable to Company for all Work furnished to date and all damages sustained by Company (including lost profit and overhead)

16. Indemnity. To the fullest extent permitted by law, Company and Customer shall indemnify, defend and hold harmless each other from any and all claims, actions, costs, expenses, damages and liabilities, including reasonable attorneys' fees, resulting from death or bodily injury or damage to real or tangible personal property, to the extent caused by the negligence or misconduct of their respective employees or other authorized agents in connection with their activities within the scope of this Agreement. Neither party shall indemnify the other against claims, damages, expenses or liabilities to the extent attributable to the acts or omissions of the other party. If the parties are both at fault, the obligation to indemnify shall be proportional to their relative fault. The duty to indemnify will continue in full force and effect, notwithstanding the expiration or early termination hereof, with respect to any claims based on facts or conditions that occurred prior to expiration or termination.

17. Limitation of Liability. NOTWITHSTANDING ANYTHING TO THE CONTRARY, IN NO EVENT SHALL COMPANY BE LIABLE FOR ANY SPECIAL, INCIDENTAL, INDIRECT CONSEQUENTIAL, OR PUNITIVE OR EXEMPLARY DAMAGES (INCLUDING WITHOUT LIMITATION BUSINESS INTERRUPTION, LOST DATA, LOST REVENUE, LOST PROFITS, LOST DOLLAR SAVINGS, OR LOST ENERGY USE SAVINGS, EVEN IF A PARTY HAS BEEN ADVISED OF SUCH POSSIBLE DAMAGES OR IF SAME WERE REASONABLY FORESEEABLE AND REGARDLESS OF WHETHER THE CAUSE OF ACTION IS FRAMED IN CONTRACT, NEGLIGENCE, ANY OTHER TORT, WARRANTY, STRICT LIABILITY, OR PRODUCT LIABILITY). In no event will Company's liability in connection with the provision of products or services or otherwise under this Agreement exceed the entire amount paid to Company by Customer under this Agreement.

18. Patent Indemnity. Company shall protect and indemnify Customer from and against all claims, damages, judgments and loss arising from infringement or alleged infringement of any United States patent by any of the goods manufactured by Company and delivered hereunder, provided that in the event of suit or threat of suit for patent infringement, Company shall promptly be notified and given full opportunity to negotiate a settlement. Company does not warrant against infringement by reason of Customer's design of the articles or the use thereof in combination with other materials or in the operation of any process. In the event of litigation, Customer agrees to reasonably cooperate with Company. In connection with any proceeding under the provisions of this Section, all parties concerned shall be entitled to be represented by counsel at their own expense.

19. Limited Warranty. Company warrants for a period of 12 months from the date of substantial completion ("Warranty Period") commercial equipment manufactured and installed by Company against failure due to defects in material and manufacture and that the labor/labour furnished is warranted to have been properly performed (the "Limited Warranty"). Trane equipment sold on an uninstalled basis is warranted in accordance with Company's standard warranty for supplied equipment. **Product manufactured by Company that includes required startup and is sold in North America will not be warranted by Company unless Company performs the product start-up.** Substantial completion shall be the earlier of the date that the Work is sufficiently complete so that the Work can be utilized for its intended use or the date that Customer receives beneficial use of the Work. If such defect is discovered within the Warranty Period, Company will correct the defect or furnish replacement equipment (or, at its option, parts therefor) and, if said equipment was installed pursuant hereto, labor/labour associated with the replacement of parts or equipment not conforming to this Limited Warranty. Defects must be reported to Company within the Warranty Period. Exclusions from this Limited Warranty include damage or failure arising from: wear and tear; corrosion, erosion, deterioration; Customer's failure to follow the Company-provided maintenance plan; refrigerant not supplied by Trane; and modifications made by others to Company's equipment. Company shall not be obligated to pay for the cost of lost refrigerant. Notwithstanding the foregoing, all warranties provided herein terminate upon termination or cancellation of this Agreement. No warranty liability whatsoever shall attach to Company until the Work has been paid for in full and then said liability shall be limited to the lesser of Company's cost to correct the defective Work and/or the purchase price of the equipment shown to be defective. Equipment, material and/or parts that are not manufactured by Company are not warranted by Company and have such warranties as may be extended by the respective manufacturer. **THE WARRANTY AND LIABILITY SET FORTH IN THIS AGREEMENT ARE IN LIEU OF ALL OTHER WARRANTIES AND LIABILITIES, WHETHER IN CONTRACT OR IN NEGLIGENCE, EXPRESS OR IMPLIED, IN LAW OR IN FACT, INCLUDING IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE AND/OR OTHERS ARISING FROM COURSE OF DEALING OR TRADE. COMPANY MAKES NO REPRESENTATION OR WARRANTY EXPRESS OR IMPLIED REGARDING PREVENTION BY THE WORK, OR ANY COMPONENT THEREOF, OF MOLD/MOULD, FUNGUS, BACTERIA, MICROBIAL GROWTH, OR ANY OTHER CONTAMINATES. COMPANY SPECIFICALLY DISCLAIMS ANY LIABILITY IF THE WORK OR ANY COMPONENT THEREOF IS USED TO PREVENT OR INHIBIT THE GROWTH OF SUCH MATERIALS.**

20. Insurance. Company agrees to maintain the following insurance while the Work is being performed with limits not less than shown below and will, upon request from Customer, provide a Certificate of evidencing the following coverage:

Commercial General Liability	\$2,000,000 per occurrence
Automobile Liability	\$2,000,000 CSL
Workers Compensation	Statutory Limits

If Customer has requested to be named as an additional insured under Company's insurance policy, Company will do so but only subject to Company's manuscript additional insured endorsement under its primary Commercial General Liability policies. In no event does Company waive its right of subrogation.

21. Commencement of Statutory Limitation Period. Except as to warranty claims, as may be applicable, any applicable statutes of limitation for acts or failures to act shall commence to run, and any alleged cause of action stemming therefrom shall be deemed to have accrued, in any and all events not later than the last date that Company or its subcontractors physically performed work on the project site.

22. General. Except as provided below, to the maximum extent provided by law, this Agreement is made and shall be interpreted and enforced in accordance with the laws of the state or province in which the Work is performed, without regard to choice of law principles which might otherwise call for the application of a different state's or province's law. Any dispute arising under or relating to this Agreement that is not disposed of by agreement shall be decided by litigation in a court of competent jurisdiction located in the state or province in which the Work is performed. Any action or suit arising out of or related to this Agreement must be commenced within one year after the cause of action has accrued. To the extent the Work site is owned and/or operated by any agency of the Federal Government, determination of any substantive issue of law shall be according to the Federal common law of Government contracts as enunciated and applied by Federal judicial bodies and boards of contract appeals of the Federal Government. This Agreement contains all of the agreements, representations and understandings of the parties and supersedes all previous understandings, commitments or agreements, oral or written, related to the subject matter hereof. This Agreement may not be amended, modified or terminated except by a writing signed by the parties hereto. No documents shall be incorporated herein by reference except to the extent Company is a signatory thereon. If any term or condition of this Agreement is invalid, illegal or incapable of being enforced by any rule of law, all other terms and conditions of this Agreement will nevertheless remain in full force and effect as long as the economic or legal substance of the transaction contemplated hereby is not affected in a manner adverse to any party hereto. Customer may not assign, transfer, or convey this Agreement, or any part hereof, or its right, title or interest herein, without the written consent of the Company. Subject to the foregoing, this Agreement shall be binding upon and inure to the benefit of Customer's permitted successors and assigns. This Agreement may be executed in several counterparts, each of which when executed shall be deemed to be an original, but all together shall constitute but one and the same Agreement. A fully executed facsimile copy hereof or the several counterparts shall suffice as an original.

23. Equal Employment Opportunity/Affirmative Action Clause. Company is a federal contractor that complies fully with Executive Order 11246, as amended, and the applicable regulations contained in 41 C.F.R. Parts 60-1 through 60-60, 29 U.S.C. Section 793 and the applicable regulations contained in 41 C.F.R. Part 60-741; and 38 U.S.C. Section 4212 and the applicable regulations contained in 41 C.F.R. Part 60-250 Executive Order 13496 and Section 29 CFR 471, appendix A to subpart A, regarding the notice of employee rights in the United States and with Canadian Charter of Rights and Freedoms Schedule B to the Canada Act 1982 (U.K.) 1982, c. 11 and applicable Provincial Human Rights Codes and employment law in Canada.

24. U.S. Government Work.

The following provision applies only to direct sales by Company to the US Government. The Parties acknowledge that all items or services ordered and delivered under this Agreement are Commercial Items as defined under Part 12 of the Federal Acquisition Regulation (FAR). In particular, Company agrees to be bound only by those Federal contracting clauses that apply to "commercial" suppliers and that are contained in FAR 52.212-5(e)(1). Company complies with 52.219-8 or 52.219-9 in its service and installation contracting business.

The following provision applies only to indirect sales by Company to the US Government. As a Commercial Item Subcontractor, Company accepts only the following mandatory flow down provisions: 52.219-8; 52.222-26; 52.222-35; 52.222-36; 52.222-39; 52.247-64. If the Work is in connection with a U.S. Government contract, Customer certifies that it has provided and will provide current, accurate, and complete information, representations and certifications to all government officials, including but not limited to the contracting officer and officials of the Small Business Administration, on all matters related to the prime contract, including but not limited to all aspects of its ownership, eligibility, and performance. Anything herein notwithstanding, Company will have no obligations to Customer unless and until Customer provides Company with a true, correct and complete executed copy of the prime contract. Upon request, Customer will provide copies to Company of all requested written communications with any government

official related to the prime contract prior to or concurrent with the execution thereof, including but not limited to any communications related to Customer's ownership, eligibility or performance of the prime contract. Customer will obtain written authorization and approval from Company prior to providing any government official any information about Company's performance of the work that is the subject of the Proposal or this Agreement, other than the Proposal or this Agreement.

25. Limited Waiver of Sovereign Immunity. If Customer is an Indian tribe (in the U.S.) or a First Nation or Band Council (in Canada), Customer, whether acting in its capacity as a government, governmental entity, a duly organized corporate entity or otherwise, for itself and for its agents, successors, and assigns: (1) hereby provides this limited waiver of its sovereign immunity as to any damages, claims, lawsuit, or cause of action (herein "Action") brought against Customer by Company and arising or alleged to arise out of the furnishing by Company of any product or service under this Agreement, whether such Action is based in contract, tort, strict liability, civil liability or any other legal theory; (2) agrees that jurisdiction and venue for any such Action shall be proper and valid (a) if Customer is in the U.S., in any state or United States court located in the state in which Company is performing this Agreement or (b) if Customer is in Canada, in the superior court of the province or territory in which the work was performed; (3) expressly consents to such Action, and waives any objection to jurisdiction or venue; (4) waives any requirement of exhaustion of tribal court or administrative remedies for any Action arising out of or related to this Agreement; and (5) expressly acknowledges and agrees that Company is not subject to the jurisdiction of Customer's tribal court or any similar tribal forum, that Customer will not bring any action against Company in tribal court, and that Customer will not avail itself of any ruling or direction of the tribal court permitting or directing it to suspend its payment or other obligations under this Agreement. The individual signing on behalf of Customer warrants and represents that such individual is duly authorized to provide this waiver and enter into this Agreement and that this Agreement constitutes the valid and legally binding obligation of Customer, enforceable in accordance with its terms.

1-26.251-10(0315)
Supersedes 1-26.251-10(0614)



TRANE

Proposal

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Prepared For:
East Stroudsburg Area School District

Date: June 4, 2019_REV #1
Proposal Number: 2643083
Price guaranteed for 30 days

Job Name: Automatic Temperature Control for the High School North & Lehman Intermediate Water Heater Replacement

Contact:
Scott Ihle

Delivery Terms: FOB Destination

Payment Terms: Net 30 Days

Trane U.S. Inc. is pleased to provide the enclosed proposal for your review and approval.

INCLUDED:

- **Proposal:** Furnish and install a Trane Building Automation System as shown in January 2019 project specifications and design drawings P0.01, P3.01, P6.01, P7.01, P8.01, E0.01, E2.01 dated February 15, 2019.

SCOPE OF WORK:

- **Equipment to be controlled:**
 - Hot Water Boilers with status and alarm – Quantity (2)
 - Boiler Blend Pumps with status and alarm – Quantity (2)
 - Primary Hot Water Pumps with status and alarm – Quantity (2)
 - IWH CP Pumps with status and alarm – Quantity (6)
 - Combustion Fan Interlock
 - EPO Switch Annunciation
 - Immersion Sensors – Quantity (12)
- **Miscellaneous:**
ATC Engineering, ATC Drawings, As-built O&M, User Training, ATC low voltage wire. Wire method to be conduit in mechanical/electrical rooms. Program the new controller into the existing head end with new graphics (as the front end becomes available). All labor is based upon normal working hours Monday through Friday, 7:00am to 3:30pm, excluding holidays (unless otherwise noted).

NOT INCLUDED:

- Cutting, patching and painting
- Demolition
- Boiler manufacturer required wiring (boiler trim wiring)
- Installation of any valves, dampers, dry wells, water differential pressure sensors or switches
- Mechanical start-up
- Performance and maintenance bonding
- Permits and inspection fees
- Premium time
- Repair of existing components or equipment
- Temporary heating, cooling, ventilation
- Test & Balance
- Variable frequency drives

Total Base Price.....\$ 35,650.00

Optional Deducts:

Option # 1

Remove (2) Indirect Water Heaters from DDC Control..... \$ - 4,225.00 deduct from Base Price

- Provide DDC control and monitoring for (4) IWH to provide lead/lag control for redundancy in which (3) IWH will be lead and the fourth IWH will run as a standby in case of failure. Rotate standby IWH based on schedule.
- (2) IWH will be left running on factory Aquastats or manually enabled

Options # 2

Remove All (6) Indirect Water Heaters from DDC Control..... \$ - 13,260.00 deduct from Base Price

- Provide DDC monitoring of supply and return water temperature for domestic water loops only
- ALL IWH will be left running on factory Aquastats or manually enabled

Price excludes all applicable taxes

We very much appreciate this opportunity to provide this quotation and hope we may be of service to you. Should you have any questions or require any additional information, please do not hesitate to call.

Sincerely,

Keith Dougherty
Vince DeAngelis

Trane Company, US,
1185 N. Washington St.,
Wilkes-Barre, PA 18705,
Phone: 570-821-4960,
Fax: 866-483-5414

Proposal Acceptance:

Trane Company is authorized to proceed with the work as proposed:

Purchased by: _____

(Signature) _____

Date: _____

P.O. Number: _____

This proposal is subject to your acceptance of the attached Trane terms and conditions.

TERMS AND CONDITIONS – COMMERCIAL INSTALLATION

"Company" shall mean Trane Canada ULC for Work performed in Canada, and Trane U.S. Inc. for Work performed in the United States.

1. **Acceptance; Agreement.** These terms and conditions are an Integral part of Company's offer and form the basis of any agreement (the "Agreement") resulting from Company's proposal (the "Proposal") for the commercial goods and/or services described (the "Work"). COMPANY'S TERMS AND CONDITIONS ARE SUBJECT TO PERIODIC CHANGE OR AMENDMENT. The Proposal is subject to acceptance in writing by the party to whom this offer is made or an authorized agent ("Customer") delivered to Company within 30 days from the date of the Proposal. If Customer accepts the Proposal by placing an order, without the addition of any other terms and conditions of sale or any other modification, Customer's order shall be deemed acceptance of the Proposal subject to Company's terms and conditions. If Customer's order is expressly conditioned upon Company's acceptance or assent to terms and/or conditions other than those expressed herein, return of such order by Company with Company's terms and conditions attached or referenced serves as Company's notice of objection to Customer's terms and as Company's counter-offer to provide Work in accordance with the Proposal and the Company terms and conditions. If Customer does not reject or object in writing to Company within 10 days, Company's counter-offer will be deemed accepted. Customer's acceptance of the Work by Company will in any event constitute an acceptance by Customer of Company's terms and conditions. This Agreement is subject to credit approval by Company. Upon disapproval of credit, Company may delay or suspend performance or, at its option, renegotiate prices and/or terms and conditions with Customer. If Company and Customer are unable to agree on such revisions, this Agreement shall be cancelled without any liability, other than Customer's obligation to pay for Work rendered by Company to the date of cancellation.
2. **Pricing and Taxes.** Unless otherwise noted, the price in the Proposal includes standard ground transportation and, if required by law, all sales, consumer, use and similar taxes legally enacted as of the date hereof for equipment and material installed by Company. Tax exemption is contingent upon Customer furnishing appropriate certificates evidencing Customer's tax exempt status. Company shall charge Customer additional costs for bonds agreed to be provided. Equipment sold on an uninstalled basis and any taxable labor/labour do not include sales tax and taxes will be added. Following acceptance without addition of any other terms and condition of sale or any other modification by Customer, the prices stated are firm provided that notification of release for immediate production and shipment is received at the factory not later than 3 months from order receipt. If such release is received later than 3 months from order receipt date, prices will be increased a straight 1% (not compounded) for each one-month period (or part thereof) beyond the 3 month firm price period up to the date of receipt of such release. If such release is not received within 6 months after date of order receipt, the prices are subject to renegotiation, or at Company's option, the order will be cancelled. Any delay in shipment caused by Customer's actions will subject prices to increase equal to the percentage increase in list prices during that period of delay and Company may charge Customer with incurred storage fees.
3. **Exclusions from Work.** Company's obligation is limited to the Work as defined and does not include any modifications to the Work site under the Americans With Disabilities Act or any other law or building code(s). In no event shall Company be required to perform work Company reasonably believes is outside of the defined Work without a written change order signed by Customer and Company.
4. **Performance.** Company shall perform the Work in accordance with industry standards generally applicable in the area under similar circumstances as of the time Company performs the Work. Company may refuse to perform any Work where working conditions could endanger property or put at risk the safety of persons. Unless otherwise agreed to by Customer and Company, at Customer's expense and before the Work begins, Customer will provide any necessary access platforms, catwalks to safely perform the Work in compliance with OSHA or state industrial safety regulations.
5. **Payment.** Customer shall pay Company's invoices within net 30 days of invoice date. Company may invoice Customer for all equipment or material furnished, whether delivered to the installation site or to an off-site storage facility and for all Work performed on-site or off-site. No retention shall be withheld from any payments except as expressly agreed in writing by Company, in which case retention shall be reduced per the contract documents and released no later than the date of substantial completion. Under no circumstances shall any retention be withheld for the equipment portion of the order. If payment is not received as required, Company may suspend performance and the time for completion shall be extended for a reasonable period of time not less than the period of suspension. Customer shall be liable to Company for all reasonable shutdown, standby and start-up costs as a result of the suspension. Company reserves the right to add to any account outstanding for more than 30 days a service charge equal to 1.5% of the principal amount due at the end of each month. Customer shall pay all costs (including attorneys' fees) incurred by Company in attempting to collect amounts due and otherwise enforcing these terms and conditions. If requested, Company will provide appropriate lien waivers upon receipt of payment. Customer agrees that, unless Customer makes payment in advance, Company will have a purchase money security interest in all equipment from Company to secure payment in full of all amounts due Company and its order for the equipment, together with these terms and conditions, form a security agreement. Customer shall keep the equipment free of all taxes and encumbrances, shall not remove the equipment from its original installation point and shall not assign or transfer any interest in the equipment until all payments due Company have been made.
6. **Time for Completion.** Except to the extent otherwise expressly agreed in writing signed by an authorized representative of Company, all dates provided by Company or its representatives for commencement, progress or completion are estimates only. While Company shall use commercially reasonable efforts to meet such estimated dates, Company shall not be responsible for any damages for its failure to do so.
7. **Access.** Company and its subcontractors shall be provided access to the Work site during regular business hours, or such other hours as may be requested by Company and acceptable to the Work site' owner or tenant for the performance of the Work, including sufficient areas for staging, mobilization, and storage. Company's access to correct any emergency condition shall not be restricted. Customer grants to Company the right to remotely connect (via phone modem, internet or other agreed upon means) to Customer's building automation system (BAS) and/or HVAC equipment to view, extract, or otherwise collect and retain data from the BAS, HVAC equipment, or other building systems, and to diagnose and remotely make repairs at Customer's request.
8. **Completion.** Notwithstanding any other term or condition herein, when Company informs Customer that the Work has been completed, Customer shall inspect the Work in the presence of Company's representative, and Customer shall either (a) accept the Work in its entirety in writing, or (b) accept the Work in part and specifically identify, in writing, any exception items. Customer agrees to re-inspect any and all excepted items as soon as Company informs Customer that all such excepted items have been completed. The initial acceptance inspection shall take place within ten (10) days from the date when Company informs Customer that the Work has been completed. Any subsequent re-inspection of excepted items shall take place within five (5) days from the date when Company informs Customer that the excepted items have been completed. Customer's failure to cooperate and complete any of said inspections within the required time limits shall constitute complete acceptance of the Work as of ten (10) days from date when Company informs Customer that the Work, or the excepted items, if applicable, has/have been completed.
9. **Permits and Governmental Fees.** Company shall secure (with Customer's assistance) and pay for building and other permits and governmental fees, licenses, and inspections necessary for proper performance and completion of the Work which are legally required when bids from Company's subcontractors are received, negotiations thereon concluded, or the effective date of a relevant Change Order, whichever is later. Customer is responsible for necessary approvals, easements, assessments and charges for construction, use or occupancy of permanent structures or for permanent changes to existing facilities. If the cost of such permits, fees, licenses and inspections are not included in the Proposal, Company will invoice Customer for such costs.
10. **Utilities During Construction.** Customer shall provide without charge to Company all water, heat, and utilities required for performance of the Work.
11. **Concealed or Unknown Conditions.** In the performance of the Work, if Company encounters conditions at the Work site that are (i) subsurface or otherwise concealed physical conditions that differ materially from those indicated on drawings expressly incorporated herein or (ii) unknown physical conditions of an unusual nature that differ materially from those conditions ordinarily found to exist and generally recognized as inherent in construction activities of the type and character as the Work, Company shall notify Customer of such conditions promptly, prior to significantly disturbing same. If such conditions differ materially and cause an increase in Company's cost of, or time required for, performance of any part of the Work, Company shall be entitled to, and Customer shall consent by Change Order to, an equitable adjustment in the Contract Price, contract time, or both.
12. **Pre-Existing Conditions.** Company is not liable for any claims, damages, losses, or expenses, arising from or related to conditions that existed in, on, or upon the Work site before the Commencement Date of this Agreement ("Pre-Existing Conditions"), including, without limitation, damages, losses, or expenses involving Pre-Existing Conditions of building envelope issues, mechanical issues, plumbing issues, and/or indoor air quality issues involving mold/mould and/or fungi. Company also is not liable for any claims, damages, losses, or expenses, arising from or related to work done by or services provided by individuals or entities that are not employed by or hired by Company.
13. **Asbestos and Hazardous Materials.** Company's Work and other services in connection with this Agreement expressly excludes any identification, abatement, cleanup, control, disposal, removal or other work connected with asbestos, polychlorinated biphenyl ("PCB"), or other hazardous materials (hereinafter, collectively, "Hazardous Materials"). Customer warrants and represents that, except as set forth in a writing signed by Company, there are no Hazardous Materials on the Work site that will in any way affect Company's Work and Customer has disclosed to Company the existence and location of any Hazardous Materials in all areas within which Company will be performing the Work. Should Company become aware of or suspect the presence of Hazardous Materials, Company may immediately stop work in the affected area and shall notify Customer. Customer will be exclusively responsible for taking any and all action necessary to correct the condition in accordance with all applicable laws and regulations. Customer shall be exclusively responsible for and, to the fullest extent permitted by law, shall indemnify and hold harmless Company (including its employees, agents and subcontractors) from and against any loss, claim, liability, fees, penalties, injury (including death) or liability of any nature, and the payment thereof arising out of or relating to any Hazardous Materials on or about the Work site, not brought onto the Work site by Company. Company shall be required to resume performance of the Work in the affected area only in the absence of Hazardous Materials or when the affected area has been rendered harmless. In no event shall Company be obligated to transport or handle Hazardous Materials, provide any notices to any governmental agency, or examine the Work site for the presence of Hazardous Materials.
14. **Force Majeure.** Company's duty to perform under this Agreement is contingent upon the non-occurrence of an Event of Force Majeure. If Company shall be unable to carry out any material obligation under this Agreement due to an Event of Force Majeure, this Agreement shall at Company's election (i) remain in effect but Company's obligations shall be suspended until the uncontrollable event terminates or (ii) be terminated upon 10 days notice to Customer, in which event Customer shall pay Company for all parts of the Work furnished to the date of termination. An "Event of Force Majeure" shall mean any cause or event beyond the control of Company. Without limiting the

foregoing, "Event of Force Majeure" includes: acts of God; acts of terrorism, war or the public enemy; flood; earthquake; tornado; storm; fire; civil disobedience; pandemic insurrections; riots; labor/labour disputes; labor/labour or material shortages; sabotage; restraint by court order or public authority (whether valid or invalid), and action or non-action by or inability to obtain or keep in force the necessary governmental authorizations, permits, licenses, certificates or approvals if not caused by Company; and the requirements of any applicable government in any manner that diverts either the material or the finished product to the direct or indirect benefit of the government.

15. Customer's Breach. Each of the following events or conditions shall constitute a breach by Customer and shall give Company the right, without an election of remedies, to terminate this Agreement or suspend performance by delivery of written notice: (1) Any failure by Customer to pay amounts when due; or (2) any general assignment by Customer for the benefit of its creditors, or if Customer becomes bankrupt or insolvent or takes the benefit of any statute for bankrupt or insolvent debtors, or makes or proposes to make any proposal or arrangement with creditors, or if any steps are taken for the winding up or other termination of Customer or the liquidation of its assets, or if a trustee, receiver, or similar person is appointed over any of the assets or interests of Customer; (3) Any representation or warranty furnished by Customer in this Agreement is false or misleading in any material respect when made; or (4) Any failure by Customer to perform or comply with any material provision of this Agreement. Customer shall be liable to Company for all Work furnished to date and all damages sustained by Company (including lost profit and overhead)

16. Indemnity. To the fullest extent permitted by law, Company and Customer shall indemnify, defend and hold harmless each other from any and all claims, actions, costs, expenses, damages and liabilities, including reasonable attorneys' fees, resulting from death or bodily injury or damage to real or tangible personal property, to the extent caused by the negligence or misconduct of their respective employees or other authorized agents in connection with their activities within the scope of this Agreement. Neither party shall indemnify the other against claims, damages, expenses or liabilities to the extent attributable to the acts or omissions of the other party. If the parties are both at fault, the obligation to indemnify shall be proportional to their relative fault. The duty to indemnify will continue in full force and effect, notwithstanding the expiration or early termination hereof, with respect to any claims based on facts or conditions that occurred prior to expiration or termination.

17. Limitation of Liability. NOTWITHSTANDING ANYTHING TO THE CONTRARY, IN NO EVENT SHALL COMPANY BE LIABLE FOR ANY SPECIAL, INCIDENTAL, INDIRECT CONSEQUENTIAL, OR PUNITIVE OR EXEMPLARY DAMAGES (INCLUDING WITHOUT LIMITATION BUSINESS INTERRUPTION, LOST DATA, LOST REVENUE, LOST PROFITS, LOST DOLLAR SAVINGS, OR LOST ENERGY USE SAVINGS, EVEN IF A PARTY HAS BEEN ADVISED OF SUCH POSSIBLE DAMAGES OR IF SAME WERE REASONABLY FORESEEABLE AND REGARDLESS OF WHETHER THE CAUSE OF ACTION IS FRAMED IN CONTRACT, NEGLIGENCE, ANY OTHER TORT, WARRANTY, STRICT LIABILITY, OR PRODUCT LIABILITY). In no event will Company's liability in connection with the provision of products or services or otherwise under this Agreement exceed the entire amount paid to Company by Customer under this Agreement.

18. Patent Indemnity. Company shall protect and indemnify Customer from and against all claims, damages, judgments and loss arising from infringement or alleged infringement of any United States patent by any of the goods manufactured by Company and delivered hereunder, provided that in the event of suit or threat of suit for patent infringement, Company shall promptly be notified and given full opportunity to negotiate a settlement. Company does not warrant against infringement by reason of Customer's design of the articles or the use thereof in combination with other materials or in the operation of any process. In the event of litigation, Customer agrees to reasonably cooperate with Company. In connection with any proceeding under the provisions of this Section, all parties concerned shall be entitled to be represented by counsel at their own expense.

19. Limited Warranty. Company warrants for a period of 12 months from the date of substantial completion ("Warranty Period") commercial equipment manufactured and installed by Company against failure due to defects in material and manufacture and that the labor/labour furnished is warranted to have been properly performed (the "Limited Warranty"). Trane equipment sold on an uninstalled basis is warranted in accordance with Company's standard warranty for supplied equipment. Product manufactured by Company that includes required startup and is sold in North America will not be warranted by Company unless Company performs the product start-up. Substantial completion shall be the earlier of the date that the Work is sufficiently complete so that the Work can be utilized for its intended use or the date that Customer receives beneficial use of the Work. If such defect is discovered within the Warranty Period, Company will correct the defect or furnish replacement equipment (or, at its option, parts therefor) and, if said equipment was installed pursuant hereto, labor/labour associated with the replacement of parts or equipment not conforming to this Limited Warranty. Defects must be reported to Company within the Warranty Period. Exclusions from this Limited Warranty include damage or failure arising from: wear and tear; corrosion, erosion, deterioration; Customer's failure to follow the Company-provided maintenance plan; refrigerant not supplied by Trane; and modifications made by others to Company's equipment. Company shall not be obligated to pay for the cost of lost refrigerant. Notwithstanding the foregoing, all warranties provided herein terminate upon termination or cancellation of this Agreement. No warranty liability whatsoever shall attach to Company until the Work has been paid for in full and then said liability shall be limited to the lesser of Company's cost to correct the defective Work and/or the purchase price of the equipment shown to be defective. Equipment, material and/or parts that are not manufactured by Company are not warranted by Company and have such warranties as may be extended by the respective manufacturer. THE WARRANTY AND LIABILITY SET FORTH IN THIS AGREEMENT ARE IN LIEU OF ALL OTHER WARRANTIES AND LIABILITIES, WHETHER IN CONTRACT OR IN NEGLIGENCE, EXPRESS OR IMPLIED, IN LAW OR IN FACT, INCLUDING IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE AND/OR OTHERS ARISING FROM COURSE OF DEALING OR TRADE. COMPANY MAKES NO REPRESENTATION OR WARRANTY EXPRESS OR IMPLIED REGARDING PREVENTION BY THE WORK, OR ANY COMPONENT THEREOF, OF MOLD/MOULD, FUNGUS, BACTERIA, MICROBIAL GROWTH, OR ANY OTHER CONTAMINATES. COMPANY SPECIFICALLY DISCLAIMS ANY LIABILITY IF THE WORK OR ANY COMPONENT THEREOF IS USED TO PREVENT OR INHIBIT THE GROWTH OF SUCH MATERIALS.

20. Insurance. Company agrees to maintain the following insurance while the Work is being performed with limits not less than shown below and will, upon request from Customer, provide a Certificate of evidencing the following coverage:

Commercial General Liability	\$2,000,000 per occurrence
Automobile Liability	\$2,000,000 CSL
Workers Compensation	Statutory Limits

If Customer has requested to be named as an additional insured under Company's insurance policy, Company will do so but only subject to Company's manuscript additional insured endorsement under its primary Commercial General Liability policies. In no event does Company waive its right of subrogation.

21. Commencement of Statutory Limitation Period. Except as to warranty claims, as may be applicable, any applicable statutes of limitation for acts or failures to act shall commence to run, and any alleged cause of action stemming therefrom shall be deemed to have accrued, in any and all events not later than the last date that Company or its subcontractors physically performed work on the project site.

22. General. Except as provided below, to the maximum extent provided by law, this Agreement is made and shall be interpreted and enforced in accordance with the laws of the state or province in which the Work is performed, without regard to choice of law principles which might otherwise call for the application of a different state's or province's law. Any dispute arising under or relating to this Agreement that is not disposed of by agreement shall be decided by litigation in a court of competent jurisdiction located in the state or province in which the Work is performed. Any action or suit arising out of or related to this Agreement must be commenced within one year after the cause of action has accrued. To the extent the Work site is owned and/or operated by any agency of the Federal Government, determination of any substantive issue of law shall be according to the Federal common law of Government contracts as enunciated and applied by Federal judicial bodies and boards of contract appeals of the Federal Government. This Agreement contains all of the agreements, representations and understandings of the parties and supersedes all previous understandings, commitments or agreements, oral or written, related to the subject matter hereof. This Agreement may not be amended, modified or terminated except by a writing signed by the parties hereto. No documents shall be incorporated herein by reference except to the extent Company is a signatory thereon. If any term or condition of this Agreement is invalid, illegal or incapable of being enforced by any rule of law, all other terms and conditions of this Agreement will nevertheless remain in full force and effect as long as the economic or legal substance of the transaction contemplated hereby is not affected in a manner adverse to any party hereto. Customer may not assign, transfer, or convey this Agreement, or any part hereof, or its right, title or interest herein, without the written consent of the Company. Subject to the foregoing, this Agreement shall be binding upon and inure to the benefit of Customer's permitted successors and assigns. This Agreement may be executed in several counterparts, each of which when executed shall be deemed to be an original, but all together shall constitute but one and the same Agreement. A fully executed facsimile copy hereof or the several counterparts shall suffice as an original.

23. Equal Employment Opportunity/Affirmative Action Clause. Company is a federal contractor that complies fully with Executive Order 11246, as amended, and the applicable regulations contained in 41 C.F.R. Parts 60-1 through 60-60, 29 U.S.C. Section 793 and the applicable regulations contained in 41 C.F.R. Part 60-741; and 38 U.S.C. Section 4212 and the applicable regulations contained in 41 C.F.R. Part 60-250 Executive Order 13496 and Section 29 CFR 471, appendix A to subpart A, regarding the notice of employee rights in the United States and with Canadian Charter of Rights and Freedoms Schedule B to the Canada Act 1982 (U.K.) 1982, c. 11 and applicable Provincial Human Rights Codes and employment law in Canada.

24. U.S. Government Work.

The following provision applies only to direct sales by Company to the US Government. The Parties acknowledge that all items or services ordered and delivered under this Agreement are Commercial Items as defined under Part 12 of the Federal Acquisition Regulation (FAR). In particular, Company agrees to be bound only by those Federal contracting clauses that apply to "commercial" suppliers and that are contained in FAR 52.212-5(e)(1). Company complies with 52.219-8 or 52.219-9 in its service and installation contracting business.

The following provision applies only to indirect sales by Company to the US Government. As a Commercial Item Subcontractor, Company accepts only the following mandatory flow down provisions: 52.219-8; 52.222-26; 52.222-35; 52.222-36; 52.222-39; 52.247-64. If the Work is in connection with a U.S. Government contract, Customer certifies that it has provided and will provide current, accurate, and complete information, representations and certifications to all government officials, including but not limited to the contracting officer and officials of the Small Business Administration, on all matters related to the prime contract, including but not limited to all aspects of its ownership, eligibility, and performance. Anything herein notwithstanding, Company will have no obligations to Customer unless and until Customer provides Company with a true, correct and complete executed copy of the prime contract. Upon request, Customer will provide copies to Company of all requested written communications with any government

official related to the prime contract prior to or concurrent with the execution thereof, including but not limited to any communications related to Customer's ownership, eligibility or performance of the prime contract. Customer will obtain written authorization and approval from Company prior to providing any government official any information about Company's performance of the work that is the subject of the Proposal or this Agreement, other than the Proposal or this Agreement.

25. Limited Waiver of Sovereign Immunity. If Customer is an Indian tribe (in the U.S.) or a First Nation or Band Council (in Canada), Customer, whether acting in its capacity as a government, governmental entity, a duly organized corporate entity or otherwise, for itself and for its agents, successors, and assigns: (1) hereby provides this limited waiver of its sovereign immunity as to any damages, claims, lawsuit, or cause of action (herein "Action") brought against Customer by Company and arising or alleged to arise out of the furnishing by Company of any product or service under this Agreement, whether such Action is based in contract, tort, strict liability, civil liability or any other legal theory; (2) agrees that jurisdiction and venue for any such Action shall be proper and valid (a) if Customer is in the U.S., in any state or United States court located in the state in which Company is performing this Agreement or (b) if Customer is in Canada, in the superior court of the province or territory in which the work was performed; (3) expressly consents to such Action, and waives any objection to jurisdiction or venue; (4) waives any requirement of exhaustion of tribal court or administrative remedies for any Action arising out of or related to this Agreement; and (5) expressly acknowledges and agrees that Company is not subject to the jurisdiction of Customer's tribal court or any similar tribal forum, that Customer will not bring any action against Company in tribal court, and that Customer will not avail itself of any ruling or direction of the tribal court permitting or directing it to suspend its payment or other obligations under this Agreement. The individual signing on behalf of Customer warrants and represents that such individual is duly authorized to provide this waiver and enter into this Agreement and that this Agreement constitutes the valid and legally binding obligation of Customer, enforceable in accordance with its terms.

1-26.251-10(0315)
Supersedes 1-26.251-10(0614)

Tools4Ever – Identity & Access Management/Password Portal Software

A. Why are you requesting the service/needs?

Why: We are requesting Parago software for the inventory of district IT assets.

Need: We have tried for several years to get SchoolDude Technology Essentials Insight and its predecessor SchoolDude ITAM functioning correctly to inventory district IT assets to no avail. We used spreadsheets and a Microsoft Database to supplement this. The technology services department has look at several IT asset inventory solutions and Parago is a new product that is made directly for K-12 education, whereas other products were not. Parago also has the potential to add asset inventory for other areas: consumables, furniture and other fixed assets, etc

Suggested replacement: Parago as indicated on the attached quote.

B. Cost Estimate: if over \$5,000, were 3 quotes obtained? If yes, please list the vendors and the amounts. No. One quote was obtained in this instance. We looked at several software products and none can fulfill the districts' unique needs of an IT asset inventory solution that is scalable to utilize with other function areas in the district.

- Parago- \$10,000 – Annual Subscription License
 - One-time setup and training fee - \$920.00
 - Total first year cost - \$10,920.00

C. Procurement Method:

- IT Asset inventory products were looked at separately for several months by the Technology Services Department. We did a lot of research and demoing of Parago after seeing their marketing specifically to K-12. This product checks the boxes for a for an IT asset management software system that is scalable to include other district assets from other function areas in the future.

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

- Yes
- Fund 10
- Account #10-2844-650-000-00-000-006-000-0600
 - Technology Services Initiatives Account

E. Selection of winning proposal

- Yes

F. Other

N/A

Parago Software Quote

"At Parago Software Limited we are committed to ensuring the data we hold is secure. To give our clients peace of mind we have invested in advanced cloud based storage solutions for storing any data collected.

Data Hosting



Our chosen data hosting company is AWS Amazon. Every AWS Region is designed and built to meet rigorous compliance standards including ISO 27001, ISO 9001, ISO 27017, ISO 27018, SOC 1, SOC 2, SOC3, PCI DSS Level 1, and many more.

Our terms and conditions and privacy policy are published on our website and user site.

Testimonials

"After comparing many types of corporate systems and similar asset management products, we felt Parago was by far the best value for our money."

With over 25 schools within our district, we are responsible for thousands of pieces of IT equipment across a large geographical area, with technology spread out across many sites and members of staff. Maintaining this with an Excel spreadsheet had not only been extremely laborious, but also unreliable.

Additionally, our district has implemented a 1:1 technology program with secondary students and we needed a way to manage the assignment of Chromebooks to our students. We made the decision to look into IT inventory management systems so we could ensure we would not lose thousands of technology dollars every year.

We came across Parago as they are very well known particularly in the UK, but also worldwide for their asset management solutions within education. We were very drawn to its ease of use through an icon-based platform, and this has made considerable savings on training costs usually associated with deploying management systems.

The use of smartphone apps through cloud-based technology is a fantastic way to manage IT inventory, and simplifies the assignment of one-to-one devices across multiple schools. We felt Parago took security very seriously, especially the ability to be able to restrict individual user's abilities to specific areas of the system. The umbrella 'District Account Manager' module enables us to move inventory and report across multiple schools and these features are invaluable when doing annual audits.

Pickens County District, South Carolina

Visit our website <http://www.paragosoftware.com/testimonials/customer-testimonials/> for more testimonials



school management software

Consultant Office 3355 Lenox Road Suite 750
Address Atlanta
30326
Georgia
United States of America

Created Date 14/06/2019
Expiration Date 30/06/2019
Quote Number 00000959
Phone 01189508087

Consultant Alyssa Digby
Consultant Telephone 1-404-870-8519
Consultant Email alyssa.digby@paragosoftware.com

Contact Name Brian Borosh
Phone (570)424-8500
Email brian-borosh@esasd.net

Bill To Name East Stroudsburg Area SD

Billing Address 50 Vine St
East Stroudsburg
18301
PA

Annual Subscription Option

Parago is purchased on an annual subscription, with a minimum one year initial period. Subscriptions include telephone/email support, bandwidth and data storage plus system updates.

The complete solution price includes 25 permission based system users & 13 Mobile licences as standard per school. All prices are based on RRP.

Product	Line Item Description	Quantity	Year 1 Cost	Order
IT & Inventory USA Annual Subscription	For 7,000 students - Includes Multi School Account Manager (Special Bid Price).	1.00	USD 10,000.00	<input type="checkbox"/>
IT & Inventory, Premises set up charge		1.00	USD 330.00	<input type="checkbox"/>
Online Training USA - 6 hours		1.00	USD 590.00	<input type="checkbox"/>

Year 1 Total Cost USD 10,920.00

POSTAGE AND PACKAGING FEES ARE APPLICABLE WHEN PURCHASING ASSET LABELS. THE ADDITIONAL FEES WILL VARY DEPENDING ON THE FINAL WEIGHT OF THE PACKAGE.

I confirm that I am authorised to sign on behalf of the above organisation and confirm acceptance of the T&C's on the Parago Website: <http://www.paragosoftware.com/>

Purchase Order Number: _____

Signed by: _____ Print Name: _____

Position: _____ Date: _____

Please return the signed order form to accounts@paragosoftware.com

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95 Percent Group Inc. Phone: 847-499-8200
475 Half Day Road Fax: 847-793-0033
Suite 350 www.95percentgroup.com
Lincolnshire, IL 60069

Contract Number: PA1072-0001-2019-05-17-C

May 17, 2019

Tabitha Bradley
Director of Elementary Education
East Stroudsburg School District
50 Vine Street
East Stroudsburg, PA 18301
570-424-8500
tabitha-bradley@esasd.net

Dear Tabitha Bradley,

We are pleased to have this opportunity to propose support of East Stroudsburg School District in the implementation of professional development and materials to assist teachers in improving reading achievement. Enclosed with this letter is a proposal that outlines a recommended professional development plan, as well as a consulting agreement to sign to book this engagement.

Please review each of the enclosed documents carefully, and let me know if you have any questions or if any changes are needed. In order to hold the dates for this engagement, please return the signed contract by June 6, 2019. Should a situation arise that requires more time, please contact me to make further arrangements.

When you are ready to complete the agreement, please sign it, scan it, and email it to mcarpizo@95percentgroup.com. The contract has already been counter-signed by an authorized representative of our company so please keep a copy of the signed contract by both parties in your files. Thank you for the opportunity to provide this proposal. We look forward to working East Stroudsburg School District.

Sincerely,

Jacqueline K. Whiteman
Regional Account Executive
95 Percent Group Inc.
475 Half Day Rd. Suite 350
Lincolnshire, IL 60069

847-496-9233
224-616-0577

jwhiteman@95percentgroup.com
www.95percentgroup.com

Education Consulting and
Professional Development

95% of students reading at grade
level . . . an achievable goal

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Exhibit A

**Proposal Prepared for
East Stroudsburg School District
By 95 Percent Group Inc.**

May 17, 2019

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Table 1 – Professional Development SchedulePage A-1
Table 2 – Product and Services BudgetPage A-2
Appendix 1 – Description of Products and ServicesPages A-3 to A-7

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For Use of

East Stroudsburg School District Personnel Only

Exhibit A – Table 1

**Professional Development Schedule
for
East Stroudsburg School District**

95 Percent Group Inc. will provide the following professional development as outlined below:

Date	Time	Topic	Expected Number of Participants*	Grade Level(s)	Training Location
9/ 5/19	8:30 – 3:30	PD0900 PLL-all levels Elongated PLL with PCK	#25	Grades 1-5 Reading Interventionists	School Name or District Training Site

*Up to 50 participants per workshop. All participants are employees of East Stroudsburg School District. Permission from 95 Percent Group is required for all other participants. A fee of \$1,000 will be assessed if the number of participants exceeds the stated maximum without prior written permission.

Exhibit A – Table 2 Product & Services Budget

Products will be invoiced when shipped.
Professional Development will be invoiced monthly after services are completed.



Company Address 475 Half Day Road
Sec. 350
Lincolnshire, IL 60069
US

Created Date 5/6/2019
Expiration Date 6/21/2019
Quote Number 00019056

Prepared By Jackie Whiteman
Phone 8474969233
Email jwhiteman@95percentgroup.com

Contact Name Tabitha Bradley
Email tabitha.bradley@eaasaf.net

Bill To Name East Stroudsburg Area School District
Bill To East Stroudsburg Area School District
ATTN: Accounts Payable
50 Vine Street
East Stroudsburg, PA 18301
United States

Ship To Name East Stroudsburg Area School District
Ship To PA

Product Description	Product	Sales Price	Quantity	Total Price
Consulting Services with Travel	PDC900	\$3,000.00	1.00	\$3,000.00
Participant Handouts	GN6003	\$10.00	25.00	\$250.00
Shipping & Handling - 10% of printed product	Z8910	\$25.00	1.00	\$25.00
	Subtotal	\$3,275.00		
	Total Price	\$3,275.00		
	Grand Total	\$3,275.00		

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Appendix 1

Overview of 95 Percent Group Inc. Products and Services (may include items not included in proposal)

I. Professional Development

Planning Meetings with District Leadership Team (Item # PD1000):

95 Percent Group offers one or more onsite meetings that include Susan L. Hall, Ed.D. (or another senior consultant), a 95 Percent Group Client Manager, and members of the District Leadership Team. Typically various members of the building administration team and/or building literacy teachers may be included in the meetings. The purpose of the meetings is to set goals and objectives, gather information including prior literacy training and student data, assess strengths and areas where improvement is needed, and discuss options for phasing the implementation. The 95 Percent Group Client Manager will be available between onsite meetings for additional consultation by phone, email and/or webinar as needed.

Administrator Training (Item # PD1010):

Half-day training sessions are offered for the administrators from the schools. The meetings are designed to support their instructional leadership skills to direct the change in their buildings. Topics for the meetings include:

- Building intervention blocks into the master schedule
- Approaches to promote and provide time for grade-level team collaboration
- Ways to support teachers as they learn these new instructional strategies with small groups
- Overview of 95 Percent Group instructional materials
- Hallmarks of effective reading instruction
- Maximizing core reading instruction
- How to conduct a walk-through and observation visit (session held at a school)
- Additional topics as requested based on needs of district

Reading Coach Training (Item # PD1020):

These 1-day training sessions are designed for the reading coaches from each of the schools. These professional development meetings are scheduled in advance of teacher training so that the coaches can answer questions by teachers and serve as building coordinator between 95 Percent Group consultant and school. The professional development is structured to provide the reading coaches with expertise in order to build local capacity. Topics may include: assessment administration, grouping, and mentoring on instructional strategies to maximize effectiveness of core reading instruction and intervention instruction.

Grade K-2 Educator Training for Cohort Groups of Schools:

Initial Workshops (Item # PD1030):

This 1-day workshop is offered to educators by grade-level. The purpose of the workshops is to convey common terminology and teach data analysis and grouping practices. Content covered in the workshop include the following topics concerning data analysis and grouping:

- Interpreting student assessment data to identify students that are below benchmark
- Using diagnostic assessment data to pinpoint key deficit skill
- Placing students in intervention groups based on skill deficit
- Analyzing phonological awareness (Kindergarten-Grade 1) and phonics (Grade 2 and up) skills along a continuum from simple to complex

The workshops are structured to cover diagnostic assessments, data and grouping in the morning and then provide an overview of intervention materials appropriate to each grade level in the afternoon.

Onsite Coaching and Follow-up Support for Schools (Item # PD1040):

95 Percent Group provides follow-up visits at school sites during which our consultant facilitates half-day meetings with each grade level. A 95 Percent Group consultant answers questions, ensures that teachers know how to group and regroup students, evaluates the current state of implementation, and models instruction with students. Instructional modeling is a key component of our process, as well as side-by-side coaching. Schools should plan to hire enough substitute teachers to release one grade level of teachers at a time. A typical structure for a follow-up visit is as follows:

- Day 1: School 1, Grade K a.m. / School 1, Grade 1 p.m.
- Day 2: School 1, Grade 2 a.m. / School 2, Grade K p.m.
- Day 3: School 2, Grade 1 a.m. / School 2, Grade 2 p.m.

Grade 3-6 Educator Training:

Initial Workshops:

This 1-day workshop on *Demystifying Multisyllable Words* is designed for Grade 3-6 educators. The morning will be spent on data analysis and assessment using the *Phonics Screener for Intervention (PSI)*. The afternoon will focus on instruction of multisyllabic words and how to support older struggling readers. Topics to be covered in the workshop include:

- The importance of teaching multisyllable words
- Techniques for teaching the six syllable types in the English language
- Strategies for how to teach syllable division rules
- Plans for how to incorporate multisyllabic lessons into core instruction

Onsite Coaching and Follow-up Support for Schools: similar to K-2 Educators described above

Pre-Kindergarten Educator Training:

This 1-day workshop for PreK educators will focus on the Phonological Awareness (PA) Readiness Skills (Skills 1 and 2) plus Skill 3 (Syllables) using 95 Percent Group's *Phonological Awareness (PA) Lessons*. Workshop topics include:

- The importance of teaching prerequisite concepts such as directionality, representation, manipulation, and one-to-one correspondence
- Readiness terms students need to understand before beginning phonological awareness instruction including first and last; same and different; and beginning, middle, and end
- Instruction in the fundamental structures of language including forming simple sentences from noun phrases and adding verbs. These Readiness skills, while not phonological awareness skills, help students whose oral language skills are low
- Phonological Awareness continuum reflecting the building of skills from simple to complex
- Instruction in PA skills using manipulatives to enhance awareness and provide a scaffold for working memory to support the manipulation of speech sounds
- Awareness of how developing a student's PA skills is a foundation for alphabetic principle

II. Diagnostic Assessments

95 Percent Group offers two diagnostic assessment tools typically used in conjunction with a Curriculum Based Measure (CBM). The *Phonological Awareness Screener for Intervention (PASI)* is used with students in Grades PreK and 1. The *Phonics Screener for Intervention (PSI)* is typically used with students in Grades 1 and up. A brief description of the screeners is given below.

- *Phonological Awareness Screener for Intervention™ (PASI)* is an informal diagnostic assessment used to pinpoint student skill deficits. The *PASI* directly aligns with the lessons in the *Phonological Awareness Lessons™*.
 - The *PASI* is a school-site license that grants access to the online diagnostic screener. The *PASI* is sold as a perpetual license with no annual renewal fee.
- *Phonics Screener for Intervention™ (PSI)* is an informal diagnostic assessment used to pinpoint student skill deficits. The *PSI* directly aligns with the phonics lessons found in the *Phonics Lesson Library* and *Phonics Chip Kit*.
 - The *PSI* is a school-site license that grants access to the online diagnostic screener. The *PSI* is sold as a perpetual license with no annual renewal fee.
- The *PASI* and *PSI* licenses are for the use at specified schools only.

III. Instructional Materials:

Phonological Awareness:

- *Phonological Awareness Lessons*-includes a Guidebook with instructional procedures and lesson plans for 39 phonological awareness and readiness skills, including online access to instructional mats, picture cards, and shapes
- *Manipulatives Kit*-Pre-printed, laminated and scored picture cards, shapes and mats with plastic carrying case

Alphabetic Principle:

- *Teaching Blending: from /k//ă//t/ to cat in 8 stages*- The blending guide provides a series of lessons to teach students how to blend sounds into words by scaffolding instruction until students can blend words fluently. This product is ideal for use with students in late kindergarten and/or early first grade, and whose scores on a Nonsense Word Fluency probe show that they are struggling to move from sound-by-sound to reading whole words blended. There is a Teacher and Student iPad application available directly from the Apple store.

Phonics:

- *Phonics Lesson Library™ - Basic Phonics, Advanced Phonics and Multisyllable Editions-Phonics Lesson Library (PLL)* is a collection of 75 lessons developed for teachers that include the essential components of an effective phonics lesson for intervention instruction. The PLL skills are aligned with the 95 Percent Group *Phonics Continuum* and are designed to be taught across five days during 30-minute intervention periods. The *Phonics Lesson Library* is designed primarily for Tier 2 phonics intervention and can also be used with Tier 3 groups. The *PLL* provides a format for small-group instruction that is delivered explicitly and systematically, addressing targeted skill deficits. Each weekly phonics lesson includes the following materials:

- One complete 20-page easy to follow lesson plan for 5 days of 30-minute instruction
- 40 Word Cards – Teacher and Student versions
- Header Cards for Sorting Word Cards - Teacher and Student versions
- 3 Passages - Teacher and Student versions
- 4 Fluency Sheets
- Review Grids - 2 Sight Word Review Grids and 1 Phonics Review Grid
- 1 Progress Monitoring Chart
- Comprehension Questions and Answers aligned to literacy standards for each *PLL* passage
- End of Lesson Assessment to assess if the students learned the skill of each 5-day lesson
- Decodable Text includes 3 additional decodable passages at the end of each skill
- Parent Connection for teachers to send home a short passage with activities for parents

The following skills are contained in each of the *PLL* editions:

- *Basic Phonics Edition (PLL)* includes 32 weekly lessons on the following skills:
 - Skill 2: Short Vowels (6 lessons)
 - Skill 3: Blends and Past Tense (8 lessons)
 - Skill 4: Digraphs (6 lessons)
 - Skill 5: Long Vowels and Phonograms (12 lessons)
- *Advanced Phonics Edition (PLL)* includes 25 weekly lessons on the following skills:
 - Skill 6: Predictable Vowel Teams (5 lessons)
 - Skill 7: Unpredictable Vowel Teams (6 lessons)
 - Skill 8: Vowel-*r* (6 lessons)
 - Skill 9: Complex Consonants and Past Tense (8 lessons)
- *Multisyllable Phonics Edition (PLL)* includes 18 weekly lessons on the following skills:
 - Skill 10: Closed Syllables (4 lessons)
 - Skill 11: Silent-*e* Syllables and Schwa (3 lessons)
 - Skill 12: Open Syllables (3 lessons)
 - Skill 13: Vowel Team Syllables (4 lessons)
 - Skill 14: Consonant -*le* Syllables (1 lesson)
 - Skill 15: Vowel-*r* Syllables (3 lessons)

The *PLL*s include hanging bags to organize the weekly lessons.

- ***Phonics Chip Kit (PCK): Basic, Advanced and Multisyllable Editions*** -The PCK helps teachers explain phonics patterns to students by using manipulatives and sound-spelling mapping techniques. Using these materials teachers can focus on sound-spelling pattern identification rather than learning individual words. Each kit includes a full-color spiral-bound Teacher's Guide with explicit instructional text in the I Do, We Do, You Do format. In addition, each kit includes colored chips (circular and rectangular) and sound-spelling mapping mats. The teacher's manipulatives are magnetic, and each kit includes enough materials for up to eight students.
- ***Multisyllable Routine Cards- Multisyllable Routine Cards (MSRC)*** are a set of instructional routines that enable students to apply their knowledge of syllable types and divisions in order to read multisyllable words. The Routines are for use with students in Grades 2 and up.

Vocabulary:

- ***Vocabulary Surge™, Levels A and B-Vocabulary Surge*** is a series of 15-minute daily lessons that teaches students how to break words into parts, hypothesize the meanings of unknown parts, and check meaning in context. Students also learn the meaning of the most common affixes, Latin roots, and Greek combining forms. *Vocabulary Surge* Level B includes complex affixes and Latin roots, and focuses more

intensively on Greek combining forms. Level A introduces the concept of word parts and guides students in examining the meaning and structure of high-utility word parts in order to build the most words in the English language. Since each book includes a review of important roots and affixes, they may be used separately.

Comprehension

- ***The Blueprint for Intervention:® Comprehension*** is a set of materials for teaching seven comprehension processes to be used to provide Tier 2 or 3 interventions for Grades 2-6 and/ or as a supplement to core Tier I instruction. The lesson plans, texts, mats, and tokens provided with this kit allow teachers to explicitly model how good readers comprehend while reading text aloud by placing tokens on parts of the text where a comprehension process was used. After modeling with “think-alouds,” teachers guide students to use these processes first with provided text and then during independent reading. Some unique aspects of the product include:
 - Extensive use of teacher think-alouds to show students what their minds should be doing
 - Multisensory instructional techniques, including gestures, mats and colored tokens

Common Core:

- ***Linking CCSS to Your Curriculum™ (Grades 6-8)*** deepens a teacher’s knowledge about the standards and provides tools to help students read at the level of depth described in the Common Core State Standards (CCSS). Lessons for explicit instruction in skills include modeling the skill with short text and graphic organizers. Students practice applying the skills first with specially designed 4-paragraph passages until they are familiar with analyzing text from the perspective of the standard. Then students practice using text from their curriculum.

IV. Online Courses, Video Playlists, Webinars and Online Support for Professional Development

Online courses are available on some products. Video playlists are available on all products and provide access to short video clips of either all lessons, or selected lessons, showing a 95 Percent Group Consultant teaching a lesson with a small group; these videos are accessed from a playlist allowing viewing of a specific lesson. Webinars are available “live” to enable customized training on specific processes or products.

Online professional development support is a normal part of our PD engagements, billed separately. It includes guidance and activities tied to our onsite PD training, access to materials, instructions, videos, Q&A with a 95 Percent Group staff member, and live and recorded webinars.

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A-7



Consulting Agreement

Prepared for

East Stroudsburg School District

by

95 Percent Group Inc.

May 17, 2019

CONFIDENTIAL

405

CONSULTING AGREEMENT

THIS CONSULTING AGREEMENT dated as of May 17, 2019 (the "Agreement"), is entered into between 95 Percent Group Inc. ("Consultant"), whose mailing address is 475 Half Day Road, Suite 350, Lincolnshire, IL 60069 and East Stroudsburg School District (Client"), having a primary place of business located at 50 Vine Street, East Stroudsburg, PA 18301. In consideration of the mutual covenants herein contained, the parties hereby agree as follows:

1. **Description of Services.** Client hereby retains Consultant to perform consulting services including, but not limited to, those described in the Proposal dated May 17, 2019, attached hereto as Exhibit A (the "Services"). Consultant hereby accepts such engagement on the terms and subject to the conditions of this Agreement.

1.1 Consultant shall use reasonable efforts to perform the Services in accordance with this Agreement. Consultant shall assign professionally qualified personnel to perform such Services and shall perform such Services in conformance with the highest professional standards and in compliance in all material respects with all applicable laws and regulations.

1.2 The Services provided under this Agreement are for the sole benefit of Client. The Agreement is not made for, and shall not benefit or create any right or cause of action in favor of, any person or entity other than Consultant and Client. Services are usually provided for employees of individual schools, or designated individuals from multiple schools. The materials and presentations provided are for the use of the training participants only, and may not be copied for non-participants. No Consultant materials or resources may be loaded on a Client computer network or website. No resale of Consultant's Services (e.g. a "public workshop") is permitted without a specific addendum to this Agreement and payment of an applicable fee. No person not employed by Client, including consultants, salespeople, other vendors, non-district educators, etc., shall be allowed to participate in any training delivered pursuant to this Agreement without the prior written consent of the President of 95 Percent Group.

1.3 Unless documented in Exhibit A to this Agreement, this engagement shall not be considered a "training of trainers" project and does not entail any transfer or license of Consultant's intellectual property, including, without limitation, presentations, notebooks, videos, software and online resources.

2. **Compensation.** In consideration for the Services and Products specified herein, Client shall pay to Consultant the fees specified in Exhibit A-Table 2. Professional Development fees are \$3,000 per day including travel expenses. A fee of \$1,000 will be assessed if Client exceeds the agreed upon number of participants shown in Exhibit A-Table 1 without prior written approval. Billing for products will be upon shipment. Billing for Services will be after each month's Services are rendered, and after each Service if Service dates occur in more than one month. In the event that payment is not received until 60 or more days from invoice date, Consultant may assess a late payment fee of 2% of the outstanding balance per month for each month the amount remains unpaid, beginning at 30 days past due.

If Client's processing of invoices for payment involves Purchase Orders, accounts payable voucher or the like, Client agrees to provide to Consultant, prior to the commencement of Consultant's work for Client, a duly authorized Purchase Order, or other appropriate document, for products and for services to be rendered. Client shall provide information regarding any special payment processing steps required of Consultant by Client. If there is a conflict of terms between this Agreement and any Purchase Order issued by Client, this Agreement shall rule. If Client is exempt from state sales tax or similar taxes, Client shall provide its state tax exemption certificate to Consultant prior to the commencement of Consultant's work for Client.

3. **Electronic Use of Materials.** Consultant's copyrighted materials may not be posted on any computer system, network or Internet site. Most of Consultant's materials are intended for individual teacher use and any downloads allowed by Consultant's systems are intended for use on the licensed teacher's computer only.

4. **Intellectual Property.** It is understood and agreed that, unless they are labeled otherwise, all training materials to be provided to Client training participants are copyright 95 Percent Group Inc. and nothing in the Agreement shall be deemed to provide for a transfer of any intellectual property rights in any way whatsoever from Consultant to Client. Materials to be provided to Client are for Client employee participant use only and may not be copied, for or distributed in any way, to non-participant Client employees or others, whether for free or for a fee, without the written permission of 95 Percent Group Inc.
5. **Video or Audio Taping of Training Sessions or Presentations.** No video or audio taping or other recording of training sessions or presentations is permitted without the prior express written consent of Consultant, which will not be granted under most circumstances without amendment of this Agreement and payment of an additional fee by Client. Consultant may videotape training sessions or presentations provided permission is granted by Client and release forms are obtained from parents of children involved and from Client personnel.
6. **Webinars, Online Support, E-Learning and Consultant's Client Portal Website.** Due to the various vendors and technologies involved in providing live and recorded webinars, online support and e-learning, these products are provided on a best efforts basis only. **THEY CARRY NO WARRANTY, EXPRESSED OR IMPLIED AND ARE NOT GUARANTEED TO WORK WITHOUT INCIDENT. CONSULTANT SHALL NOT BE RESPONSIBLE FOR CONSEQUENTIAL DAMAGES RELATED TO MALFUNCTIONING SYSTEMS.** There can be technology glitches on both Client and Consultant ends of the computer connection. Client personnel are required to use computers and software that meet the Minimum System Requirements specified in Exhibit B. These requirements apply to computers, software (particularly operating systems), Internet connection speed and capacity. It is recommended that Client contact Consultant's technical support personnel to test whatever systems will be used. Some of Consultant's systems require the installation of software on users' computers, and may require data downloads. Some school districts limit these activities on District computers without the involvement of District information technology personnel. It is Client's responsibility to make sure any required permissions or assistance is obtained. Consultant's support personnel will advise Client's technology personnel as needed.

If a live webinar fails and the reason is attributed to Consultant, the webinar will be rescheduled for no additional fee. If a failure is attributed to Client, the webinar will be billed to client, and rescheduled by Consultant for an additional fee. Rescheduling dates is subject to availability and cannot be guaranteed to be convenient for Client.
7. **Postponement or Cancellation.** In the event of a postponement or cancellation of an arranged training date(s) by Client, Client will incur a cancellation fee of \$250 per training date per consultant, for each postponed or cancelled training date less than 30 days before the scheduled training date, and shall be responsible for payment of any unrecoverable costs of Consultant related to such training, such as unreimbursable travel expenses. If Consultant cancels their respective training date due to weather, flight delays, illness or other unavoidable circumstances, Consultant and client will be responsible for its incurred expenses. Consultant shall not be responsible for reimbursing any of Client's expenses related to the training.
8. **Term and Termination.** The term of this agreement shall commence on the date signed and terminate on June 30, 2020 or the early termination of this Agreement, provided that certain obligations shall survive the termination of the Agreement. The Agreement may be terminated by either party with 30 days or more advance notice, subject to the provisions of paragraph 7 hereof (Postponement or Cancellation). Expiration or termination of the Agreement shall not relieve the parties of any obligation accruing prior to such expiration or termination, or of obligations that survive termination (see paragraph 12).
9. **Authorization.** The signatories hereto hereby represent that they are duly authorized representatives of their respective organizations and have necessary approval to enter into this Agreement, and that this Agreement is effective, binding and enforceable.

10. **Indemnification.** Each party to this Agreement agrees to hold harmless, defend, and indemnify the other party against all actions, claims, or demands related to injury, death, loss, or damages, by anyone whomsoever: (1) where such injury, death, loss, or damage is due to the acts or omissions of their respective agents, servants, or employees; and (2) where such injury, death, loss, damage, or claim is a consequence of, or arises in connection with the services provided hereunder.
11. **Governing Law.** The Agreement shall be governed by and construed in accordance with the laws of the State of Illinois, without regard to the conflicts of law principles thereof, unless the state law in Clients state prohibits out of state governing jurisdictions. In such instances Clients state law shall govern.
12. **Survival.** The obligations of paragraphs 2, 3, 4, 5, 8 and 10 of this Agreement shall survive termination or expiration of this Agreement.
13. **Amendment.** No change, modification, extension, termination or waiver of the Agreement, or any of the provisions herein contained, shall be valid unless made in writing and signed by duly authorized representatives of the parties hereto.
14. **Force Maieure.** Neither party shall be held liable or responsible to the other party or be deemed to have defaulted under or breached the Agreement for failure or delay in fulfilling or performing any term of the Agreement to the extent, and for so long as, such failure or delay is caused by or results from causes beyond the reasonable control of the affected party including but not limited to severe weather, delayed or cancelled airline flights, fires, earthquakes, floods, embargoes, wars, acts of war (whether war is declared or not), insurrections, riots, civil commotions, strikes, lockouts, acts of God or acts, omissions or delays in acting by any governmental authority or other party.
15. **Notice.** Any consent, notice or report required or made under this Agreement by one party to the other party shall be in writing, delivered personally or by facsimile, U.S. first class mail postage prepaid, courier or nationally recognized delivery service, and shall be effective upon receipt by the addressee at its address indicated below:

If to Consultant:	C. David Hall Chief Operating Officer 95 Percent Group Inc. 475 Half Day Road, Suite 350 Lincolnshire, IL 60069 Phone: 847-499-8200 Fax: 847-793-0033	If to Client:	Tabitha Bradley Director of Elementary Education East Stroudsburg School District 50 Vine Street East Stroudsburg, PA 18301 570-424-8500 tabitha-bradley@esasd.net
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16. **Staffing.** Consultant will staff the engagement(s) stemming from this Agreement with qualified professional staff at its discretion. Consultant will not sub-contract or assign this Agreement to another party, provided that the augmentation of Consultant's staff with independent contractor staff shall not be considered "sub-contracting" or "assigning" this Agreement. Any such staff will be trained and supervised by Consultant's full-time professional staff.
17. **Non-Solicitation of Consultant Personnel.** Client hereby agrees not to solicit Consultant's staff for employment for a period of 2 years beyond the last date of service under this Agreement.
18. **Entire Agreement.** This Agreement, including its attached exhibits and appendices, if applicable, embodies the entire understanding between the parties and supersedes any prior understanding and agreements between and among them respecting the subject matter hereof. There are no representations, agreements, arrangements, or understandings, oral or written, between the parties hereto relating to the subject matter of the Agreement that are not fully expressed herein. IF, AT ANY TIME, CLIENT ISSUES A PURCHASE ORDER RELATED TO THIS AGREEMENT,

THE TERMS OF SUCH PURCHASE ORDER SHALL BE IN EFFECT ONLY TO THE EXTENT THERE IS NO CONFLICT WITH THIS AGREEMENT. IN CASE OF ANY CONFLICT OF TERMS, THIS AGREEMENT SHALL RULE.

ACCEPTED BY:

Client: _____

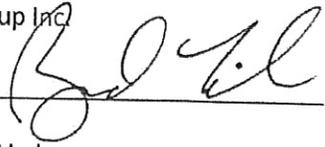
Signature: _____

Name
(print): _____

Title: _____

Date: _____

95 Percent Group Inc

Signature:  _____

Name Brad Lindaas

Title: President

Date: 6-5-19

Exhibit B

Minimum System Requirements

Minimum System Requirements

This is a list of basic computer system requirements to use 95 Percent Group Inc. online products and services. Although using the most up-to-date versions and fast Internet connections is recommended, the systems will still run with the minimum specifications, but users may experience slower loading times and system performance (e.g. choppy video display). 95 Percent Group's products and resources are accessed through 95 Percent Group's client portal, my.95percentgroup.com.

Browser Requirements: Most 95 Percent Group systems are browser-based and are used over the Internet. Browsers that work on both PC and Mac computers (and most mobile devices, though tablets and Chromebooks will give a better user experience than phones) can be used, but some work better than others. We recommend Chrome and Firefox in most instances, for both Mac and PC.

Supported Browsers: Generally, the last two versions of every browser release are supported.

We highly recommend updating to the newest version of whatever browser you are using. As of June 1, 2018, we support the following versions of Flash and popular web browsers:

- Internet Explorer 11 or later
- Chrome 65 or later
- Safari 11 or later
- Firefox 59 or later (Extended Releases are not supported)
- Flash 28 and 29 (used for recording or viewing audio/video and uploading files in online courses, if applicable)

Required Components: Several systems require the addition of software applications ("apps") to the computer or mobile device:

- Webinars may require add-in software.
- Licensed 95 Percent Group Inc. Products & Resources are accessible by licensed users on the client portal (my.95percentgroup.com). This portal is accessible by PC and Mac computers, and Chromebooks.
- The 95 Percent University online system for professional development requires that a Canvas LMS application be loaded on mobile devices if users wish to use a mobile device with that system. No app is required for computer or Chromebook use.

The desktop computer version requires only a web browser.

- Adobe Flash is required in several places in the Systems: Certain media recording/streaming and viewing as well as uploading files to a course or an assignment. Other than these features, Flash is not required to use most areas of the systems. Please note that some browsers, such as Firefox, may no longer support Flash. 95 Percent Group is working toward eliminating Flash from its systems with the exception of select 95 Percent University courses, which are not under the Company's control.

Computer Specifications

- Screen Size: The systems are best viewed at a minimum of 1366x768, which is the average size of a notebook computer, or on a 10.1" tablet using a mobile app
- Operating Systems:
 - Windows 7 SP1
 - Windows 8.1
 - All versions of Windows 10 currently supported by Microsoft
 - macOS 10.11 or later
 - Chrome OS (beginning 2018-2019 school year) on the Stable release channel
- Computer Speed and Processor: A dual core 2GHz processor and 4 GB of RAM
- Internet Speed: Minimum of 1 Mbps per concurrent user

Terms of Use and Privacy Policy: Each online system is subject to its specific license. In addition, each online system is subject to the 95 percent Group Inc. Terms of Use and Privacy Policy, available at www.95percentgroup.com.

THESE SYSTEM REQUIREMENTS MAY NOT BE COMPLETE AND ARE SUBJECT TO CHANGE AT ANY TIME WITHOUT NOTICE.



Behavioral Health Associates

A Non-Profit Health Care Foundation

50 Mauch Chunk Street, Lehighton, PA 18235

Phone: 610-273-5160 Fax: 610-273-5161

June 10, 2019

RECEIVED JUN 14 2019

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

Dear Mr. Baddick:

Please find the enclosed contract for services between your school district and Behavioral Health Associates. The contract encompasses all of the programs and services BHA offers for a more streamlined process. Please keep in mind, you are not obligated to use all the programs and/or services mentioned in the contract, they are included if you choose to use them.

Please sign and return one copy of the contract face page at your earliest convenience. You may keep the original contract face page with the appendices for your files. This form can be mailed to my attention at Packer Ridge Academy, 50 Mauch Chunk Street, Lehighton, PA 18235, emailed to azaremba@bhaservices.com or faxed to 610-273-5161.

Thank you for allowing us the opportunity to serve your students and your district. If you have any questions or concerns, do not hesitate to contact me at my office (610-273-5160). Wishing you a great 2019-2020 school year.

Sincerely,

Amanda J Zaremba, M.Ed.
COO of Educational Services

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Behavioral Health Associates

A Non-Profit Health Care Foundation

325 Alum Street, Lehighton, PA 18235

PHONE: 610-379-9360 FAX: 610-379-9362

CONTRACT BETWEEN

BEHAVIORAL HEALTH ASSOCIATES

AND THE

EAST STROUDSBURG AREA SCHOOL DISTRICT

This contract between Behavioral Health Associates (BHA) and the East Stroudsburg Area School District (ESASD) effective for the 2019-2020 school year, subsequent school years, and extending through written notice of cancellation by either party and shall address the procedures to be followed with implementation of the general education or special education programs by Behavioral Health Associates for ESASD. Behavioral Health Associates and ESASD, intending to be legally bound, agree to the following terms and conditions:

Section 1: Services

This contract will outline several different services that are available to the ESASD. Each of the services has specific language which is covered in attached appendices. **This contract between BHA and ESASD shall only cover the services which are specifically requested and physically utilized by ESASD.**

Section 2: Physical Attendance at BHA Educational Facilities

If ESASD chooses to utilize BHA's Alternative General Education Programming / Special Education Programming both parties shall be bound by the terms outlined in Appendix A.

Section 3: Career Employment Services

If ESASD chooses to utilize the Career Employment Services offered by BHA both parties shall be bound by the terms outlined in Appendix B.

Section 4: eBridge Academy Online Education

If ESASD chooses to utilize eBridge Academy Online Education Services offered by BHA both parties shall be bound by the terms outlined in Appendix C.

Section 5: Other Services

If ESASD chooses to utilize other services available to them the services and prices are addressed in Appendix D.

Behavioral Health Associates and ESASD, intending to be legally bound, sign this contract on this _____ day of _____, 2019.

East Stroudsburg Area School District

Behavioral Health Associates Licensed Private Academic School

 _____

 _____

Behavioral Health Associates – Administrative Offices
325 Alum Street
Lehighton PA 18235



Behavioral Health Associates

A Non-Profit Health Care Foundation

325 Alum Street, Lehigh, PA 18235

PHONE: 610-379-9360 FAX: 610-379-9362

**CONTRACT BETWEEN
BEHAVIORAL HEALTH ASSOCIATES
AND THE
EAST STROUDSBURG AREA SCHOOL DISTRICT**

This contract between Behavioral Health Associates (BHA) and the East Stroudsburg Area School District (ESASD) effective for the 2019-2020 school year, subsequent school years, and extending through written notice of cancellation by either party and shall address the procedures to be followed with implementation of the general education or special education programs by Behavioral Health Associates for ESASD. Behavioral Health Associates and ESASD, intending to be legally bound, agree to the following terms and conditions:

Section 1: Services

This contract will outline several different services that are available to the ESASD. Each of the services has specific language which is covered in attached appendices. **This contract between BHA and ESASD shall only cover the services which are specifically requested and physically utilized by ESASD.**

Section 2: Physical Attendance at BHA Educational Facilities

If ESASD chooses to utilize BHA's Alternative General Education Programming / Special Education Programming both parties shall be bound by the terms outlined in Appendix A.

Section 3: Career Employment Services

If ESASD chooses to utilize the Career Employment Services offered by BHA both parties shall be bound by the terms outlined in Appendix B.

Section 4: eBridge Academy Online Education

If ESASD chooses to utilize eBridge Academy Online Education Services offered by BHA both parties shall be bound by the terms outlined in Appendix C.

Section 5: Other Services

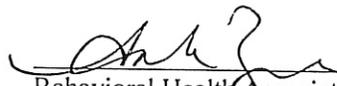
If ESASD chooses to utilize other services available to them the services and prices are addressed in Appendix D.

Behavioral Health Associates and ESASD, intending to be legally bound, sign this contract on this _____ day of _____, 2019.

East Stroudsburg Area School District

Behavioral Health Associates Licensed Private Academic School




Behavioral Health Associates – Administrative Offices
325 Alum Street
Lehigh PA 18235

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APPENDIX A

ALTERNATIVE GENERAL EDUCATION / SPECIAL EDUCATION

LICENSED PRIVATE ACADEMIC SCHOOLS

Section 1

Behavioral Health Associates shall operate an alternative general education and/or special education program for ESASD and adhere to all Pennsylvania (PA) and Federal laws governing special and general education programs.

Section 2

Behavioral Health Associates is and shall continue to be a licensed facility and/or program by the Pennsylvania Department of Education (PDE). Educational programming will serve grade levels K-12. Behavioral Health Associates is an approved Act 48 Provider for alternative education through the Pennsylvania Department of Education.

Section 3

Behavioral Health Associates shall operate five days a week, Monday through Friday, starting at 8:00 a.m. and concluding at 2:30 p.m., according to the Lehigh Area School District's calendar year and shall provide no less than 990 hours of instruction per year for secondary and 900 hours per year for elementary levels.

Section 4

Behavioral Health Associates shall employ Pennsylvania professional certified general and special education staff. Staff shall have current Pennsylvania Act 34 Criminal History clearance, Act 151 Child Abuse clearance and Act 24 of 2011 form as per state requirements. Behavioral Health Associates employees hired on or after April 1st, 2007 shall also meet the requirement of Act 114 of 2006, which additionally requires the employee to provide to the agency a current Federal Criminal History Record.

Behavioral Health Associates will employ highly qualified teachers and all students who are under the regulations of IDEA and Chapter 14 are taught by highly qualified personnel as per "*No Child Left Behind*" and meet the criteria set forth by the PDE Board of Licensed Private Academic schools.

Section 5

Behavioral Health Associates shall determine if a student's special education needs can be met by reviewing the student records, and meeting with appropriate district personnel, parents, and others from outside agencies with a vested interest in the student including but not limited to MH/MR, County Probation, County Children and Youth Services, and private counselors. Behavioral Health Associates shall become members of ESASD multidisciplinary team (MDT) and Individualized Education Program (IEP) Teams.

The IEP team shall review each enrolled student's program every 45 school days to review whether the student's needs are being met or if a change in the student's IEP is necessary.

Section 6

Any significant changes in the IEP or placement shall occur only after a MDT reevaluation is performed and an Evaluation Report (ER) with recommendations to the IEP team is completed, and an IEP team meeting is held. The IEP team shall determine and make any necessary changes to the student's IEP.

Section 7

Behavioral Health Associates shall provide ESASD with general education and/or the appropriate special education documentation, utilizing ESASD forms and formats as required by PDE, Bureau of Special Education (BSE). Behavioral Health Associates can also provide the documentation necessary for ESASD with regard to Act 48 educational placements.

Section 8

Behavioral Health Associates shall provide ESASD with daily attendance reports and shall assist in the enforcement of PA compulsory attendance laws pursuant to ESASD policy and procedures.

Section 9

ESASD agrees to provide Behavioral Health Associates with the appropriate curriculum guides and planned courses when appropriate. In the absence of curriculum guides and planned courses, the IEP requirements shall prevail and/or Behavioral Health Associates will utilize its state approved curriculum.

ESASD shall provide access to their facilities for all ESASD students enrolled at Behavioral Health Associates as required by PDE special education law regarding participation in the general education curriculum and extra curricular activities.

Section 10

ESASD shall provide transportation for its students to and from Behavioral Health Associates. The cost of transportation will be borne by the district.

Section 11

Behavioral Health Associates shall provide the following education programs and services:

Programs

- Alternative general education placement
- Alternative special education placement
- Accelerated learning program
- 30 to 60 day educational appropriateness program
- Special education services
- Academic assessment
- Behavioral assessment
- Behavioral programming
- Social assessment
- Social skills training
- Psycho-educational group instruction three (3) times per week for a minimum one (1) hour
- Technology-based research

Section 12

ESASD shall pay the current daily rate of \$105.00 for each day a general education ESASD student is enrolled at Behavioral Health Associates.

ESASD shall pay the current daily rate of \$153.00 for each day a ESASD student is enrolled at Behavioral Health Associates who is a special education student.

ESASD shall pay the current daily rate of \$232.00 for each day a ESASD student is enrolled in the BHA ISST Program (Intensive Social Skill Training for children diagnosed with an Autism Spectrum Disorder).

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ESASD shall pay the current daily rate of \$325.00 for each day a ESASD student is enrolled in the BHA ISST DD Program (Dual Diagnosis).

EPSD shall pay the current daily rate of \$345.00 for each day a ESASD student is enrolled in the BHA ISST-ISM Program (Intensive Self-Management).

ESASD shall pay the current daily rate of \$232.00 for each day a ESASD student is enrolled in the BHA PRIDE Program (Positively Reinforced Individually Directed Education).

Behavioral Health Associates will not charge the ESASD for Partial Hospitalization services. The tuition charge for a child receiving educational services provided by Behavioral Health Associates while concurrently receiving services in the Behavioral Health Associates Acute Care Partial Hospitalization Program shall be billed at the same daily rate established under this section.

Section 13

ESASD shall pay Behavioral Health Associates on a monthly basis following the provision of services. Disagreements and/or discrepancies on a specific billing figure shall not hinder compensation due Behavioral Health Associates, however, ESASD shall not pay any amount in question or dispute until satisfactory agreement can be reached between ESASD and Behavioral Health Associates.

Section 14

Behavioral Health Associates and ESASD agree that this contract can be modified at any time by mutual consent of both parties in writing, signed by Behavioral Health Associates and ESASD. No modifications or waiver of any of the terms of this contract shall be valid unless in writing and signed by both parties.

Section 15

This contract can be terminated without cause by either party by giving 30 days advance written notice. Termination can be immediate if either party violates the conditions of this contract and no amicable solution can be reached by the parties. If this contract is terminated by either party, all Pennsylvania special education laws regarding a significant change in program/placement must be abided by both Behavioral Health Associates and ESASD.

End of Appendix A.

APPENDIX B

CAREER EMPLOYMENT PROGRAM

This contract between Behavioral Health Associates (BHA) and the East Stroudsburg Area School District (ESASD) effective for the 2019-2020 school year, subsequent school years, and extending through written notice of cancellation by either party shall address the procedures to be followed with the implementation of the Career Employment Program by BHA for ESASD. BHA and ESASD, intending to be legally bound, agree to the following terms and conditions:

Section 1

BHA shall provide a Career Employment Program for each referred student with supervised work placement. This program will provide vocational, academic, and job-skill instruction as well as hands-on job placement experience to prepare the student for the workforce.

Section 2

All students will be supervised by a Job Coach who will be accompanying the student to the work site. This Job Coach will remain with the student for the entire length of the daily work experience. The Job Coach and student will be supervised regularly by a Career and Training Consultant as well as the work site employees/supervisor.

Section 3

All BHA employees are subject to the licensing requirements from the PA Department of Education. As such, all BHA staff must have all clearances in place before commencing work with BHA. Every Job Coach is certified in First Aid, CPR, and CPI (Crisis Prevention & Intervention). Additionally, each Job Coach completes trainings in Ethics and Boundaries, Mandated Reporting, Special Education Practices and Procedures, Emergency and Evacuation Drills and Progress Monitoring throughout the school year. Additionally, every Job Coach must possess a valid driver's license.

Section 4

BHA shall provide round-trip transportation for each student from his/her current school district placement to his/her work/instruction site. This cost is included in the monthly rate for the Career Employment Program. All liability for the program is covered by BHA's liability insurance.

Section 5

ESASD shall pay the current daily rate of \$79.00 per student per session. The amount of days per week is dictated by each child's IEP, or based on a team meeting for students who are not IEP students. If the IEP team determines that a one-on-one job coach is needed, then the district will be charged an additional \$30.00 per hour the student utilizes the services.

Section 6

The cost of the Career Employment Program as outlined in Section 5 is an additional cost. Daily tuition rates will also apply to all students who are simultaneously enrolled in a BHA educational placement.

Section 7

BHA shall invoice, and ESASD shall pay BHA on a monthly basis following the provision of services. Disagreements and/or discrepancies on a specific billing figure shall not hinder compensation due BHA, however, ESASD shall not pay any amount in question or dispute until satisfactory agreement can be reached between ESASD and BHA.

Section 8

The Career Employment Program will be open to all students. BHA, in accordance with its license by the Department of Education, shall grade the performance of all participants. Credit hours will be granted by BHA and accepted by ESASD. Program attendance will be documented and reported to ESASD on a regular basis.

Section 9

Behavioral Health Associates shall retain the right to refuse a referral or to discharge a student if the program is determined inappropriate for the student. The safety of all students and the driver of students shall never be compromised by the behavior of a fellow student. Immediate suspension from the program will occur if a student places him/herself or any other student, teacher, job coach, driver, or coworker at risk of harm or injury. A student shall not be discharged from the program without a meeting between BHA and ESASD administration.

Section 10

BHA and ESASD agree that this contract can be modified at any time by mutual consent of both parties in writing, signed by BHA and ESASD. No modifications or waiver of any of the terms of this contract shall be valid unless in writing and signed by both parties.

Section 11

This contract can be terminated without cause by either party by giving 60 days advanced written notice. Termination can be immediate if either party violates the conditions of this contract and no amicable solution can be reached by the parties. If this contract is terminated by either party, all Pennsylvania special education laws regarding a significant change in program/placement must be followed by both BHA and ESASD.

End of Appendix B.

APPENDIX C

EBRIDGE ACADEMY ONLINE EDUCATION

This contract between Behavioral Health Associate's Licensed Private Academic School (Behavioral Health Associates) and the East Stroudsburg Area School District (ESASD) effective for the 2019-2020 school year, subsequent school years, and extending through written notice of cancellation by either party and shall address the procedures to be followed with implementation of the general education or special education online school programs by Behavioral Health Associates for ESASD. Behavioral Health Associates and ESASD, intending to be legally bound, agree to the following terms and conditions:

Section 1

Behavioral Health Associates shall operate an online general education and/or special education program for ESASD and adhere to all Pennsylvania (PA) and Federal laws governing special and regular education programs.

Section 2

Behavioral Health Associates is and shall continue to be a licensed facility and/or program by the Pennsylvania Department of Education (PDE). Educational programming will serve grade levels K-12.

Section 3

Behavioral Health Associates shall provide no less than 990 hours of instruction per year for secondary and 900 hours per year for elementary levels. The instruction time is logged and documented and will be made available to ESASD upon request.

Section 4

Behavioral Health Associates shall employ Pennsylvania professional certified regular and special education staff. Staff shall have current Pennsylvania Act 34 Criminal History clearance, Act 151 Child Abuse clearance and Act 24 of 2011 form as per state requirements. Behavioral Health Associates employees hired on or after April 1st, 2007 shall also meet the requirement of Act 114 of 2006, which additionally requires the employee to provide to the agency a current Federal Criminal History Record.

Behavioral Health Associates will employ highly qualified teachers and all students who are under the regulations of IDEA and Chapter 14 are taught by highly qualified personnel as per "*No Child Left Behind*" and meet the criteria set forth by the PDE Board of Licensed Private Academic schools.

Section 5

Behavioral Health Associates shall determine if a student's special education needs can be met by reviewing the student records, and meeting with appropriate district personnel, parents, and others from outside agencies with a vested interest in the student including but not limited to MH/MR, County Probation, County Children and Youth Services, and private counselors. Behavioral Health Associates shall become members of ESASD multidisciplinary team (MDT) and Individualized Education Program (IEP) Teams.

The IEP team shall review each enrolled student's program every 45 school days to review whether the student's needs are being met or if a change in the student's IEP is necessary.

Section 6

Any significant changes in the IEP or placement shall occur only after a MDT reevaluation is performed and an Evaluation Report (ER) with recommendations to the IEP team is completed, and an IEP team meeting is held. The IEP team shall determine and make any necessary changes to the student's IEP.

Section 7

Behavioral Health Associates shall provide ESASD with general education and/or the appropriate special education documentation, utilizing ESASD forms and formats as required by PDE, Bureau of Special Education (BSE).

Section 8

Behavioral Health Associates shall provide ESASD with attendance reports and shall assist in the enforcement of PA compulsory attendance laws pursuant to ESASD policy and procedures. Every student's participation is logged: time, date, and duration of services and will be provided to the district in a format and frequency mutually agreed upon by Behavioral Health Associates and ESASD.

Section 9

Behavioral Health Associates will use industry-standard curriculum, which is approved by the PA Dept. of Education and is aligned to the PA educational standards.

ESASD shall provide access to their facilities for all students enrolled in a Behavioral Health Associates program as required by PDE special education law regarding participation in the general education curriculum and extra-curricular activities.

Section 10

Behavioral Health Associates shall provide the following education programs and services:

Programs

- Alternative general education online instruction
- Alternative special education online instruction
- Accelerated learning program online
- Technology-based research
- Participation in IEP/MDE meetings, evaluations, revisions, and implementation.

Section 11

ESASD shall pay the current daily rate of \$25.00 for each day a ESASD student is enrolled at eBridge Academy.

Section 12

ESASD shall pay Behavioral Health Associates on a monthly basis following the provision of services. Disagreements and/or discrepancies on a specific billing figure shall not hinder compensation due Behavioral Health Associates; however, ESASD shall not pay any amount in question or dispute until satisfactory agreement can be reached between ESASD and Behavioral Health Associates.

Section 13

Behavioral Health Associates and ESASD agree that this contract can be modified at any time by mutual consent of both parties in writing, signed by Behavioral Health Associates and ESASD. No modifications or waiver of any of the terms of this contract shall be valid unless in writing and signed by both parties.

Section 14

This contract can be terminated without cause by either party by giving 30 days advance written notice. Termination can be immediate if either party violates the conditions of this contract and no amicable solution can be reached by the parties. If this contract is terminated by either party, all Pennsylvania special education laws regarding a significant change in program/placement must be abided by both Behavioral Health Associates and ESASD.

Section 15

One laptop computer, one all in one scanner/printer/copier and one set of headphones/microphone will be provided to each student by eBridge Academy and assigned to the student for use limited to the eBridge Academy.com curriculum.

eBridge Academy will monitor the location of the hardware ID to ensure the student is participating in cyber school as a resident within the boundaries of the home school district.

Replacement value of above laptop, scanner/printer/copier and headphones/microphone is \$450 if damaged, lost or not returned within seven days of internet inactivity and/or disenrollment. It will be the responsibility of the student's parent/guardian to insure the equipment is returned. If the equipment is not returned, BHA will directly bill the parents/guardian for the costs.

Section 16

The following programs are available to the district at an additional cost.

Credit Recovery Program

- Offering 4 Math classes, 4 English classes, 4 Science classes, 2 Social Studies classes, and 1 Music Appreciation class
- Cost \$110 per course
- Computers will not be provided by eBridge Academy
- Students must have internet access
- All necessary documentation will be provided to the school district to award credits based on the passing completion of each course.

AP Classes

- AP classes in English, Math, Science and Social Studies
- Cost - \$500/year per course plus the cost of a book if necessary (not to exceed \$100)
- All necessary documentation will be provided to the school district to award credits based on the passing completion of each course.
- Computers will not be provided by eBridge Academy
- Students must have internet access

Foreign Language Classes

- Nine Foreign Language classes are offered: Russian, Arabic, Japanese, Chinese, Hindi, French, Spanish, German and Latin
- Cost - \$850/year per course
- Courses are 2.5 hours of synchronous and 2.5 hours asynchronous by the student
- All necessary documentation will be provided to the school district to award credits based on the passing completion of each course.
- Computers will not be provided by eBridge Academy
- Students must have internet access

End of Appendix C.

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APPENDIX D

OTHER SERVICES AND COSTS

Section 1

BHA is able to provide the following services to ESASD. Each of these services will be billed at the end of the month that the services were used.

- **One-on-One Instructional Assistant** \$30.00 per hour
- **Interpreter – Deaf / Hearing Impaired** \$65.00 per hour
- **Interpreter – Spanish** \$60.00 per hour
- **Interpreter – Other Foreign Languages** Rate determined by availability
- **Psychiatric Evaluation** \$350.00 per evaluation
- **Psychological Evaluation** \$300.00 per evaluation
- **Partial Hospitalization** – Price is included in the daily tuition rate. Non-student rate is \$45.00 per hour.
- **Occupational Therapy** – Cost is district specific upon analysis of current usage
- **Physical Therapy** – Cost is district specific upon analysis of current usage
- **Speech Therapy** – Cost is district specific depending upon availability & upon analysis of current usage

End of Appendix D.

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 June 24, 2019, 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 P.O. Box 174, Bushkill PA 18324

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 Lehman Intermediate games at specified location and times listed below. Ambulance should arrive 15-30 minutes prior to the game start time. We have attached a game schedule with start times. Schedule is subject to change. Appropriate notification will be made related to schedule changes.

Location of Services:

Lehman Intermediate Football Field, 257 Timberwolf Drive – Football Field

9:00a.m. on 8/31/19, 10/5/19 (Team 1 Game A at 9:00a.m., Game B at 10:30a.m., Team 2 Game A at 11:30a.m., Game B at 1:00p.m.)

Effective Date: 8/31/19

Professional Fee:

- a) Rate (Daily/Hourly/Other): \$110.00 per game
- b) Time (Days/Hour/Other): 8 games
- c) Total Cost: \$ 880.00

d) Fixed Rate: \$ _____

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

Budget Code:10-3250-330-000-20-518-550-000-5071 Department: Athletics

District Initiator: Lisa Kolcun

Authorization for Payment: _____ Date: _____

Purchase Order # _____

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TO BE COMPLETED FOR ANY PROCUREMENT OVER \$5,000

A. Why are you requesting the service/needs?

CodeHS serves as a supplemental resource utilized in our Computer Science courses (including the Advanced Placement Computer Science course).

Why:

CodeHS contains the digital content and programming that engages our students in different tasks for which they have to know specific languages. CodeHS includes Javascript, Python, Java and HTML/CSS.

Need:

Curricular

Suggested replacement:

We currently have a one-year site license agreement with CodeHS. CodeHS is currently utilized in the Computer Science courses. We are seeking a multi-year site license agreement in order to reduce the annual cost.

B. Cost Estimate: if over \$5,000, were 3 quotes obtained? If yes, please list the vendors and the amounts.

Not applicable

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

Not applicable

D. Procurement Method:

- Quote, RFP, Other

Quote

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

- Yes, Curriculum Initiatives (Secondary Level)

F. Selection of winning proposal

- Was the lowest price selected? If not, explain why and the process of selecting the vendor.

Not applicable

G. Other

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CodeHS

CodeHS Order Form

Customer: East Stroudsburg Area Sd

ATTN: Heather Piperato

--

East Stroudsburg, PA 18301

Pricing Summary

Items	Start Date	End Date	Quantity	Price	Total Price
Pro Section License	07/01/2019	06/30/2020	1 Section	\$2400.00	\$2400.00
2019-2020 School Year Subtotal					\$2400.00
Pro Section License	07/01/2020	06/30/2021	1 Section	\$2400.00	\$2400.00
2020-2021 School Year Subtotal					\$2400.00
Pro Section License	07/01/2021	06/30/2022	1 Section	\$2400.00	\$2400.00
2021-2022 School Year Subtotal					\$2400.00

Total fee under this Order Form: \$7200

Order Form and Obligations under the Master Service Agreement

Dear Customer ("you"),

Thank you for your order! This Order Form is subject to the CodeHS Master Service Agreement [or the terms of your original contract] ("MSA"). If you have already signed the CodeHS MSA, there is no need to do so again, and by signing this Order Form, you agree that the Order Form will continue to be subject to the terms of the original MSA between you and CodeHS.

If you have not signed the MSA, please do so while executing this Order Form. By signing the MSA, you agree that this Order Form, and any future Order Forms, will be bound to the MSA.

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Payment Terms

You agree to pay to CodeHS the total fee set forth on this Order Form.

For each term, CodeHS will break up the total fee into a separate invoice 30 days prior to the beginning of such term and you must pay such invoice within 30 days of receipt.

Payment can be made via credit card (up to certain limits), check, wire transfer or ACH.

CodeHS Inc.
42A Dore St
San Francisco, CA 94103
Phone: (415) 889-3376

The price associated with this Order Form is only available if executed no later than 07/31/2019 (the "Effective Date").

Term: This Order Form begins on the Effective Date and continues until the last date listed under "End Date," unless sooner terminated under the Agreement. The time period between the Effective Date and the End Date is the "Term."

East Stroudsburg Area Sd

Signature

Name

Title

Date 06/18/2019

CodeHS, Inc.

Signature



Name Jeremy Keeshin

Title CEO

Date 06/18/2019

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

CONTRACT FOR SERVICE
(REVENUE GENERATING)

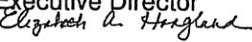
This contract is entered into by Colonial Intermediate Unit 20, 6 Danforth Drive, Easton, Pennsylvania 18045-7899 and East Stroudsburg Area School District, 50 Vine Street, East Stroudsburg, PA 18301, (570) 424-8500.

East Stroudsburg Area School District will utilize Colonial Intermediate Unit 20's online CPR/First Aid Certification account to purchase online CPR/First Aid Certifications at a fee of \$25.99 per Certification.

The total amount of this contract will be based on the total number certificates purchased. This contract will be in effect from July 1, 2019 through June 30, 2020.

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

The signed contract must be returned to Mr. Jon Wallitsch, Director of Fiscal Affairs, at the Intermediate Unit Office.

	05 / 22 / 2019		
Dr. Charlene M. Brennan	Date	East Stroudsburg Area School District	Date
Executive Director		Superintendent	
	05/23/2019		
Mrs. Elizabeth A. Hoagland	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.

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STANDARD EDUCATION AGREEMENT

Agreement made this 23rd day of May, 2019 by and between The Devereux Foundation ("Devereux"), a Pennsylvania non profit corporation with its principal place of business at 2012 Renaissance Blvd, King of Prussia, PA 19406 for its

Devereux PA Children's I/DD Services and
East Stroudsburg Area School District (Agency), which
has its

principal place of business at 50 Vine Street, East Stroudsburg, PA 18301.

Whereas, Agency has determined that Devereux is able to meet the special educational needs of individuals for which Agency is obligated to provide services/funding, and

Whereas, Agency desires to place _____ (Client) at Devereux, and

Whereas, Agency represents that the parent(s) or guardian of the Client has agreed that Devereux is able to meet the needs of the Client,

Now, therefore, in consideration of the terms hereinafter set forth, and with intent to be legally bound, the parties agree as follows:

1. **Devereux Services** - Devereux will provide to the Client education, basic psychiatric intervention, psychological services, and related services as called for in the Client's individual educational plan.
2. **Term and Renewal** - This agreement shall be for the period from 7/8/2019 to 8/23/2019 unless terminated earlier due to discharge of the student or the transfer of payment responsibility to an alternative agency.
3. **Payment of Fees** - In consideration for Devereux's provision of services as set forth above, Agency shall pay to Devereux as described in Attachment A, Services and Fees, which is attached hereto and incorporated herein, beginning on the date of admission. The parties expressly agree that Education Day includes all days of excused/authorized absences as well as unauthorized absences as detailed in section 15, below. If the Client is admitted or discharged during a payment period, the fee shall be prorated. Payment is due not later than 30 calendar days from the date of invoice. Late payments are subject to a finance charge equal to one percent per month on the unpaid balance, or the highest rate allowed by law, whichever is lower. East Stroudsburg Area School District (ESASD) will pay the daily rate every day the student is reported in membership by the ESASD. ESASD will pay

when a student is absent, but not on days when the school is closed or hold non-student days for any reason. Unless otherwise set forth herein, the fee does not cover, and Devereux shall not be responsible for the Client's medical, dental or pharmacy expenses, medical insurance premiums, clothing expenses, transportation to and from Devereux and other expenses generally considered as personal to an individual.

4. Reports to Agency - Upon request Devereux shall provide evidence of approval of its programs, together with a description of the programs and the types of clients served, including instructions and special services to be provided to the Client. Devereux shall provide such additional information reports, as the Agency may reasonably require to be kept informed of the Client's progress, including quarterly reports on forms provided by Agency and appropriate updated psychological, social and educational evaluations on or before June 1 of each year. Devereux shall immediately notify Agency in the event that Devereux's license or certificate to operate is revoked or suspended.
5. Visitation - Agency or its agents or employees and the parent or guardian shall have the right to visit and observe Devereux's program and facilities at any reasonable time and to meet with the staff of Devereux who are working with the Client.
6. Termination - Either party may terminate this agreement upon thirty (30) days written notice to the other party. In the event of termination, the Agency shall pay for, and Devereux shall provide, services to the date of termination. Agency shall be responsible to remove the Client as of any termination date. In the event Devereux loses its approval to operate the Client's program, this agreement shall terminate immediately, provided that Agency shall pay the reasonable cost of the Client's maintenance at Devereux until the Client's departure.
7. Indemnification - Each party hereby agrees to indemnify, defend and save the other party harmless from and against any and all claims, suits, actions, damages, judgments, liabilities, fines, penalties and expenses, including reasonable attorney's fees and litigation costs, arising out of the indemnifying party's intentional or negligent acts or omissions. This provision shall survive any expiration, termination or non-renewal of this Agreement.
8. Modification - No modification of this agreement shall be effective unless in writing and signed by the parties hereto. No forbearance to enforce any provisions of this agreement, or waiver of any breach hereof, shall be deemed a waiver of any other provision of right hereunder or any subsequent breach of default.
9. Severability - If any provision of this agreement shall be deemed to be void or invalid in law or otherwise, then only that provision shall be stricken from this agreement, and in all other respects this agreement shall be valid and continue in full force and effect.
10. Entire Understanding - This agreement constitutes the entire understanding between the parties as to the matters contained herein and there are no terms, covenants, conditions, representations, warranties or agreements expressed or implied, oral or written of any nature whatsoever other than as herein contained.
11. Headings; Plurals; Gender - Headings are inserted solely for the convenience of reference and shall not constitute part of this agreement nor shall they affect its meaning,

construction or effect. The use of the singular shall, if there is more than one person similarly affected, include the plural; and the use of the masculine gender shall include the feminine where applicable.

12. Notices - All notices hereunder shall be sufficient only if given in writing by certified mail, return receipt requested, to the address above set forth, or by personal delivery.
13. Devereux Financial Records - Agency understands that Devereux is a unique provider that operates multiple programs in various states. Agency recognizes that Devereux will keep its books and records in its customary format, in accordance with generally accepted accounting principles, and that such books and records shall reasonably reflect revenues, expenses, assets, liabilities, fund balance, cash disbursements, cash receipts, population, and enrollment, as applicable. Agency shall utilize standard Devereux reports and records so long as these reasonably reflect the information necessary to verify the nature and extent of services rendered under this agreement. Devereux will retain books and records for a period of 4 years following the expiration of this agreement.
14. Compliance with Laws and Regulations - Devereux shall comply with all applicable federal, state laws and regulations of the state where the Devereux facility providing services under this Agreement is located. Devereux will use its best efforts to comply with those applicable laws and regulations of the Agency's state of which Devereux has been notified in writing.
15. Unauthorized Absences - Agency shall pay Devereux for the first 5 days of an unauthorized absence of a Client from the Devereux facility.
16. Non-Discrimination - Devereux will not discriminate in its employment practices or in its admission decisions based on race, color, nationality, ethnic origin, creed, sex or disability.
17. Insurance - In accordance with its usual practices, Devereux agrees to maintain worker's compensation, professional liability, comprehensive general liability and automobile liability insurance or coverage. Devereux will provide proof of coverage to Agency upon request.
18. Independent Contractor Status - The relationship of the parties shall at all times be that of independent contractors and not as employer-employee.
19. Confidentiality - The parties shall protect the confidentiality of all Client information in accordance with applicable federal and state laws.
20. Assignment - Devereux will not assign, transfer or delegate any of its duties or rights hereunder without the prior written approval of the Agency.
21. Approvals - The undersigned individuals certify and represent that all necessary approvals or authorizations have been obtained from their respective organizations and that they are authorized to sign this agreement on behalf of their organization.
22. Dispute Resolution - Any dispute or claim arising out of or relating to this agreement or breach thereof or the relationship between Devereux and Agency shall be settled as follows:
 - A. First, for a period of thirty (30) days, the parties shall engage in good faith negotiations

- to privately resolve the dispute or claim;
- B. Second, should good faith negotiations as detailed in 22.A fail, the parties shall engage in non-binding mediation to resolve the dispute or claim. The parties shall jointly agree on the mediator and shall share equally in the costs of said mediation;
- C. Third, should mediation as detailed in 22.B fail, the parties agree that the dispute or claim shall be by binding arbitration pursuant to 42 Pa.C.S. Sections 7301 through 7320, and with Section 7302 (d) being applicable to such proceedings. The venue of the proceedings shall be in Monroe County, Pennsylvania. Each party to the arbitration shall select an arbitrator who shall be a member of the Bar of the Commonwealth of Pennsylvania, and a third arbitrator shall be selected by the arbitrators of the parties, but if no mutually agreeable third arbitrator is so selected, a third arbitrator shall be selected upon Petition to the Orphan's Court of Montgomery County, Pennsylvania. Any award entered by the arbitrators will be final and binding, subject to the judicial review set forth herein. Upon completion of the proceedings, judgment may be entered by either party in accordance with applicable law in any court of competent jurisdiction. The arbitrators will not have the power to direct equitable relief.

23. Attachment – The following attachments are made part of this agreement:

Attachment A: Services and Fees

Attachment B: Not Applicable

24. Special Provisions (If none so state.)
None

IN WITNESS WHEREOF, the Parties have executed this Agreement the date set forth above.

FOR AGENCY:

By: _____

Date: _____

FOR DEVEREUX:

By: _____

Anthony McKeever
National Director of Reimbursement

By: _____

Cindy Beegle
Contracts Director

Date: 5/23/11

**ATTACHMENT A
SERVICES AND FEES**

Education @ \$236 per school day

1:1 Services @ \$34 per hour**

**If, at any time, one-to-one (1:1) services are made a part of Client's IEP, East Stroudsburg Area School District hereby acknowledges and agrees that Devereux will be under an obligation to provide said one-to-one (1:1) services, and will seek separate compensation for such services consistent with the rates stated above on Attachment A of this Contract.

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 2 day of May, 20 19, by and between:

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

(Lastra) AND
Steve Hennessy (the "Contractor") of Dr. Planet

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

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SCHEDULE A

Description of Service to be performed (be specific):

Dr. Planet Presentation for Steam-R

Location of Services:

Smithfield Elementary

Effective Date:

Professional Fee:

a) Rate (Daily/Hourly/Other): \$ 300
Time (Days/Hour/Other): 7/17/19 @ 11:00
Total Cost: \$ 300

b) Fixed Rate: \$ 300

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

Budget Code: 10-1192-100-430-10-~~000~~-000-000-9150

Department: _____

District Initiator: Nicole C. DeLuca

Authorization for Payment: _____

Date: _____

Purchase Order # _____

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Steve Hennessy Presents

Dr. Planet

&

Fun with Character Ed

Musical, Interactive Programs on the Solar System and the Qualities of
Character Education

It is hereby agreed by and between the undersigned that Steve Hennessy
will perform "Dr. Planet, A Fun, Musical and Educational Trip Through The
Solar System" and/or "Fun With Character Ed" for your event as indicated
below.

INVOICE

DATE: Wednesday July 17, 2019

PLACE/EVENT: Smithfield Elementary School/ Steam-R East Stroudsburg PA

TIME: 11am 1 Show Dr. Planet

PRICE: **\$300.00**

DEPOSIT :XXXXXXXXXX

BALANCE **\$300.00**

TO BE PAID IN FULL ON DATE OF PERFORMANCE

ACCEPTED BY

NAME _____ DATE _____

TEL # _____

_____ DATE _____

* MAKE CHECK PAYABLE TO: STEVE LASTRA AKA DR. PLANET / *Character ED*

1042 PORTER DR, BUSHKILL, PA 18324

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**AFFILIATION AGREEMENT FOR CLINICAL PRACTICE INTERNSHIP
AND USE OF A FACILITY AS AN EXERCISE SCIENCE INTERNSHIP SITE**

THIS AGREEMENT, is made this __ day of _____, 2019, by and between EAST STROUDSBURG UNIVERSITY OF PENNSYLVANIA, (hereinafter referred to as "University"), an educational institution of the State System of Higher Education, Commonwealth of Pennsylvania and East Stroudsburg Area School District - North (hereinafter "Internship Site").

BACKGROUND

WHEREAS, Internship Site is equipped with the facilities and appropriate supervision necessary to provide an educational experience to the University's students in the area of Exercise Science; and

WHEREAS, the University is an educational institution that provides a degree in the area of Exercise Science; and

WHEREAS, the University is desirous of providing an educational experience to its students limited to participation through supervision in a practical internship setting; and

WHEREAS, the Site is desirous of establishing a relationship with the University, whereby University students may receive practical experience in their area of matriculation subject to the provisions of this Agreement.

NOW THEREFORE, intending to be legally bound, the parties agree as follows:

I. DUTIES AND RESPONSIBILITIES OF THE UNIVERSITY

- a. *Selection of Students.* The University shall be responsible for the selection of a qualified clinical practice intern or resident (hereinafter "students") to participate in the practicum. In addition to the Graduate Assistant student, ESU Exercise Science Department will assign an appropriately qualified, senior-level undergraduate exercise science intern / volunteer student to assist the Graduate Assistant with strength and conditioning duties on site. The selected students must have the appropriate educational background and skills consistent with the contemplated educational experience offered by Internship Site. The individuals will work with the athletic program at Internship Site. The Graduate Coordinator at ESU will select the students to be recommended to the Dean of the Graduate College for placement with the Internship Site.
- b. *Education of Student.* The University shall assume responsibility for the classroom education of the students. The University shall be responsible for the administration of

the program, the curriculum content, the requirements of matriculation, grading, and graduation.

- c. *Term of Placement.* The students will work for Internship Site 10 hours per week during the term of this placement. The placement will include Fall, Spring semester and Summer session for the Internship Site.
- d. *Submission of Name of Candidate.* The University shall submit the names of the students to Internship Site or a designated representative at least 2 weeks prior to the practicum assignment.
- e. *Designation of Representative.* University shall designate a person to serve as a liaison between the parties who will meet periodically with representatives of the Internship Site in order to discuss, plan and evaluate experience of the students.
- f. *Advising Student of Rights and Responsibilities.* The University will be responsible for advising the students of his or her own responsibilities under this Agreement. The students shall be advised of his or her obligations to abide by the policies and procedures of Internship Site and should the students fail to abide by any policy/or procedure, he or she may be expelled from the Internship Site program. If necessary, the termination of the students from the clinical practice intern program will be done according to the policies and procedures of the University. It is understood and agreed that while the students are providing exercise science services to the Internship Site, the students shall be under the direct supervision of the Internship Site, including the Athletic Director employed by Internship Site.
- g. *Professional Liability Insurance.* The students shall be responsible for procuring professional liability insurance at his/her own expense. The limits of the policy shall be a minimum of \$1,000,000.00 per claim and an aggregate of \$3,000,000.00 per occurrence. This policy must remain in full force and effect for the duration of the assistantship or residency. The Graduate Student intern / volunteer student will work within the scope of their job descriptions.
- h. Internship Site understands that, as an Agency of the Commonwealth, the University is prohibited from purchasing insurance. As a public university and state instrumentality there is no statutory authority to purchase insurance and it does not possess insurance documentation. Instead, it participates in the Commonwealth's Tort Claims Self-Insurance program administered by the Bureau of Risk and Insurance Management of the Pennsylvania Department of General Services. This program covers the scope of their employment, and claims arising out of the University's performance under this Agreement, subject to the provisions of the Tort claims Act, 42 Pa C.S.A. §§8521, *et seq.* For purposes of this Agreement, it is understood and agreed that the students, while providing Exercise Science services to the Internship Site, is under the supervision of the Internship Site.

- h. Prior to the rendering of services by the graduate student and the intern / volunteer student pursuant to this agreement, the students shall obtain and provide to the Internship Site all criminal and child abuse clearances and/or other records required by the Pennsylvania School code and/or other applicable statutes.

II. DUTIES AND RESPONSIBILITIES OF INTERNSHIP SITE

- a. *Establishment of Assistantship or Residency.* Internship Site authorizes the use of its facilities as may be agreed upon by the Internship Site and the University as a practicum. This practicum is for a student enrolled in a graduate degree program at East Stroudsburg University. A description of the duties and responsibilities of the student will be developed by the appropriate individuals at the Internship Site, with a copy provided to the Graduate Coordinator from ESU.
- b. *Policies of Internship Site.* The Internship Site will review with each student, prior to the assignment any and all applicable policies, codes or confidentiality issues related to the experience. Internship Site will provide the University all the applicable information at least 2 weeks in advance of the student's participation.
- c. *Administration.* Internship Site will have sole authority and control over all aspects of student services, including appropriate supervision of the student. Internship Site will be responsible for and retain control over the organization, and operation of its programs.
- d. *Removal of Noncompliant Student.* Internship Site shall have the authority to immediately remove a student who fails to comply with its policies and procedures. If such a removal occurs, Internship Site should immediately contact the responsible University contact.
- e. *Designation of Representative.* Internship Site shall designate a person to serve as a liaison between the parties who will meet periodically with representatives of the University in order to discuss, plan and evaluate experience of the student.
- f. *Supervision of Students.* Internship Site shall provide a practicum site supervisor who will supervise student activities during the practicum. The students will be supervised by the Athletic Director of the Internship Site for the provision of all exercise science services. Internship Site agrees to indemnify and hold harmless the University, the State System of Higher Education and the Commonwealth and its officers, employees, representatives and agents, harmless from any and all liability, claims, demands and actions based upon and arising out of any activities performed by the students while under the supervision of the Internship Site under this Agreement. Upon receipt of written notice of any matter for which indemnification might be claimed by the University or its officers, employees, representatives and agents, the Internship Site shall promptly defend, contest or otherwise protect against any such suit, action, investigation, claim or proceeding at its own cost and expense. The University may, but will not be obligated to, participate at its own expense in the proceeding, with counsel of

its own choosing. Representation of the University shall be in compliance with the Commonwealth Attorneys Act.

- g. *Reporting of Student Progress.* Internship Site shall provide all reasonable information requested by the University on a student's work performance. If there are any student evaluations, they will be completed and returned according to any reasonable schedule agreed to by the University and Internship Site.
- h. *Student Records.* Internship Site shall protect the confidentiality of student records as dictated by the Family Educational Rights and Privacy Act (FERPA) and shall release no information absent written consent of the student unless required to do so by law or as dictated by the terms of the Agreement.

III. MUTUAL TERMS AND CONDITIONS

- a. *Number of Participating Students.* The parties mutually agree that one student and one intern / volunteer student shall be assigned to the Internship Site for this assistantship or residency.
- b. *Payment.* The Internship Site shall pay the University \$3752.00 in two equal payments on the first day of the Fall and Spring Semesters and a third payment of \$2151 on the first day of the Summer Semester which shall be for part of the student's tuition at the prevailing rate (Fall, Spring, and Summer I), all of the graduate student stipend, reimbursement of social security and worker's compensation costs to the University. The stipend is calculated based on the student providing Exercise Science services to the Internship Site as follows: Fall (150 hours), Spring (150 hours), and Summer I (60 hours). If Internship Site removes a student who fails to comply with its policies and procedures or terminates this Agreement, it is understood and agreed that there shall be reimbursement a proration of amounts due or payments made under this Agreement only for the time the student worked. If the student quits the program at the Internship Site, the University shall not be responsible for reimbursing any amounts paid under this Agreement. There is no additional charge for the intern / volunteer student.
- c. *Term of Agreement.* The term of this Agreement shall be one year(s) from the date of execution.
- d. *Termination of Agreement.* The University or the Internship Site may terminate this Agreement for any reason with ninety (90) days' notice. Either party may immediately terminate this Agreement in the event of a breach. However, should the Internship Site terminate this Agreement prior to the completion of an academic semester for other than a breach of the terms of this agreement or student's failure to follow applicable policy, the student enrolled at that time may continue his/her educational experience until it would have been concluded absent the termination.

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- e. *Nondiscrimination.* The parties agree to continue their respective policies of nondiscrimination based on title VI of the Civil Rights Act of 1964 in regard to sex, age, race, color, creed, and national origin, Title IX of the Education Amendments of 1972 and other applicable laws, as well as the provisions of the Americans with Disabilities Act.
- f. *Interpretation of Agreement.* The laws of the Commonwealth of Pennsylvania shall govern this Agreement.
- g. *Modification of Agreement.* This Agreement shall only be modified in writing with the same formality as the original Agreement.
- h. *Relationship of Parties.* The relationship between the parties to this Agreement to each other in that of independent contractors. The relationship of the parties to this contract to each other shall not be construed to constitute a partnership, joint venture, employment or any other relationship, other than that of independent contractors.
- i. *Liability.* Neither of the parties shall assume any liabilities to each other, except as specifically provided in this Agreement. As to liability to each other or death to persons, or damages to property, the parties do not waive any defense as a result of entering into this contract. This provision shall not be construed to limit the Commonwealth of Pennsylvania's rights, claims or defenses which arise as a matter of law pursuant to any provisions of this contract. This provision shall not be construed to limit the sovereign immunity of the Commonwealth of Pennsylvania or of the State System of Higher Education or the University.
- j. *Entire Agreement.* This Agreement represents the entire understanding between the parties. No other oral understandings or promises exist in regards to this relationship.
- k. *Services.* Based on agreement between sport coach and ESU staff, the students will perform up to 3 relevant sport performance assessments from the following fitness components: strength, speed, acceleration, power, local muscle endurance, agility, body composition, aerobic capacity, anaerobic capacity. These assessments will occur either on site or at ESU based on components selected, logistics, and athlete availability. The number of assessments is not to exceed 75 per sport season (fall, winter, spring).

[Remainder of page intentionally left blank]

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

Authorized Signature:

XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX

_____ Date

Joann Z. Bruno, JD
Provost and Vice President for Academic Affairs, ESU

_____ Date

Approved as to form and legality:

University Legal Counsel (ESU)

_____ Date

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**AFFILIATION AGREEMENT FOR CLINICAL PRACTICE INTERNSHIP
AND USE OF A FACILITY AS AN EXERCISE SCIENCE INTERNSHIP SITE**

THIS AGREEMENT, is made this __ day of _____, 2019, by and between EAST STROUDSBURG UNIVERSITY OF PENNSYLVANIA, (hereinafter referred to as "University"), an educational institution of the State System of Higher Education, Commonwealth of Pennsylvania and East Stroudsburg Area School District - South (hereinafter "Internship Site").

BACKGROUND

WHEREAS, Internship Site is equipped with the facilities and appropriate supervision necessary to provide an educational experience to the University's students in the area of Exercise Science; and

WHEREAS, the University is an educational institution that provides a degree in the area of Exercise Science; and

WHEREAS, the University is desirous of providing an educational experience to its students limited to participation through supervision in a practical internship setting; and

WHEREAS, the Site is desirous of establishing a relationship with the University, whereby University students may receive practical experience in their area of matriculation subject to the provisions of this Agreement.

NOW THEREFORE, intending to be legally bound, the parties agree as follows:

I. DUTIES AND RESPONSIBILITIES OF THE UNIVERSITY

- a. *Selection of Students.* The University shall be responsible for the selection of a qualified clinical practice intern or resident (hereinafter "students") to participate in the practicum. In addition to the Graduate Assistant student, ESU Exercise Science Department will assign an appropriately qualified, senior-level undergraduate exercise science intern / volunteer student to assist the Graduate Assistant with strength and conditioning duties on site. The selected students must have the appropriate educational background and skills consistent with the contemplated educational experience offered by Internship Site. The individuals will work with the athletic program at Internship Site. The Graduate Coordinator at ESU will select the students to be recommended to the Dean of the Graduate College for placement with the Internship Site.
- b. *Education of Student.* The University shall assume responsibility for the classroom education of the students. The University shall be responsible for the administration of

the program, the curriculum content, the requirements of matriculation, grading, and graduation.

- c. *Term of Placement.* The students will work for Internship Site 10 hours per week during the term of this placement. The placement will include Fall, Spring semester and Summer session for the Internship Site.
- d. *Submission of Name of Candidate.* The University shall submit the names of the students to Internship Site or a designated representative at least 2 weeks prior to the practicum assignment.
- e. *Designation of Representative.* University shall designate a person to serve as a liaison between the parties who will meet periodically with representatives of the Internship Site in order to discuss, plan and evaluate experience of the students.
- f. *Advising Student of Rights and Responsibilities.* The University will be responsible for advising the students of his or her own responsibilities under this Agreement. The students shall be advised of his or her obligations to abide by the policies and procedures of Internship Site and should the students fail to abide by any policy/or procedure, he or she may be expelled from the Internship Site program. If necessary, the termination of the students from the clinical practice intern program will be done according to the policies and procedures of the University. It is understood and agreed that while the students are providing exercise science services to the Internship Site, the students shall be under the direct supervision of the Internship Site, including the Athletic Director employed by Internship Site.
- g. *Professional Liability Insurance.* The students shall be responsible for procuring professional liability insurance at his/her own expense. The limits of the policy shall be a minimum of \$1,000,000.00 per claim and an aggregate of \$3,000,000.00 per occurrence. This policy must remain in full force and effect for the duration of the assistantship or residency. The Graduate Student intern / volunteer student will work within the scope of their job descriptions.
- h. Internship Site understands that, as an Agency of the Commonwealth, the University is prohibited from purchasing insurance. As a public university and state instrumentality there is no statutory authority to purchase insurance and it does not possess insurance documentation. Instead, it participates in the Commonwealth's Tort Claims Self-Insurance program administered by the Bureau of Risk and Insurance Management of the Pennsylvania Department of General Services. This program covers the scope of their employment, and claims arising out of the University's performance under this Agreement, subject to the provisions of the Tort claims Act, 42 Pa C.S.A. §§8521, *et seq.* For purposes of this Agreement, it is understood and agreed that the students, while providing Exercise Science services to the Internship Site, is under the supervision of the Internship Site.

- h. Prior to the rendering of services by the graduate student and the intern / volunteer student pursuant to this agreement, the students shall obtain and provide to the Internship Site all criminal and child abuse clearances and/or other records required by the Pennsylvania School code and/or other applicable statutes.

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- b. *Policies of Internship Site.* The Internship Site will review with each student, prior to the assignment any and all applicable policies, codes or confidentiality issues related to the experience. Internship Site will provide the University all the applicable information at least 2 weeks in advance of the student's participation.
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its own choosing. Representation of the University shall be in compliance with the Commonwealth Attorneys Act.

- g. *Reporting of Student Progress.* Internship Site shall provide all reasonable information requested by the University on a student's work performance. If there are any student evaluations, they will be completed and returned according to any reasonable schedule agreed to by the University and Internship Site.
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- c. *Term of Agreement.* The term of this Agreement shall be one year(s) from the date of execution.
- d. *Termination of Agreement.* The University or the Internship Site may terminate this Agreement for any reason with ninety (90) days' notice. Either party may immediately terminate this Agreement in the event of a breach. However, should the Internship Site terminate this Agreement prior to the completion of an academic semester for other than a breach of the terms of this agreement or student's failure to follow applicable policy, the student enrolled at that time may continue his/her educational experience until it would have been concluded absent the termination.

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- e. *Nondiscrimination.* The parties agree to continue their respective policies of nondiscrimination based on title VI of the Civil Rights Act of 1964 in regard to sex, age, race, color, creed, and national origin, Title IX of the Education Amendments of 1972 and other applicable laws, as well as the provisions of the Americans with Disabilities Act.
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- h. *Relationship of Parties.* The relationship between the parties to this Agreement to each other in that of independent contractors. The relationship of the parties to this contract to each other shall not be construed to constitute a partnership, joint venture, employment or any other relationship, other than that of independent contractors.
- i. *Liability.* Neither of the parties shall assume any liabilities to each other, except as specifically provided in this Agreement. As to liability to each other or death to persons, or damages to property, the parties do not waive any defense as a result of entering into this contract. This provision shall not be construed to limit the Commonwealth of Pennsylvania's rights, claims or defenses which arise as a matter of law pursuant to any provisions of this contract. This provision shall not be construed to limit the sovereign immunity of the Commonwealth of Pennsylvania or of the State System of Higher Education or the University.
- j. *Entire Agreement.* This Agreement represents the entire understanding between the parties. No other oral understandings or promises exist in regards to this relationship.
- k. *Services.* Based on agreement between sport coach and ESU staff, the students will perform up to 3 relevant sport performance assessments from the following fitness components: strength, speed, acceleration, power, local muscle endurance, agility, body composition, aerobic capacity, anaerobic capacity. These assessments will occur either on site or at ESU based on components selected, logistics, and athlete availability. The number of assessments is not to exceed 75 per sport season (fall, winter, spring).

[Remainder of page intentionally left blank]

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

Authorized Signature:

XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX

_____ Date

Joann Z. Bruno, JD
Provost and Vice President for Academic Affairs, ESU

_____ Date

Approved as to form and legality:

University Legal Counsel (ESU)

_____ Date

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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 2 day of May, 20 19, by and between:

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

AND

Roger Spotts (the "Contractor") of Kettle Creek

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):

Docono Wildlife Presentation for Steam-R

Location of Services:

Smithfield Elementary

Effective Date:

Professional Fee:

a) Rate (Daily/Hourly/Other): \$ 100
Time (Days/Hour/Other): 7/10/2019 @ 9:30
Total Cost: \$ 100

b) Fixed Rate: \$ 100

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

Budget Code: 10-1192-100430-10-000-000-000-9150

Department: EITC Grant

District Initiator: Nicole C. DeLuca

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 31st day of May, 20 19, by and between:

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

AND

Lisa Diemer (the "Contractor") of Kitchen Chemistry

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):

Presentation ~ Kitchen Chemistry
She is doing a Chemistry Presentation using food for our Chemistry week at our Summer Steam R program.

Location of Services:

Bushkill Elementary School cafeteria

Effective Date:

Tuesday, July 2, 2019

Professional Fee:

a) Rate (Daily/Hourly/Other): \$ 40.00
Time (Days/Hour/Other): 45 minutes
Total Cost: \$ 40.00

b) Fixed Rate: \$ 40.00 total for travel
\$0.00 for presentation

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

Budget Code: 10-1192-330-100-10-~~000~~-000-000-9150

Department: EITC Grant

District Initiator: _____

Authorization for Payment: _____

Date: _____

Purchase Order # _____

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EAST STROUDSBURG AREA SCHOOL DISTRICT
Independent Contractor Agreement

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

THIS AGREEMENT is made this 16 day of May, 202019 by and between:

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

AND

Kitty Jones (the "Contractor") of Kits Interactive Theatre

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): Summer STEAM *R

Kits Interactive Plays will weave history, literature, dance and music into a theatrical production for the students. This will be an enrichment activity for students combining the storytelling theme from this week.

Location of Services: ESE Room 300

Effective Date: 7-17-2019

Professional Fee:

a) Rate (Daily/Hourly/Other): \$ 400.00
Time (Days/Hour/Other): _____
Total Cost: \$ _____

b) Fixed Rate: \$ _____

c) Are expenses included? YES NO

If no, please itemize:
Plus travel expenses.

Budget Code: 10-1192-330-430-10-212-000-000-9184 Department: Title IV

District Initiator: [Signature] for Dave Baker

Authorization for Payment: _____ Date: _____

Purchase Order # _____



Contract Date: 3/4/19

Contact: Ms. Sue Hegarty
STEAM Coordinator
East Stroudsburg Elem.
93 Independence Rd.
East Stroudsburg, PA 18301

cell: 5703507269

570-421-1905

email: susan-hegarty@esasd.net

school closing website: _____

(in case of bad weather)

Kit's Interactive Theatre, Inc. will provide (1) program: ~~Mother Nature~~

Grace the Pirate

Performance Date: July 17, 2019

Performance Times: 10:00 am

Performance Location: same

For services rendered plus travel expenses you will pay: \$ 400.00 No deposit is required. **The balance of: \$400.00 will be paid on the day of the show or after if the district requires.**

East Stroudsburg Elem. School will provide a clean/private dressing room (with mirror, sink and toilet facilities- faculty bathroom is acceptable) and a clean performance space (minimal 20'wide x 12'deep) with direct access to the audience (**steps front and center if on stage – though performing on floor is best**).

- 1) **Audience size must not exceed ~ 200 students.**
- 2) Artist will arrive @ 8:30 am. Artist must have access to clean performance space 1 and ¼ hours before the engagement to unload and set up. Please advise if there is a conflict with buses
- 3) School will provide assistance loading and unloading if there is no ramp (only stairs) to building/performance space: is there a ramp into the school: yes no
- 4) Artist will supply professional sound system.
- 5) **Study guides and floor plan are available on line www.kitsinteractivetheatre.com.**
- 6) In the event of necessary cancellation of a performance due to storm, accident, riot, sickness, interruption of transportation or any other "act of God" condition, neither party will be held liable and the program will be rescheduled to a mutually agreed upon date, with all the terms of this agreement still applying. If for any reason the program(s) are cancelled outright by the school within 3 weeks of performance, the school will be responsible for one half the artist fee.
- 7) There will be no recording of performance without prior permission from the artist. Please be sure audience members comply with this request.

Please sign and return one copy to Kit's Interactive Theatre, Inc., within two weeks (3/18/19) to secure your engagement – otherwise the contract is regarded as null and void and date will be made available to other parties. Keep a signed copy for your records.

The foregoing is agreed to

and accepted on 5/16/2019
(date)

Sue Hegarty
Ms. Sue Hegarty
STEAM Coordinator

Kitty Jones

Kit's Interactive Theatre, Inc.

Kitty Jones 117 Old Kettle Court Stroudsburg, PA 18360 P: 570.476.5612
www.kitsinteractivetheatre.com e: info@kitsinteractivetheatre.com

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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 5 day of June, 2019, by and between:

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

AND

Cherlyn Vatalaro (the "Contractor") of Lehigh Valley Zoo

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 hour Zoo Reach Program

Location of Services:

Middle Smithfield Elementary

Effective Date:

July 8, 2019

Professional Fee:

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

b) Fixed Rate: \$ 475.00

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

Budget Code: 10-1192-330-10010-000000-000-9150

Department: EITC Grant

District Initiator: [Signature]

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 June 24, 2019, by and between:

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

AND

Alexis Mercado (the "Contractor") of **Lexicon Timing, LLC**

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

1. Nature of Position

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

2. Scope of Duties

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

3. Breach of Agreement

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

SCHEDULE A

Description of Service to be performed (be specific):

Timing Services for South Track & Field 4 dual meets and Cavalier Invitational

Location of Services:

East Stroudsburg South High School Stadium

Effective Date: From March 2, 20~~19~~²⁰ to May 15, 2020

Professional Fee:

- a) Rate (Daily/Hourly/Other): \$ \$450 X 4 Dual Meets = \$1,800.00
- Time (Days/Hour/Other): \$1,500.00 for Cavalier Invitational
- Total Cost: \$ 3,300.00

b) Fixed Rate: \$ _____

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

Budget Code: 29-3210-810-000-30-820-000-000-5181 Department: South Track & Field

District Initiator: Lisa Kolcun

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 9 day of May, 2019, by and between:

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

AND

Bill & Donna (the "Contractor") of Mad Science of
Peterson 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

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SCHEDULE A

Description of Service to be performed (be specific):

Fire and Ice Assembly on July 18, 2019
Spin, Pop, Boom Assembly on July 25, 2019

Location of Services:

Middle Smithfield Elementary School

Effective Date:

July 18, 2019 and July 25, 2019

Professional Fee:

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

Time (Days/Hour/Other): _____

Total Cost: \$ _____

b) Fixed Rate: \$ 2 x \$400.00 for total of \$800.00

c) Are expenses included? YES NO

If no, please itemize:

Budget Code: 10-1192-330-100-10-000-000-000-9150

Department: EITC Grant

District Initiator: 

Authorization for Payment: _____

Date: _____

Purchase Order # _____

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EAST STROUDSBURG AREA SCHOOL DISTRICT
Independent Contractor Agreement

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

THIS AGREEMENT is made this 2 day of May, 20 19, by and between:

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

AND

Bill and Donna Peterson (the "Contractor") of Mad Science

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):

Fire and Ice Assembly for Steam-R

Location of Services:

Smithfield Elementary

Effective Date:

Professional Fee:

a) Rate (Daily/Hourly/Other): \$ 400
Time (Days/Hour/Other): 7/24/19 @ 12:45
Total Cost: \$ 400

b) Fixed Rate: \$ 400

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

Budget Code: 10-1192-330-100-10-000-000-000-9150

Department: EITC Grant

District Initiator: Neole C. DeLuca

Authorization for Payment: _____

Date: _____

Purchase Order # _____

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Mad Science of Lehigh Valley
 2321 Silo Drive
 Easton, PA 18040
 610-438-0232
 www.madscience.org/lehighvalley
 mslv@rcn.com

Invoice

Date	Invoice #
5/13/2019	2092

Bill To
Smithfield Elementary 245 River Road East Stroudsburg, PA 18301

Ship To
Nicole DeLuca

Terms
Due on receipt

Quantity	Item Code	Description	Price Each	Amount
1	SE	Special Event - Fire & Ice	400.00	400.00
			Total	\$400.00

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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 20th day of May, 2019, by and between:

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

AND

Monroe County Conservation District (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 controversy arising out of or relating to any interpretation, construction, performance or breach of this Agreement

SCHEDULE A

Description of Service to be performed (be specific):

By designing a one week *Biology Through Ecology Unit* to complement all levels of existing Biology I courses on the high school level, we hope to support the education of all Biology students prior to the Pennsylvania Biology Keystone Exam by providing an opportunity to experience enrichment activities both inside and outside the classroom environment. The target audience for this program includes all levels of students enrolled in a Biology I course and their teachers

Location of Services:

Students will participate in academic instruction that will be split between their Biology teacher and a Conservation District educator arranged within the ESHS-S building (classroom/board room). Students will then participate in a Field Experience Day where they will apply their knowledge of skills and understanding of concepts acquired during the academic instruction days. This field day will take place at Yetter Park on Mill Creek Rd.

Effective Date:

Two different experiences will take place, one in the Fall Semester of the 2019-2020 school year. The second will take place during the Spring Semester of the 2019-2020 school year.

Professional Fee:

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

b) Time (Days/Hour/Other): _____

Total Cost: \$

c) Fixed Rate: \$ 4,130.00 (half paid by MCCD, half by ESASD)

d) Are expenses included? YES NO

If no, please itemize:

Budget Code: 10-1110-513-000-30-820-180-000-0000 Department: Science –South

District Initiator: _____

Authorization for Payment: _____ Date: _____

Purchase Order # _____

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East Stroudsburg South High School 10th grade "Biology Through Ecology" Proposal.

(2019-2020 school year)

Cost Breakdown

Classroom Instruction (60 students per class maximum)

Fall	\$128.75 per class x 4 classes	= \$515.00
Spring	\$128.75 per class x 4 classes	= <u>\$515.00</u>
	Year Total	\$1030.00

Field Instruction (110 students per class maximum)

Fall	\$775.00 per class x 2 classes	= \$1,550.00
Spring	\$775.00 per class x 2 classes	= <u>\$1,550.00</u>
	Year Total	\$3,100.00

Total per School Year **\$4,130.00**

2019-2020 School Year We Propose the Following:

Monroe County Conservation District commitment	\$2,065.00
East Stroudsburg School District	\$2,065.00

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 6th day of May, 2019, by and between:

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

MACKEVICH AND PLM ENTERPRISES
Mr. Pete Macovitch (the "Contractor") of Pocono Snake + Animal Farm

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 get a live presentation on animals.

Location of Services:

Bushkill Elem. Multi-purpose room.

Effective Date:

Thursday, July 11, 2019

Professional Fee:

a) Rate (Daily/Hourly/Other): \$ 300 total
Time (Days/Hour/Other):
Total Cost: \$ 300

b) Fixed Rate: \$ 300

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

Budget Code: 10-1192-330-100-10- 000 -000-000-9150

Department: EITC Grant

District Initiator: R. Winnick 5-6-19

Authorization for Payment: _____

Date: _____

Purchase Order # _____

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EAST STROUDSBURG AREA SCHOOL DISTRICT
Independent Contractor Agreement

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

THIS AGREEMENT is made this 2nd day of May, 2019, by and between:

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

AND

Derek Scott (the "Contractor") of PEEC

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



PEEC

Pocono Environmental
Education Center

538 Emery Road
Dingmans Ferry, PA 18328

www.PEEC.org
Phone:(570) 828-2319 Fax:(570) 828-9695

Invoice

Date	Invoice #
7/3/2019	11542

CONTRACT #
D SCOTT

BILL TO:-

East Stroudsburg Area School District
50 VINE STREET
EAST STROUDSBURG, PA 18301

1st DEPOSIT DUE
2ND DEPOSIT DUE

Please make checks payable to PEEC.
OR if you want to pay by credit card there is a 5% fee on invoices totalling over \$1000.

Qty	Description	Rate	Amount
	2019 07/03/19 RESICA ELEMENTARY SCHOOL PRESENTER: BUTTERFLIES & BUGS PRESENTATION	150.00	150.00

FINAL BILLING:
IF THE SIGNED CONTRACT AND DEPOSITS ARE RECEIVED ON TIME, ALL ELIGIBLE GROUPS WILL RECEIVE A DISCOUNT OF 1 ADULT PER LEARNING GROUP (15 STUDENTS).
The discount for "no charge" adults will be taken at the billing meeting.
The final balance will be determined by the actual number of participants as well as any additional charges or credits as discussed at the billing meeting.

PEEC...
where learning comes
NATURALLY!

Total	\$150.00
Payments/Credits	\$0.00

Balance Due \$150.00

CFC# 9200-0041 PA# 36280

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REMAINING BALANCE DUE AFTER COMPLETION AND DETERMINED AT BILLING MEETING.

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 2 day of May, 20 19, by and between:

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

AND

Sheri Bone (the "Contractor") of PEEC

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):

Beaver Presentation for STEAM-R

Location of Services:

Smithfield Elementary

Effective Date:

Professional Fee:

a) Rate (Daily/Hourly/Other): \$ 100
Time (Days/Hour/Other): 7/2/2019 @ 12:45
Total Cost: \$ 100

b) Fixed Rate: \$ 100

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

Budget Code: 10-1192-330-10010-000-000-000-9150

Department: EITC Grant

District Initiator: Nicole C. DeLuca

Authorization for Payment: _____

Date: _____

Purchase Order # _____



PEEC

Pocono Environmental
Education Center

538 Emery Road
Dingmans Ferry, PA 18328

www.PEEC.org
Phone(570 828-2319 Fax:(570) 828-9695

Invoice

Date	Invoice #
6/12/2019	11450

CONTRACT #
4035

BILL TO:

SMITHFIELD ELEMENTARY
NICOLE DELUCA
245 RIVER ROAD
EASE STROUDSBURG, PA 18301

1st DEPOSIT DUE
06/12/19
\$50.00
2ND DEPOSIT DUE

Please make checks payable to PEEC.
OR if you want to pay by credit card there is a 5% fee on invoices totalling over \$1000.

Qty	Description	Rate	Amount
100	2019 07/03/19 WED 12:45PM CHILDREN	1.00	100.00

FINAL BILLING:
IF THE SIGNED CONTRACT AND DEPOSITS ARE RECEIVED ON TIME, ALL ELIGIBLE GROUPS WILL RECEIVE A DISCOUNT OF 1 ADULT PER LEARNING GROUP (15 STUDENTS).
The discount for "no charge" adults will be taken at the billing meeting.
The final balance will be determined by the actual number of participants as well as any additional charges or credits as discussed at the billing meeting.

PEEC...
where learning comes
NATURALLY!

Total	\$100.00
Payments/Credits	\$0.00

CFC# 9200-0041

PA# 36280

476 Balance Due **\$100.00**

REMAINING BALANCE DUE AFTER COMPLETION AND DETERMINED AT BILLING MEETING.

Pocono Environmental Education Center



538 Emery Road
 Dingmans Ferry, PA 18328
 Phone (570) 828-2319 Fax (570) 828-9695

PEEC PROGRAM CONTRACT

2019

GROUP #: 12012

CONTRACT #: 4035

NAME OF ORGANIZATION:

SMITHFIELD ELEMENTARY
 NICOLE DELUCA
 245 RIVER ROAD
 EASE STROUDSBURG, PA 18301

DATE: 3/20/2019 DATE REVISED:

3/20/2019

CABINS: 0

MEALS: 0

Customer Fax

Start Date TIME
 2019 07/03/19 WED 12:45PM

Total \$100.00

Customer Phone 570-421-2841

2019 07/03/19 WED 1:45PM

Terms 20% deposit; 30% 60days; bal at

FIRST DEPOSIT & SIGNED CONTRACT DUE 3/20/2019

E-mail NICOLE-DELUCA@ESASD.NET

SECOND DEPOSIT DUE (IF APPLICABLE): 05/20/19

Qty	Description	Rate	Total
100	2019 07/03/19 WED 12:45PM CHILDREN	1.00	100.00
7	2019 07/03/19 WED 12:45PM ADULTS	0.00	0.00

Directions: 1: Review, complete and SIGN the contract. 2: Return one copy to PEEC with your initial deposit.

FOR GROUPS WHO ARE ELIGIBLE FOR DISCOUNTS, PLEASE READ NEW POLICIES IN COVER LETTER.

Contract Terms: 1: A signed contract and non-refundable deposit of 20% are required immediately to hold the reservation.

2: The second non-refundable deposit (30%) is due 60 days after the date of the contract. If your scheduled arrival date is less than 90 days from the date of the contract, an initial deposit of 50% is required.

FOR THOSE WHO PAY BY PURCHASE ORDER, THE INITIAL DEPOSIT REQUIRED WILL BE 50%.

3: The total number of participants can be decreased by up to 10% without penalty prior to twenty-one calendar days before your scheduled arrival. Decreases in excess of 10% will be subject to forfeiture of the deposit for those participants.

4: The number of participants may be increased, if accommodations permit, by calling PEEC prior to twenty-one calendar days prior to scheduled visit. Groups are required to confirm guaranteed number of participants twenty-one calendar day prior to scheduled arrival. If the actual number of participants falls below this number, a 50% penalty will be assessed on all no-shows.

5: Your final invoice will be based on services that you receive and for which you contract, plus any additional costs agreed upon by all parties. Changes to interim invoices are not necessary as the final invoice will reflect all agreed upon changes.

6: All accompanying adults will comply with the "PEEC Policies for Schools and Groups" as set forth in the current Program Planning Packet.

Signing Officer Name: (Please print)	Signature <i>477</i>	Date
Executive Director Pocono Environmental Education Center	<i>Jeffrey Rosalsky</i>	CFC# 9200-0041 PA# 36280
		Please Make Checks Payable to PEEC

Letter of Agreement

Between
East Stroudsburg Area School District
And
Pocono Services for Families & Children Head Start Program

Effective Date: July 1, 2019 to June 30, 2020

East Stroudsburg Area School District Buildings: Middle Smithfield Elementary and Smithfield Elementary.

This Letter of Agreement is subject to the terms and conditions below and is contingent upon the receipt of funding for Pocono Services for Families & Children/Monroe County Head Start under the Health & Human Services (HHS) Grant and the Head Start Supplemental State Program (HSSAP) Grant. Failure to receive total funding voids this Agreement

A new Agreement will be negotiated upon receipt of partial funding. If no Agreement can be reached in such case, the Program will not be implemented.

Either party can also void this Agreement at any time, by providing the other party with thirty (30) days written notification.

Terms and Conditions

1. Staffing - Teacher and Assistant Teacher(s) hired by Head Start utilizing PSFC funds.
 - a. There will be an a.m. class with a maximum of 17 Head Start Students at Middle Smithfield Elementary.
 - b. There will be one full-year, full day class with a maximum of 18 students at Smithfield Elementary, as well as an afternoon class 2 days per week for 15 children.
2. Curriculum - Creative Curriculum for Young Children, Second Step, and Handwriting Without Tears.
3. Assessments - GOLD. The cost of the online assessment will be paid by Head Start utilizing PSFC funds. IGDI - The cost of online data management will be paid by School District through the Title I Grant.
4. Health - All required Head Start health services and screenings will be provided by Head Start health coordinator and teachers.
5. Nutrition - Children's meals provided by the School District and billed to the School meal Program. Snack will be provided by the Head Start. The Head Start Nutrition Consultant and Nutrition manager will provide additional oversight. Adult meals are billed directly to Head Start utilizing PSFC funds.

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6. Special Needs - Will be provided by Head Start EI and Behavioral Health Managers in conjunction with Colonial Intermediate Unit #20 and the School District. CWBS staff of Head Start will also provide services.
7. Social Services - Recruitment will be the joint responsibility of School District and Head Start. Eligibility determination and selection will be the responsibility of Head Start.
8. Parent Involvement - Will be solely the responsibility of Head Start Staff. Parents will be cleared for entry into School District Property by the School District to volunteer and for Parent Visits. If background checks are required it will be the responsibility of Head Start at Head Start expense utilizing PSFC funds.
9. Career Development - Pre-Service and In-Service Training including Child Development Association (CDA) Credential and college courses for credits are the responsibility of Head Start utilizing PSFC funds. Head Start staff will participate in PD opportunities by the School District as appropriate at no cost.
10. Equipment- (Classroom) Provided by the School District and Head Start. (Playground) Provided by the School District at no cost to Head Start.
11. Supplies - Provided by Head Start utilizing PSFC funds.
12. Space - Provided by School District at no cost to Head Start.
13. Utilities - Utilities are provided by the School District at no cost to Head Start.
14. Maintenance - Including snowplowing and garbage removal provided by School District at no cost to Head Start.
15. Repairs to Facility and Equipment - Provided by School District at no cost to Head Start.
16. Classes will be provided utilizing the Head Start Calendar (160 days at 4-5 hours per class) for Middle Smithfield, and 235 days at 5 hours per class for Smithfield.
17. School Closings due to inclement weather will be at the discretion of the Superintendent of Schools.

Lisa VanWhy, President
ESASD School Board of Directors

Tim Lee, Executive Director
Pocono Services for Families & Children

William Riker, Superintendent
East Stroudsburg Area School District

Sandy Shay, Program Director
Pocono Services for Families & Children

EAST STROUDSBURG AREA SCHOOL DISTRICT
Independent Contractor Agreement

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

THIS AGREEMENT is made this 2nd day of May, 20 19, by and between:

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

AND

Kathy Uhler (the "Contractor") of Pocono Wildlife Rehabilitation and Education Center

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

1. Nature of Position

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

2. Scope of Duties

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

3. Breach of Agreement

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

SCHEDULE A

Description of Service to be performed (be specific): (Adaptations)
"Amazing Animal Adventure" program for our K-5
Summer STEAM#R 'campers' in the gym, from
12:45 P.M. lasting until 1:45 P.M.

Location of Services:
Resica Elementary School
1 Gravel Ridge Rd.
East Stdbg, VA 18302

Effective Date:
July 11th, 2019

Professional Fee:

a) Rate (Daily/Hourly/Other): \$ _____
Time (Days/Hour/Other): _____ 12:45-1:45
Total Cost: \$ _____

b) Fixed Rate: \$ 250⁰⁰

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

Budget Code: 10-1192-330-430-10-_____-000-000-9184

Department: Title IV

District Initiator: Paul Kuhl

Authorization for Payment: _____ Date: _____

Purchase Order # _____

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

Contract for In-District Services

Name of Provider: Steven Randall

Employee # _____

Date(s) of Services: Monday, 7/22/19

Title of Presentation/Service: Outside: Radio Controlled plane; Inside: Helicopter

Purpose of Presentation/Service: Summer school: Physical Science ^{Week}

Total Time Required for Presentation/Service: 1 hour 12 Noon - 1:00 P.m.

Presentation/Service Facility: outside BES; Inside BES gym

Maximum Number of Participants: approx. 60

Presentation/Service Rate: \$29.06 curriculum rate

Total Estimated Cost of Proposed Presentation/Service: \$29.06

Budget Account Number to be charged: Title IV 10-1192-330-430-10-211-

Audio/Visual Equipment Needed: None 000-000-9184

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: A. Winnick 5-22-19
Initiator sends to Provider to sign DATE

Signature of Provider: S. Randall 5-23-19
Provider sends to Assistant Superintendent for Curriculum & Instruction DATE

Grants Conference 5/28/19

Approvals:
 Assistant Superintendent
 For Curriculum & Instruction: [Signature] 5/28/19
 Send to the Superintendent's Office DATE

After Board Approved Board Approval Date _____

Superintendent: _____
 Send back to the Initiator DATE

Upon Completion of Presentation/Service the Initiator will complete.

Comments on services _____

Total due provider _____ Approved for payment _____

Initiator will distribute the copies:

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

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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 24 day of June, 2019, by and between:

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

AND

Todd Schafer (the "Contractor") of Schaf's Video Productions

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 game videography for all East Stroudsburg North football games and scrimmages at specified location and times listed below. Appropriate notification will be made related to schedule changes.

Location of Services:

- 8/17/19 – Bangor High School at North football field @ 10:00a.m. (Scrimmage)
- 8/23/19 – Freedom High School at North football field @ 7:00p.m.
- 8/30/19 – At Stroudsburg football field @ 7:00p.m.
- 9/6/19 – Wm. Allen High School at North football field @ 7:00p.m.
- 9/13/19 – At Northampton High School @ 7:00p.m.
- 9/20/19 – Allentown Central Catholic High School at North football field @ 7:00p.m.
- 9/27/19 – At Dieruff High School @ 7:00p.m.
- 10/4/19 – Pleasant Valley High School at North football field @ 7:00p.m.
- 10/11/19 – At Pocono Mt East High School @ 7:00p.m.
- 10/19/19 – At Pocono Mt West High School @ 12:00p.m.
- 10/25/19 – East Stroudsburg South at North football field @7:00p.m.
- Playoff game - TBA

Effective Date: 8/17/19

Professional Fee:

- a) Rate (Daily/Hourly/Other): \$ 12 games @ \$115 per game
Time (Days/Hour/Other): _____
Total Cost: \$1380.00 **50% paid upfront and balance paid at end of contract**

b) Fixed Rate: \$ _____

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

Budget Code: 10-3250-330-000-30-819-550-000-5071 Department: Athletics

District Initiator: Lisa Kolcun

Authorization for Payment: _____ Date: _____

Purchase Order # _____

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

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

THIS AGREEMENT is made this 24 day of June 2019 by and between:

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

AND

Todd Schafer (the "Contractor") of **Schaf's Video Productions**

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 game videography for all East Stroudsburg South Football games and scrimmages at specified locations and time listed below. Appropriate notification will be made related to schedule changes.

Location of Services:

- *8/17/19 - At Berwick High School (Crispin Field) @ 10:00a.m.
- 8/23/19 – At Whitehall High School @ 7:00p.m.
- 8/30/19 – Pocono Mt West High School at South Football stadium @ 7:00p.m.
- 9/6/19 – Pocono Mt East High School at South Football stadium @ 7:00p.m.
- 9/13/19 – At Stroudsburg High School @ 7:00p.m.
- 9/20/19 – William Allen High School at South Football stadium @ 7:00p.m.
- 9/27/19 – At Northampton High School @ 7:00p.m.
- 10/4/19 – Bethlehem Catholic High School at South Football stadium @ 7:00p.m.
- 10/11/19 – At Dieruff High School @ 7:00p.m.
- 10/18/19 – Pleasant Valley High School at South Football stadium @ 7:00p.m.
- 10/25/19 – At East Stroudsburg North High School @ 7:00p.m.
- Playoff game - TBA

Effective Date: 8/17/19

Professional Fee:

- a) Rate (Daily/Hourly/Other): 11 games at \$115.00 per game and *1 game at \$200 per game
- b) Time (Days/Hour/Other): _____
Total Cost: \$1465.00 - 50% paid upfront and the balance paid at the end of the contract
- c) Fixed Rate: \$ _____
- d) Are expenses included? YES NO
If no, please itemize:

Budget Code: 10-3250-330-000-30-820-550-000-5071 Department: Athletics

District Initiator: Lisa Kolcun

Authorization for Payment: _____ Date: _____

Purchase Order # _____

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

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

THIS AGREEMENT is made this 24th day of May 2019, by and between:

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

AND

Catherine Klingler (the "Contractor") of Schisler Museum & McMunn Planetarium

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 enrolled in the JM Hill Summer STEAM-R program will tour the museum and visit the planetarium to support the program theme – Space.

The ^{CR}younger students will view the planetarium film – ~~The Little Star That Could~~, while the ^{CR}older students will view the film Astronaut.

Location of Services:

Schisler Museum & McMunn Planetarium
200 Prospect St.
East Stroudsburg, PA 18301

Effective Date: Tuesday, July 16, 2019 – 10:00 am

Professional Fee:

a) Rate (Daily/Hourly/Other): \$ 3 per student @ 90 students = \$270
Time (Days/Hour/Other): NA
Total Cost: \$ 270

b) Fixed Rate: \$ _____

Are expenses included? YES NO

If no, please itemize:

Budget Code: 10-1192-330-1010.000.000.000.9150 Department: ETC Grant

District Initiator: Michelle Arnold

Authorization for Payment: _____ Date: _____

Purchase Order # _____

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

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

THIS AGREEMENT is made this day of June 24, 2019, by and between:

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

AND

Suburban EMS (the "Contractor") of P.O. Box 3339, Palmer PA 18045-3339

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 J. T. Lambert Intermediate football games at specified location and times listed below. Ambulance should arrive 15-30 minutes prior to the game start time. We have attached a game schedule with start times. Schedule is subject to change. Appropriate notification will be made related to schedule changes.

Location of Services:

J. T. Lambert Intermediate School, 2000 Milford Road, East Stroudsburg PA 18301 –
Football Field
9:00a.m. – 2:30p.m. on 8/24/19, 10/19/19
9:00a.m. – 12:00p.m. on 9/14/19

Effective Date: 8/24/19

Professional Fee:

- a) Rate (Daily/Hourly/Other): \$55 per hour
- b) Time (Days/Hour/Other): 16 hours – time is approximate for the games and could increase
Total Cost: \$ 880.00 (since time is approximate this rate could increase)

c) Fixed Rate: \$ _____

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

Budget Code:10-3250-330-000-20-517-550-000-5071 Department: Athletics

District Initiator: Lisa Kolcun

Authorization for Payment: _____ Date: _____

Purchase Order # _____

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EAST STROUDSBURG AREA SCHOOL DISTRICT
Independent Contractor Agreement

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

THIS AGREEMENT is made this 12th day of June, 2019, by and between:

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

AND

Lin Erickson, Executive Director and CIO (the "Contractor") of The Da Vinci Science Center

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

1. Nature of Position

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

2. Scope of Duties

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

3. Breach of Agreement

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

SCHEDULE A

Description of Service to be performed (be specific):

This interactive learning experience will take place during the Summer STEAM*R program – supporting the space theme.

Students will be divided into 3 sessions and guided to use their engineering skills to design and test rockets, allowing time to modify and retest designs.

Session times: 10:30 -11:30 am
11:30 am –12:30 pm
12:30 – 1:30 pm

Each session will last approximately 1 hour. Each session is \$225.00 (Inclusive of materials to create rockets).

Location of Services:

JM Hill Elementary School
151 East Broad Street
East Stroudsburg, PA 18301

Effective Date: Wednesday, July 3, 2019

Professional Fee:

a) Rate (Daily/Hourly/Other): \$ 225.00 per session x 3 = \$675 + \$75 travel (46 miles)
Time (Days/Hour/Other): _____
Total Cost: \$ 750

b) Fixed Rate: \$ _____

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

Budget Code: 10-1192-330-100-10-600-000-000-9150

Department: ETC Grant

District Initiator: Michelle Arnold

Authorization for Payment: _____ Date: _____

Purchase Order # _____



Universal Community Behavioral Health

Letter of Agreement

In order to ensure cooperative efforts and to facilitate continuity of care when serving individuals enrolled in the East Stroudsburg Area School District and The Meadows Psychiatric Center ("The Meadows") agree to the following for the 2019-2020 and 2020-21 school year:

1. To respond to requests for clinical information in a timely manner and in accordance with applicable law. In accordance with appropriate Releases of Information or as otherwise permitted by applicable law, when requested, The Meadows will send East Stroudsburg Area School District psychiatric information, relevant to each individual to whom they mutually provide services.
2. A designated professional from East Stroudsburg Area School District agrees to collaborate with The Meadows for students who are receiving mental health and educational services.
3. All employees who have direct contact with children will maintain background clearances (Act 114, Act 151, and Act 34) current within 36 months, and be trained in child abuse recognition and reporting through an approved program every five years. Before hiring a new employee, The Meadows Psychiatric Center will verify employment history for Sexual Misconduct/Abuse Disclose through Act 168. The Meadows will notify the chief school administrator within 72 hours of an employee's arrest or conviction of an offense listed in Section 111(e). All records will be made available to East Stroudsburg Area School District within 48 hours of the request.
4. This agreement assures that both agencies will abide by Federal and State standards regarding confidentiality of individual's information, as well as maintain the client's protected health information as required by law.
5. East Stroudsburg Area School District agrees to pay The Meadows Psychiatric Center \$67 per day for educational services offered by a Pennsylvania Certified teacher, Monday through Friday, while their student is at The Meadows.
6. This letter will remain in effect until either party requests termination by a written 30-day notice.

 Kristi L. Godin-Snyder, D.Ed
 Director of Education
 The Meadows Psychiatric Center

 David Grabowski, LCSW
 CEO/Managing Director
 The Meadows Psychiatric Center

 School District Representative

 Title

 Date

 Date

 Date

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132 The Meadows Drive, Centre Hall, PA 16828 | ph 814.364.2161 / fax 814.364.9742 | www.themeadows.net

THE SCRANTON LACKAWANNA HUMAN DEVELOPMENT AGENCY, INC.

LCGC AT THE GLOBE

123 Wyoming Ave 3rd Floor

Scranton Pennsylvania 18503

Phone: (570)963-6836 Website: www.slhda.org



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

Scranton-Lackawanna Human
Development Agency, Inc.
Head Start Program
123 Wyoming Ave. Suite 311
Scranton, PA. 18503

Letter of Agreement

This Letter of Agreement is subject to the terms and conditions below and is contingent upon the receipt from the PA Department of Education of the full amount of funding requested in the Grant Application presented by the Scranton Lackawanna Human Development Agency, Inc. Early Learning Program to that Department under the Head Start Supplemental Assistance Program (HSSAP).

It is understood that this funding, and therefore this Agreement, is valid from July 1, 2019 to June 30, 2020.

A new Agreement will be negotiated if there should be any change in funding. In such case, if no Agreement can be reached, the Program will not be implemented.

This Agreement can be deemed void at any time by either party by providing the other party with sixty (60) days written notification.

In such case, that service cannot be provided as deemed in this contract it is the responsibility of the contractor to contact SLHDA with a written plan of action immediately.

- 1) **Staffing** – Teacher and Teacher Aide hired by SLHDA, Inc. and paid with HSSAP Funds. Teachers are required to have a minimum of a Bachelor’s Degree in Early Childhood Education or a related field from an accredited college or university. Teacher Aides must have a minimum of a Child Development Associate (CDA).
 - a) Staff time includes classroom time, classroom planning for each teacher and aide, collaborating with SLHDA family engagement worker, and in-service training.
 - b) Substitutes are the responsibility of the SLHDA. Class size is sixteen children with a teacher and aide or two teachers.
 - c) Students will receive 3.5 hours of service per day. Group size staffing requirements must be met at all times.
 - d) SLHDA will assure that all staff has appropriate background checks, health appraisal, and TB test prior to initial date of service.
- 2) **Curriculum** – The Creative Curriculum will be implemented. Pre-k programs must implement developmentally appropriate research-based early childhood curriculum, including additional curricular enhancements, as appropriate. Curriculum must be fully aligned with the Pennsylvania Early Learning Standards.
 - a) Curriculum shall be content-rich to promote measurable progress toward development and learning outlined in the frameworks.

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- b) Programs must support staff to effectively implement curriculum and, at a minimum, monitor curriculum implementation and fidelity to provide support, feedback, and supervision for continuous improvement of its implementation.
- 3) **Outcomes** – Pre-k programs will follow the Head Start standards, specifically 1302.102 (c) titled Using data for continuous improvement, SLHDA policies and procedures (1302.90). Pre-k programs will provide and maintain a supportive learning environment both indoors and outdoors to assure optimal growth and development for future success. Pre-k programs will provide a language rich environment and curriculum to promote language and literacy at school and at home. Pre-k programs will provide opportunities for daily gross motor both indoors and outdoors. Pre-k programs will ensure continuous growth utilizing ongoing documentation of all children in the classroom
- a) Child assessments will be completed three times a year to aid the teaching team in making programmatic, classroom, and instructional changes to ensure continuous optimal individual growth with guidance from the SLHDA Coordinator/Manager.
 - b) If continuous growth does not occur in any of the domains of development, the referral guidelines set forth by SLHDA to refer will be followed.
- 4) **Rating Scales and Assessments** - will be administered by SLHDA staff under the direction of the Head Start Coordinator/Manager. These will include one of the following tools at least two times per year and shared with all involved staff. (ECERS, TPOT, and/or CLASS)
- 5) **Health Services** – All required Head Start Health Services and Screenings will be monitored by the Head Start Health Manager.
- a) Immunization and physical records - Parents have 60 days from the first day of school to produce immunization records and child health assessment. After the 60 days, a child may not be able to return to school until immunization records and/or health assessment are received by the school. If a child is behind on immunizations, s/he will still be able to attend school if acceptable medical documentation is provided explaining the reason for the delay. Parents have 90 days from the first day of school to produce a child dental assessment. Immunization records, dentals and physicals will be kept on file at SLHDA.
 - b) Health component staff and/or consultants will be allowed on site to complete all required screenings (vision, blood lead, dental, hearing).
- 6) **Nutrition** – Breakfasts and lunches will be provided by the school district and billed to the School Lunch Program. Snacks will be provided by the school district and billed to SLHDA. The School District will ensure all children funded by HSSAP receive meals and snacks that meet the nutritional needs and accommodate the feeding requirements of each child. SLHDA staff is expected to be sitting with and engaging children in conversation and teaching self- help skills such as set up and clean up. SLHDA Nutrition Consultant and Nutrition Coordinator will provide additional assistance to ensure all requirements are met. The District will notify SLHDA of any changes that involve receiving funding from the School Lunch Program within 24 hours of the change.
- 7) **Special Services-** The program must ensure enrolled children with disabilities and their families receive all applicable services delivered in the least restrictive possible environment and that they fully participate in all program activities. The SLHDA Special Services staff will assist in the coordination for referral and provision of early intervention services.

- 8) **Mental Health** – SLHDA staff agree to promote children’s mental health, social and emotional well-being by providing supports for effective classroom management and a positive learning environment, supportive teaching practices and strategies for supporting children with challenging behaviors and/or other social, emotional and mental health concerns. SLHDA will provide the services of a Mental Health Consultant to staff and families through scheduled classroom observations and consultation, as well as the weekly Helpline.
- 9) **Suspension and Expulsion**- The program must prohibit or severely limit the use of suspension due to a child’s behavior. Such suspensions may only be temporary in nature and used only as a last resort in extraordinary circumstances where there is a serious safety threat that cannot be reduced or eliminated by the provision of reasonable modifications. The program must engage with mental health resources, collaborate with parents, utilize appropriate community resources and develop a written plan to document the action and supports needed to help the child return to full participation in all program activities as quickly as possible while ensuring child safety. Ultimately, the program cannot expel a child from the program because of a child’s behavior.
- 10) **Family Engagement** – Recruitment will be the joint responsibility of the School District and SLHDA. Eligibility determination and selection will be the responsibility of the SLHDA ERSEA coordinator
- 11) **Training and Professional Development** – Pre-Service and In-Service Training including, Child Development Associate (CDA) Credential, and college courses for credit are the responsibility of SLHDA. In-service trainings offered by the SLHDA Inc. or the School District will be open to staff of the partnering agency, whenever topics are appropriate.
- 12) **Monitoring**- SLHDA Early Learning Programs monitor the required tasks and requirements of the program in alignment with the HSSAP program and other Federal, State and local regulations. Monitoring protocols are established at the center/site level, coordinator level, management level and administrative level for all service areas.
 - a) Districts will utilize a system of ongoing monitoring for staff and facility safety and maintenance.
 - b) Additional monitoring tools used by SLHDA Early Learning Programs include: Child Outcome Planning and Administration (COPA) data system, Teaching Strategies GOLD Child Assessment, Center Compliance Checklist, Health and Safety Checklist, Family Engagement Checklist, Indoor/Outdoor Safety Checklist, as well as observation tools such as, CLASS, ECERS, and TPOT. Results will be shared with District staff.
 - c) Assigned Preschool Program Specialist will conduct Site Visits and Monitoring using the Program Review Instrument.
- 13) **Data Management** - SLHDA uses the COPA (Child Outcome, Planning & Administration) database designed for Head Start, Early Head Start and Community Actions Agencies and specifically geared to program and data management. COPA is a secure online, 100% web-based program, customizable to the needs of the Agency and is able to aggregate data for reporting needs. It offers real-time data collection, assessments, monitoring, reporting, referral and organizational work-flow with the ability to be accessed from any location. SLHDA’s COPA database has been configured for seamless reporting of:
 - a) The National Association for State Community Service Programs (NASCSPP’s) Community Service Block Grant (CSBG) Report.
 - b) Head Start’s Program Information Report (PIR)

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- 14) **Data Monitoring** - On a monthly basis, data is reviewed by SLHDA's Data and Education Managers for program performance, data captured/reported and progress toward agency goals. Specific data points have been identified for the purposes of monthly monitoring and are necessary for standard program compliance and to identify needed areas of improvement to improve service to children/families. By monitoring these data points monthly, SLHDA is able to accurately assess the needs of the community while internally identifying the status of data collection, data entry and outcomes. Monitoring on a monthly basis also lends for seamless reporting to funding sources. Data that is monitored includes, but is not limited to:
 - a) Enrollment Information including daily attendance
 - b) Child and Family Demographics
 - c) Child and Family Health Demographic Information is collected by program staff at different points in the program enrollment process:
 - i) At time of application
 - ii) Reviewed/updated during orientation
 - iii) Reviewed/updated throughout the program year for goals, referrals for services and case notes.
- 15) **Age Appropriate Equipment** - (Classroom and Playground) Provided by the district and SLHDA.
- 16) **Age Appropriate Supplies** - Tooth brushes and tooth paste will be provided by SLHDA for each child. Diapers and/or pull ups will be provided by SLHDA, if necessary. Other supplies provided by the district and SLHDA.
- 17) **Space** – provided by the district at no cost to SLHDA.
- 18) **Utilities** – provided by the district and SLHDA.
- 19) **Maintenance** – Including snow plowing, lawn care and garbage removal provided by the district.
- 20) **Repairs to Facility and Equipment** - provided by the district and SLHDA.
- 21) **Classes** - will be provided utilizing a combination of the school district and SLHDA calendars (160 days) at 3.5 hours per class.
- 22) **School Closings**- Closings due to inclement weather will be at the discretion of the Superintendent. Sessions will be rescheduled, if needed, in order to meet the 160 day requirement.

TO BE COMPLETED FOR ANY PROCUREMENT OVER \$5,000

A. Why are you requesting the service/needs?

CodeHS serves as a supplemental resource utilized in our Computer Science courses (including the Advanced Placement Computer Science course).

Why:

CodeHS contains the digital content and programming that engages our students in different tasks for which they have to know specific languages. CodeHS includes Javascript, Python, Java and HTML/CSS.

Need:

Curricular

Suggested replacement:

We currently have a one-year site license agreement with CodeHS. CodeHS is currently utilized in the Computer Science courses. We are seeking a multi-year site license agreement in order to reduce the annual cost.

B. Cost Estimate: if over \$5,000, were 3 quotes obtained? If yes, please list the vendors and the amounts.

Not applicable

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

Not applicable

D. Procurement Method:

- Quote, RFP, Other

Quote

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

- Yes, Curriculum Initiatives (Secondary Level)

F. Selection of winning proposal

- Was the lowest price selected? If not, explain why and the process of selecting the vendor.

Not applicable

G. Other



CodeHS Order Form

Customer: East Stroudsburg Area Sd
ATTN: Heather Piperato

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East Stroudsburg, PA 18301

Pricing Summary

Items	Start Date	End Date	Quantity	Price	Total Price
Pro Section License	07/01/2019	06/30/2020	1 Section	\$2400.00	\$2400.00
Pro Section License (DISCOUNTED, 1 Semester)	07/01/2019	06/30/2020	1 Section	\$1250.00	\$1250.00
2019-2020 School Year Subtotal					\$3650.00
Pro Section License	07/01/2020	06/30/2021	1 Section	\$2400.00	\$2400.00
Pro Section License (DISCOUNTED, 1 Semester)	07/01/2020	06/30/2021	1 Section	\$1250.00	\$1250.00
2020-2021 School Year Subtotal					\$3650.00
Pro Section License	07/01/2021	06/30/2022	1 Section	\$2400.00	\$2400.00
Pro Section License (DISCOUNTED, 1 Semester)	07/01/2021	06/30/2022	1 Section	\$1250.00	\$1250.00
2021-2022 School Year Subtotal					\$3650.00

Total fee under this Order Form: \$10950

Order Form and Obligations under the Master Service Agreement

Dear Customer ("you"),

Thank you for your order! This Order Form is subject to the CodeHS Master Service Agreement [or the terms of your original contract] ("MSA"). If you have already signed the CodeHS MSA, there is no need to do so again, and by signing this Order Form, you agree that the Order Form will continue to be subject to the terms of the original MSA between you and CodeHS.

If you have not signed the MSA, please do so while executing this Order Form. By signing the MSA, you agree that this Order Form, and any future Order Forms, will be bound to the MSA.

Payment Terms

You agree to pay to CodeHS the total fee set forth on this Order Form.

For each term, CodeHS will break up the total fee into a separate invoice 30 days prior to the beginning of such term and you must pay such invoice within 30 days of receipt.

Payment can be made via credit card (up to certain limits), check, wire transfer or ACH.

CodeHS Inc.
42A Dore St
San Francisco, CA 94103
Phone: (415) 889-3376

The price associated with this Order Form is only available if executed no later than 07/31/2019 (the "Effective Date").

Term: This Order Form begins on the Effective Date and continues until the last date listed under "End Date," unless sooner terminated under the Agreement. The time period between the Effective Date and the End Date is the "Term."

East Stroudsburg Area Sd

Signature

Name

Title

Date 06/18/2019

CodeHS, Inc.

Signature



Name Jeremy Keeshin

Title CEO

Date 06/18/2019

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

CONTRACT FOR SERVICE
(REVENUE GENERATING)

This contract is entered into by Colonial Intermediate Unit 20, 6 Danforth Drive, Easton, Pennsylvania 18045-7899 and East Stroudsburg Area School District, 50 Vine Street, East Stroudsburg, PA 18301, (570) 424-8500. East Stroudsburg Area School District will utilize Colonial Intermediate Unit 20 to provide an associate teacher for direct, one-on-one services at the following location:

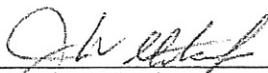
Colonial Academy – Autistic Support

The total cost for said services shall not exceed \$16,379.70. This contract will be in effect from February 25, 2019 through the end of the 2018-2019 school year.

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

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

The signed contract must be returned to Mr. Jon Wallitsch, Director of Fiscal Affairs, at the Intermediate Unit Office.



Mr. Jon Wallitsch
Director of Fiscal Affairs

6/6/19

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.

504

**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 4th day of June, 2019, by and between:

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

AND

Dr. Melissa Sadin (the "Contractor") of **Ducks and Lions: Trauma Sensitive Resources, LLC**

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):

Four days of professional development in creating a trauma sensitive school program. As per quote dated May 29, 2019. Dr. Sadin will not be video or audio taped without her express written permission.

Location of Services:

ESASD Board Room

Effective Date:

July 22, 2019, August 14, 2019- August 16, 2019

Professional Fee:

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

b) Fixed Rate: \$ 10,000

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

Budget Code: 10-2271-330-361-00-000-000-000-9172

Department: PCCD School Safety and Security Grant

District Initiator: *Erin Dausbore*

Authorization for Payment: _____ Date: _____

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DR. MELISSA SADIN



Ducks & Lions: Trauma Sensitive
 Resources
 12 Riviera Drive
 Somerville, NJ 08876
 (908) 256-1302
Melissa.sadin@gmail.com
www.traumasensitive.com

For Professional Services

Bill To:
Erin Dreisbach LSW Coordinator of Social Services East Stroudsburg Area School District 50 Vine Street East Stroudsburg, PA 18301
Date of Invoice
5/29/19
PO #

Date of Service	Service / Misc. Expense	Hours	Amount
7/22	PD – Teachers & Psychologists	2 days	\$6000.00
8/15/19	HS Teachers Day 3	1 day	\$2000.00
8/16/19	K-8 Teachers Day 3	1 day	\$2000.00
	Balance Due		\$10000.00

Payment may be made by check or Purchase Order
 All checks payable to:
Melissa Sadin
 12 Riviera Drive
 Somerville, NJ 08876

*It's been a pleasure to serve you!
 Thank you for your business!*

**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 July 1, 2019, by and between:

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

AND

Edulink, Inc (the "Contractor") of **PA-ETEP**

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 controversy arising out of or relating to any interpretation, construction, performance or breach of this Agreement

SCHEDULE A

Description of Service to be performed (be specific):

An electronic teacher evaluation portal to be used by East Stroudsburg Area School District to manage the teacher evaluation process for its teachers and supervisors, SLO.

Per attached invoice

Location of Services: East Stroudsburg Area School District

Effective Date: August 1, 2019 to July 30, 2020

Professional Fee:

a) Rate (Daily/Hourly/Other): \$ _____
Time (Days/Hour/Other): _____
Total Cost: \$ 14,777.00

b) Fixed Rate: \$ _____

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: Mr. Stephen Zall

Authorization for Payment:  Date: 6/5/19

Purchase Order # _____

East Stroudsburg Area School District

Enrollment Count Matrix

Count of all actively enrolled students for the current school year. Note: students with multiple building enrollments (ME) will be counted once. See details for building choice.

BLDG	GRADE HMRM	KF	01	02	03	04	05	06	07	08	09	10	11	12	HmRm Total
		ADM	All	0	1	0	0	1	0	0	0	0	0	0	0
	ADM Total	0	1	0	0	1	0	0	0	0	0	0	0	0	2
BES	All	55	53	56	62	77	84	0	0	0	0	0	0	0	387
	BES Total	55	53	56	62	77	84	0	0	0	0	0	0	0	387
CHSC	All	17	8	10	17	10	27	20	27	30	29	25	31	23	274
	CHSC Total	17	8	10	17	10	27	20	27	30	29	25	31	23	274
EHN	All	0	0	0	0	0	0	0	0	0	243	260	232	230	965
	EHN Total	0	0	0	0	0	0	0	0	0	243	260	232	230	965
EHS	All	0	0	0	0	0	0	0	0	0	329	339	315	329	1312
	EHS Total	0	0	0	0	0	0	0	0	0	329	339	315	329	1312
ESE	All	93	108	127	98	106	120	0	0	0	0	0	0	0	652
	ESE Total	93	108	127	98	106	120	0	0	0	0	0	0	0	652
HOME	All	4	3	4	9	2	8	10	0	11	6	6	6	6	75
	HOME Total	4	3	4	9	2	8	10	0	11	6	6	6	6	75
IU20	All	6	8	15	11	8	10	8	8	19	9	12	11	7	132
	IU20 Total	6	8	15	11	8	10	8	8	19	9	12	11	7	132
JMH	All	75	74	81	79	76	73	0	0	0	0	0	0	0	458
	JMH Total	75	74	81	79	76	73	0	0	0	0	0	0	0	458
JTL	All	0	0	0	0	0	0	305	320	300	0	0	0	0	925
	JTL Total	0	0	0	0	0	0	305	320	300	0	0	0	0	925
LIS	All	0	0	0	0	0	0	246	217	225	0	0	0	0	688
	LIS Total	0	0	0	0	0	0	246	217	225	0	0	0	0	688
MSE	All	54	62	78	73	95	99	0	0	0	0	0	0	0	461
	MSE Total	54	62	78	73	95	99	0	0	0	0	0	0	0	461
OOD	All	1	0	0	0	0	0	0	0	0	0	0	0	0	1
	OOD Total	1	0	0	0	0	0	0	0	0	0	0	0	0	1
RES	All	81	88	70	81	87	86	0	0	0	0	0	0	0	493
	RES Total	81	88	70	81	87	86	0	0	0	0	0	0	0	493
SMI	All	57	58	56	71	67	49	0	0	0	0	0	0	0	358
	SMI Total	57	58	56	71	67	49	0	0	0	0	0	0	0	358
Total All Buildings		443	463	497	501	529	556	589	572	585	616	642	595	595	7183

NOTES:

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

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