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Derry Township School District Board of Directors Meeting

May 6, 2024

Board of Directors Room

Summary Minutes - XX

1. OPENING ITEMS

1.a. Call to Order

Minutes

The meeting was called to order by Ms. Drew at 7:01 p.m. The meeting was conducted both in-person and virtually.

1.b. Roll Call

Minutes

Members in Attendance: Joshua Csyk, Lindsay Drew, Stewart McCarver, Jennifer Renz, Michael Rizzo, Honesta Romberger, Tracey Royo, and Ericka Schmidt

Members Absent: Robert Bennett

Non-Voting members in Attendance: Michele Agee and Stacy Winslow

Student Board Representatives in Attendance: Lucy Barto, Natalie Colarossi, Shiza Saad

Solicitor: Jeff Ouellet

Staff/Public in Attendance In-Person: Phil Ayala, Sarah Karpel, Sheryl Pursel, Jason Reifsnyder, and Aaron Shuman

Staff/Public in Attendance Virtually: Marcello Lenzo, Matteo Lenzo, Lisa Balanda, Mark Balanda, Tracy Brown, Dr. Marilyn Carter, John Clapham, Lisa Dalto, Kevin Ferguson, Allison Gergenti, Kaylee Hall, Scott Harman, Angela Mullen, Lindsey Schmidt, Angie Shipper, and Amanda Valentine

1.c. Flag Salute

1.d. Approval of Board of Directors Agenda

Approval of the Derry Township School District Board of Directors Agenda.

Minutes

Following a motion by Mrs. Renz and a second by Dr. Csyk, the Board Agenda for this evening's meeting was approved.

Vote Results

Yea: 8 Joshua Cysyk, Lindsay Drew, Stewart McCarver, Jennifer Renz, Michael Rizzo, Honesta Romberger, Tracey Royo, Ericka Schmidt
Nay: 0
Abstain: 0
Not Cast: 1 Robert Bennett

2. INFORMATIONAL AND PROPOSALS

2.a. President Communications

Minutes

Ms. Drew announced the Board met in Executive Session prior to tonight's meeting to discuss the following:

- Real Estate
- Informational Items

2.b. Recognition of Citizens (Agenda Items)

This is an opportunity for residents and taxpayers to address the Board on matters related to the agenda. Citizens wishing to speak may do so either in person or electronically. If in person, a registration form, that may be found on the sign-in table, should be completed and submitted to the Board Secretary, Mrs. Agee. When your name is announced, come to the microphone. If you are participating online, you must have registered individually with your full name and address, to be recognized, and you may raise your virtual hand for recognition. For all speakers, once you are recognized, it is only necessary that you identify yourself by providing your full name.

This is a reminder that public comment is not a forum for personal attacks, antagonistic behavior, or harassment. Please be advised that you are accountable for any legal ramifications and liability that results from statements that misrepresent the truth, defame individuals, or disclose personal information that is not of public concern.

To provide other residents with an opportunity to speak, each speaker during the public comment portion is limited to five (5) minutes of speaking time once recognized and limited to one opportunity to address the Board during each of the public comment periods. If necessary, the Board may set a maximum time for the public comment portion of any meeting.

Minutes

The following citizens were recognized by the Board:

- Kevin Ferguson spoke to the budget and the elementary build

2.c. Community Correspondence Report

Minutes

Ms. Karpel reported that there was a total of eight submissions during the month of April.

2.d. Standing Committee Meeting Report

Minutes

Ms. Royo gave a report on the Curriculum Council Meeting that met prior to this evening's meeting and discussed the following:

- Three world language readers for the middle school were moved to a second read
- A google form is now available for comments when reviewing materials
Next meeting is on June 10th

Dr. Cysyk gave a report on the Policy Meeting that met prior to this evening's meeting and discussed the following:

- Approved revised policies
 - attendance policy to come in line with state guidelines
 - Policy 815 - Use of internet for protection of data breaches and security concerns
Policy 903 - Public Comment
 - Policy 237 - Use of Electronic Devices to Limit the use of personal cell phones
- All are encouraged to listen to the audio of the meeting as well as read the memo attached to the agenda
- Goals for next year were approved

2.e. Student Representatives' Report

As per Board Policy 004.1, the purpose of having two non-voting Student Representatives on the Board is to establish a communication link between the Board of School Directors and the student body of Hershey High School. The position will serve in presenting the students' viewpoints to the Board.

Minutes

Lucy Barto, Natalie Colarossi, and Shiza Saad gave a report that included the following:

- Last week, we held a very successful Lemonade stand. I would like to say a huge thank you to Mr. Hummel and his team for making everything possible
- Indoor Color Guard placed 2nd at the Regional Championships with a score of 86.55
- High school students planning on going to college celebrated National Decision Day on May 1st

- The high school will hold the Annual Nexus Art Night on the 16th.
- The Hershey Powerlifting Team traveled to New Orleans to compete in the Powerlifting America High School National Championships
- As a team the JV lifters placed 2nd overall in the Equipped Division
- Varsity Boys' team placed 4th overall
- New school records were set by Dayvon Williamson, Sean Elliott, Miles McCall and Uma Abakarova. Congratulations to all!
- Five HHS instrumentalists finished the PMEA season at the highest possible level - All-State Band & All-State Orchestra. Congrats to violinist Claire Tian, trumpeter Joe Sherma, flutist Christine Tang, violinist Nicole Yang and violinist Bryant Liu on this outstanding individual accomplishment!
- Students interested in careers in Cosmetology visited Empire Beauty School - Lebanon Campus
- On April 23, we celebrated Bus Driver Appreciation Day for those who safely transport our children to and from school.
- On April 26, Hershey High School presented this year's spring play and comedy night
- 8th grade students recently visited Gettysburg National Military Park as part of their Civil War Unit.
- Hershey High School and Hershey Middle School both competed in the Pennsylvania Science Olympiad State Tournament on April 27 at Penn State Altoona. Hershey Middle School took home the fifth place trophy in the B-Division and Hershey High School took home the ninth place trophy in the C-Division.
- The 2024 FBLA Middle Level Competition was held during March: Danny Keating (7th grade) - 3rd place in Current Events, and Chase Coulter (8th grade)- 5th place in Multimedia & Website Development
- Both track and field teams competed at the Hoka Henderson Invitational this past Friday. There were 12 medalists and one school record by Vinay Raman in the 3200m (2 mile) with a time of 9:07. Those who qualified will now be moving on to the Mid Penn Competition this Saturday at Chambersburg!
- The 5th Grade Choir performed the National Anthem at Friday Night's Harrisburg Senators game!!
- Congratulations to our April Trojan 10 winners: Tran Bui, Ashika Ghimire, Christina Lengle, Ryan MacPhee, Lydia McMullen, Ishit Patel, Tatum Sharp, Magdalene Strader, Jaiden Waynes, Sterling Weader
- The Trojan Buddies held a successful trojan track and field day!

2.f. Anticipated Agenda Items for the Next Board of Directors Meeting

The following items will be on the Agenda for the next Public Board of Directors Meeting:

- Approval of May 6, 2024, Board of Directors Summary Minutes
- Board of Directors Meeting Dates 2024-2025
- Calendar Revision 2024-2025
- Textbook Recommendation
- FID Day Application
- Hall of Fame Inductee Affirmation

- Election of Treasurer

3. UNFINISHED BUSINESS

4. CONSENT AGENDA ITEMS

The consent agenda contains routinely adopted items and items that normally do not require public deliberations on the part of the Board. A Board Member may pull items which will then be discussed and voted on separately.

Minutes

Following a motion by Dr. Cysyk and a second by Mrs. Renz, the Consent Agenda items were approved.

Vote Results

Yea: 8 Joshua Cysyk, Lindsay Drew, Stewart McCarver, Jennifer Renz, Michael Rizzo, Honesta Romberger, Tracey Royo, Ericka Schmidt

Nay: 0

Abstain: 0

Not Cast: 1 Robert Bennett

4.a. Approval of Summary Board of Directors Meeting Minutes

4.b. Requests for the Use of School Facilities

The Administration recommends the approval of the following Requests for the Use of School Facilities:

Group: Harrisburg Area YMCA

Date/Time: Monday, June 10, 2024 through Friday, August 16, 2024, 7:00 a.m. - 6:00 p.m.

Requested Facility: Elementary School Gym, Cafeteria, and Restrooms

***Gym not available June 17-20, 2024 8:00 a.m. - 12:00 p.m.**

Event: YMCA Summer Camp

Fee: Custodian: None

Group: Hershey Boys' Basketball Boosters - HS Gym

Date/Time: June 24-27, 2024, 8:00 a.m. - 4:00 p.m.

July 8-11, 2024, 8:00 a.m. - 4:00 p.m.

Requested Facility: High School Gym

Event: Boys Basketball Camp

Fee: None

Group: Hershey Boys Basketball Boosters - ECC & Elem. Gym
Date/Time: June 17-20, 2024, 8:30 a.m. - 11:30 p.m.
Requested Facility: ECC & Elementary Gyms
Event: Boys Basketball Camp
Fee: None

Group: Hershey Girls Basketball Booster Club
Date/Time: June 17-20, 2024, 8:00 a.m. - 12:00 p.m.
Requested Facility: HS Gym
Event: Girls Basketball Camp
Fee: None

Group: Township of Derry Parks & Recreation
Date/Time: Friday, November 1, 2024, 3:15 p.m. - 6:30 p.m. (set-up)
Saturday, November 2, 2024, 5:30 a.m. - 5:30 p.m.
Requested Facility: High School Cafeteria, Hallways & Restrooms
Event: Annual Arts & Crafts Show
Fee: Custodian Fee: Saturday Only - \$46.03 per hour per custodian (2) approximately \$1,288.84
Total Approximate Cost \$1,288.84

4.c. Announcement of Staff Development Conferences

Staff Member:	Maria Mrozowski
Conference:	AP English Language and Composition - APSI
Location:	Williamsburg, VA
Dates:	July 16-19, 2024

4.d. Berkshire Systems Group (BSGI) Contract

The Administration recommends the approval of the Berkshire Systems Group Contract to provide fire alarm system testing and inspection at the Granada, maintenance, and elementary building during the 2024-2025 school year.

4.e. Berkshire Systems Group (BSGI) Contract

The Administration recommends the approval of the Berkshire Systems Group Contract to provide a technician investigation into the

number, type, orientation, and size of sprinkler heads throughout the middle school.

4.f. Capital Area Intermediate Unit (CAIU)

The Administration recommends the approval of the Letter of Intent with the CAIU to secure special education services with the IU for the 2024-2025 school year.

4.g. Care Solace

The Administration recommends the approval of the Care Solace renewal to provide mental health care coordination services for K-12 students, staff, and families for the 2024-25 school year.

4.h. CB Flooring

The Administration recommends the approval of the CB Flooring quote to replace carpet and flooring in the middle and high school and repair carpeting in the elementary school.

4.i. CertaPro Painters

The Administration recommends the approval of the CertaPro Painters proposal to provide painting to interior rooms in the middle school.

4.j. CertaPro Painters

The Administration recommends the approval of the CertaPro Painters proposal to provide painting to interior rooms in the high school.

4.k. Edmentum

The Administration recommends the approval of the Edmentum Order to provide Study Island Keystone Remediation Programs for high school math, middle school math and science remediation benchmark assessments.

4.l. Gilbert Consulting

The Administration recommends the approval of the Gilbert Consulting Agreement to provide training on various topics for food service staff in August.

4.m. Lancaster Lebanon IU 13 - Microsoft Sublicense

The Administration recommends the approval of the Lancaster Lebanon IU13 Agreement to provide participation for five years in the Enrollment for Education Solutions (ESS) through the IU13 consortium,

detailing the terms under which the district agrees to sublicense Microsoft educational products and services.

4.n. Lancaster Lebanon IU 13 - Professional Learning

The Administration recommends the approval of the Lancaster Lebanon IU13 Agreement to provide a full day of professional learning for science teachers regarding the new Pennsylvania state standards.

4.o. MenuLogic K12

The Administration recommends the approval of the MenuLogic K12 Agreement to allow the Food Services Department to gain powerful insights into overall program performance of producing menus for the district.

4.p. Miller Sports Construction

The Administration recommends the approval of the Miller Sports Construction Agreement to screen and coat the gym floors at the high school, middle school, and elementary school over the summer.

4.q. J. Hubler Landscaping Retroactive

The Administration recommends the retroactive approval of the J. Hubler Landscaping Agreement to provide spring pre and post emergent weed control and late spring fertilizer to the common turf area as well as applications for athletic fields.

4.r. Music Theatre International Contract Retroactive

The Administration recommends the retroactive approval of the Music Theatre International Contract for the royalties and materials for the spring musical, *Mean Girls*.

4.s. PowerSchool Retroactive

The Administration recommends the retroactive approval of the PowerSchool Agreement to purchase additional hours of training time for the Business Office to work with a trainer to learn and make changes to the eFinance Accounting System.

5. NEW BUSINESS

5.a. Appoint Voting Delegates to PSBA 2024 Delegate Assembly

Minutes

Dr. McCarver and Mrs. Royo volunteered to be Derry Township School District's Voting Delegates. Dr. Cysyk made a motion, followed with a second by Mrs. Renz, for Dr. McCarver and Mrs. Royo to be appointed as voting delegates to PSBA 2024 Delegate Assembly.

Vote Results

Yea: 8 Joshua Cysyk, Lindsay Drew, Stewart McCarver, Jennifer Renz, Michael Rizzo, Honesta Romberger, Tracey Royo, Ericka Schmidt
Nay: 0
Abstain: 0
Not Cast: 1 Robert Bennett

5.b. Approval of Dauphin County Technical School 2024-2025 Budget Proposal

The Administration recommends the approval of the 2024-2025 Dauphin County Technical School Proposed Budget. Derry Township School District's contribution to the Budget decreased by \$37,716 from \$587,380 for a total of \$549,664.

Minutes

Following a motion by Mrs. Renz and a second by Dr. Cysyk, the 2024-2025 Capital Area Intermediate Unit General Operating Budget with Derry Township School District's contribution of \$549,664 was approved.

Vote Results

Yea: 8 Joshua Cysyk, Lindsay Drew, Stewart McCarver, Jennifer Renz, Michael Rizzo, Honesta Romberger, Tracey Royo, Ericka Schmidt
Nay: 0
Abstain: 0
Not Cast: 1 Robert Bennett

5.c. Resolution Authorizing 2024-2025 Proposed Final Budget Display and Advertising

RESOLVED, by the Board of School Directors of Derry Township School District as follows:

The School District shall make the Proposed 2024-2025 Final Budget as presented to the

1. School Board on May 6, 2024, available for public inspection at least 20 days before the date scheduled for adoption of the Final Budget.
2. At least 10 days before the date scheduled for adoption of the Final Budget, the Secretary shall advertise a **Final Budget Notice** in substantially the form as presented to the School Board. The notice shall be advertised once in a newspaper of general circulation and shall be posted conspicuously at the School District offices and website.

I certify that the foregoing is a true and correct copy of the Resolution adopted by the Board of School Directors at a meeting there of legally held on May 6, 2024

DERRY TOWNSHIP SCHOOL DISTRICT

_____, Board Secretary

Date: May 6, 2024

Minutes

Following a motion by Mrs. Renz and a second by Dr. Cysyk, the Resolution authorizing the 2024-2025 Proposed Final Budget Display and Advertising, was approved.

Vote Results

Yea: 8 Joshua Cysyk, Lindsay Drew, Stewart McCarver, Jennifer Renz, Michael Rizzo, Honesta Romberger, Tracey Royo, Ericka Schmidt
Nay: 0
Abstain: 0
Not Cast: 1 Robert Bennett

5.d. Personnel - Resignations

The Administration recommends the approval of the following resignations:

Classified Staff:

Bischof, Bernard

Bus Driver
Transportation
Reason: Retirement
Effective: 06/30/2024

Delia, Richard

Substitute Cafeteria/Recess Aide
District-wide
Reason: Personal
Effective: 04/30/2024 (retroactive)

Delia, Richard

Substitute Food Service Worker
District-wide
Reason: Personal
Effective: 04/30/2024 (retroactive)

Fischer, Bruce
Cafeteria/Recess Aide
Primary Elementary School
Reason: Personal
Effective: 04/23/2024 (retroactive)

Garcia, Jaime
Substitute Custodian
District-wide
Reason: Personal
Effective: 05/03/2024 (retroactive)

Hale, Mary
Custodian (2nd Shift)
Middle School
Reason: Personal
Effective: 05/01/2024 (retroactive)

Minutes

Following a motion by Dr. Cysyk and a second by Mrs. Renz, the Personnel Resignations were approved.

Vote Results

Yea: 8 Joshua Cysyk, Lindsay Drew, Stewart McCarver, Jennifer Renz, Michael Rizzo, Honesta Romberger, Tracey Royo, Ericka Schmidt
Nay: 0
Abstain: 0
Not Cast: 1 Robert Bennett

5.e. Personnel - General

1. The Administration recommends the approval of the following appointments and recognition of the following transfers:

Classified Staff:

Dawood, Rabia (replacing Makayla Petrino)
Paraprofessional
High School
Level A, 5.75 hours per day
Salary: \$18.82 per hour
Effective: 05/07/2024

Liddy, Laurie (replacing Laura Nissley)
Paraprofessional
Middle School
Level A, 5.75 hours per day

Salary: \$18.82 per hour
Effective: 05/07/2024

O'Brien, William (replacing Marie Wolfe)

Bus Driver

Transportation

Level A, 5.5 hours per day

Salary: \$21.66 per hour

Effective: 05/07/2024

2. The Administration recommends the approval of the following personnel for the 2024 Summer Employment:

Blair, Kameran*

Summer Technical Support

Up to 29 hours per week

Salary: \$14.38 per hour

Effective: 06/03/2024-08/18/2024

Gawrys, Josephine*

Summer Technical Support

Up to 29 hours per week

Salary: \$14.38 per hour

Effective: 06/03/2024-08/18/2024

Hensel, Brendan*

Summer Technical Support

Up to 29 hours per week

Salary: \$14.38 per hour

Effective: 06/03/2024-08/18/2024

Martinez, Luis*

Summer Bus Custodian

Up to 29 hours per week

Salary: \$14.38 per hour

Effective: 06/03/2024-08/18/2024

Milkovich, Nicole*

Summer Bus Custodian

Up to 29 hours per week

Salary: \$14.38 per hour

Effective: 06/03/2024-08/18/2024

Nunez De Pena, Maria*

Summer Buildings & Grounds

Up to 29 hours per week

Salary: \$14.38 per hour
Effective: 06/03/2024-08/18/2024

Quiros, Maranlleline*
Summer Bus Custodian
Up to 29 hours per week
Salary: \$14.38 per hour
Effective: 06/03/2024-08/18/2024

Rineman, Victoria*
Summer Buildings & Grounds
Up to 29 hours per week
Salary: \$14.38 per hour
Effective: 06/03/2024-08/18/2024

Sengerdy, Rebecca*
Summer Stockroom
Up to 29 hours per week
Salary: \$14.38 per hour
Effective: 06/03/2024-08/18/2024

Thomas, Jenna*
Summer Technical Support
Up to 29 hours per week
Salary: \$14.38 per hour
Effective: 06/03/2024-08/18/2024

Vazquez, Roberto*
Summer Stockroom
Up to 29 hours per week
Salary: \$14.38 per hour
Effective: 06/03/2024-08/18/2024

***This individual is currently an employee. Certifications are on file.**

Minutes

Following a motion by Dr. Cysyk and a second by Mrs. Renz, the Personnel - General items were approved and transfers were recognized.

Vote Results

Yea: 8 Joshua Cysyk, Lindsay Drew, Stewart McCarver, Jennifer Renz, Michael Rizzo, Honesta Romberger, Tracey Royo, Ericka Schmidt
Nay: 0
Abstain: 0
Not Cast: 1 Robert Bennett

6. DELEGATE REPORTS

6.a. CAIU

Minutes

The CAIU report is attached to the agenda. Dr. Cysyk shared the following:

- The special education services in their geographical area are at 23%, this is up from 20% previously
- There is a Champions for Children Golf Fundraiser on August 1st

7. SPECIAL REPORTS

7.a. Board Members' Report

Minutes

There were no reports from the board members.

7.b. Superintendent's Report

Minutes

Dr. Winslow gave a report that included the following:

- Last week Principal Appreciation Day was observed - very proud of our team
- This week is Teacher Appreciation - we have an amazing group and I'm very grateful for our staff

Mrs. Renz added that on Instagram and Facebook there is a form to thank a teacher.

7.c. Board President's Report

Minutes

Ms. Drew gave a report to express the following:

- Trojan Buddies Day was a success, a great opportunity on a beautiful day

8. RECOGNITION OF CITIZENS

This is an opportunity for residents and taxpayers to address the Board on matters related to the agenda or matters of District Governance not on the agenda. Those who speak are asked to follow the same guidelines outlined at the initial public comment portion of our meeting.

Minutes

There were no citizens requesting recognition by the board.

9. ADJOURNMENT

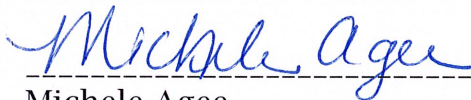
Minutes

The meeting was adjourned to at 7:36 p.m. following a motion by Dr. Cysyk and second by Mrs. Renz.

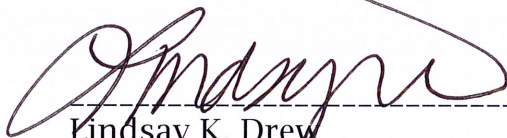
Vote Results

Yea: 8 Joshua Cysyk, Lindsay Drew, Stewart McCarver, Jennifer Renz, Michael Rizzo, Honesta Romberger, Tracey Royo, Ericka Schmidt
Nay: 0
Abstain: 0
Not Cast: 1 Robert Bennett

Respectfully submitted,



Michele Agee
Secretary to the Board
May 20, 2024



Lindsay K. Drew
Board President

May 6, 2024, Board Meeting Virtual Attendance

Marcello Lenzo

Matteo Lenzo

Lisa Balanda

Mark Balanda

Tracy Brown

Dr. Marilyn Carter

John Clapham

Lisa Dalto

Kevin Ferguson

Allison Gergenti

Kaylee Hall

Scott Harman

Angela Mullen

Lindsey Schmidt

Angie Shipper

Amanda Valentine



Proposal For:

Derry Township School District
Fire Alarm Test and Inspection Contract 07-01-24 to 06-30-25

Prepared By:

Carol Hall, Contract Sales Specialist
Email: chall@bsgi.com



PROJECT DETAILS

Fire Alarm Test and Inspection Contract 070124 to
063025

Proposal: 14950-2-0

Customer Name: **Derry Township School District**
Contact Name: **John Fready, jfready@hershey.K12.pa.us**

Project Location: **Derry Township School District**

Scope of Work

FIRE ALARM SYSTEM - INSPECTIONS & TESTS

Fire Alarm inspections include: 1 Functional testing and Visual inspection and 1 Visual inspection per year. For a total of 2 visits per year.

Functional Inspections

Berkshire Systems Group, Inc. strives for 100% testing on every automatic fire alarm device when performing a functional inspection. When this is not possible, the exceptions are noted clearly in your inspection report. Preventative maintenance allows us to find small problems before they grow into larger emergencies.

- Pull stations are physically activated and verified for proper location reporting.
- Smoke detectors tested with artificial smoke to verify activation and proper reporting.
- Duct detectors tested with artificial smoke to ensure proper function.
- Relays tested to ensure proper functionality and reporting.
- Batteries are load and charger tested, and date checked to ensure integrity of batteries.
- Elevator recall tested to ensure proper fire operation.
- Audiovisual devices are activated to verify proper function.
- Monitoring signals checked to ensure signals received at monitor station.
- Site drawings updated to ensure accuracy.
- A full inspection report sent electronically to the owners within 14 working days.

Visual Inspections

- Control panel is checked for any trouble issues that may be present.
- All components checked to ensure system integrity.
- Verify location and condition of all initiating and notification devices.
- Batteries are load and charger tested, and date checked to ensure integrity of batteries.
- Inspect batteries for corrosion or leakage and verify tightness of connections.

Owner's Responsibility

NFPA states the responsibility for properly maintaining all life safety systems shall be that of the owner of the property. By means of periodic inspections, testing and maintenance, the equipment shall be shown to be in good operating condition and any defects or impairments shall be revealed. The owner, manager, or occupant shall promptly correct, or repair deficiencies, damaged parts, or impairments found while performing the inspection and testing of these systems. Qualified personnel or a qualified contractor shall perform corrections and repairs, inspection, testing and services at the time of the visit only.

Scheduled Inspection and Testing



PROJECT DETAILS

Fire Alarm Test and Inspection Contract 070124 to 063025

Proposal: 14950-2-0

BSGI will inspect equipment covered in the inspection agreement for proper functional operation. The inspection and tests shall include control equipment and peripheral devices as listed.

Additional Repairs

Service parts and labor are not included in this agreement. Prior to repairs being performed the site staff will be notified of the cost and will need to give authorization. The Customer gives BSGI specific authorization under this agreement to perform minor repairs and maintenance up to **\$500.00 (Accepted:)**. For amounts above \$500.00, BSGI will obtain the customer's prior authorization to proceed with additional work.

Building Access

Any keys, access cards, equipment or site personnel required to gain access to service equipment is the responsibility of the customer. Lifts, ladders, and scaffolding required to service equipment are the responsibility of the customer. BSGI will have access to all areas of said premises, if a return trip is required due to access problems or forgotten appointments, it will be billed "port to port" at our normal service rates.

Administration Building Fire Alarm

\$675.00

QTY	Description
1	Fire Alarm Control Panel – MXL-IQ
1	Fire Alarm Dialer
3	Signal Panel
10	Manual Pull Station
43	Smoke Detector
2	Duct Detector
3	Heat Detector
19	Interface Module

Maintenance Building Fire Alarm

\$590.00

QTY	Description
1	Fire Alarm Control Panel – MXL-IQ
1	Annunciator
1	Fire Alarm Dialer
1	Signal Panel
5	Manual Pull Station
1	Smoke Detector
1	Duct Detector
5	Interface Module

Hershey Elementary Fire Alarm

\$1,995.00

QTY	Description
1	Fire Alarm Control Panel – MXL-IQ
1	Fire Alarm Dialer
6	Signal Panel
34	Manual Pull Station
6	Smoke Detector
12	Duct Detector
44	Interface Module



PROJECT DETAILS

Fire Alarm Test and Inspection Contract 070124 to
063025

Proposal: 14950-2-0

Granada Gym Fire Alarm

\$1,702.00

QTY	Description
1	Fire Alarm Control Panel – MXL-IQ
1	Fire Alarm Dialer
2	Signal Panel
14	Manual Pull Station
1	Smoke Detector
7	Duct Detector
13	Interface Module
34	Horn/Strobe

Medical Center Fire Alarm

\$2,825.00

QTY	Description
1	Fire Alarm Control Panel – MMB-2
1	Fire Alarm Dialer
1	Annunciator
5	Signal Panel
11	Manual Pull Station
10	Smoke Detector
3	Heat Detector
2	Duct Detector
10	Interface Module
118	Horn/Strobe

Financial Summary

Total Proposal Amount **\$7,787.00**

*****Price Valid for 60 Days*****

Note: The above price does not include sales tax.

PROJECT ACCEPTANCE:

Berkshire Systems Group, Inc.

Derry Township School District

Carol Hall

Signature

May 6, 2024

Date

PO#





TERMS & CONDITIONS

Fire Alarm Test and Inspection Contract 070124 to
063025

Proposal: 14950-2-0

1. LIMITATION OF COMPANY'S LIABILITY. TO THE FULLEST EXTENT PERMITTED BY APPLICABLE LAW, IF COMPANY IS FOUND LIABLE FOR ANY LOSS OR DAMAGE DUE TO BREACH OF CONTRACT OR WARRANTY, ANY DEGREE OF NEGLIGENCE OF COMPANY IF PERMITTED BY APPLICABLE LAW, STRICT PRODUCT LIABILITY, SUBROGATION, INDEMNIFICATION OR CONTRIBUTION, OR ANY OTHER THEORY OF LIABILITY ARISING FROM OR RELATING TO THIS AGREEMENT, THE SYSTEM, OR ANY SERVICES CONTRACTED-FOR UNDER THIS AGREEMENT, COMPANY'S MAXIMUM LIABILITY WILL BE LIMITED TO THE SUM OF TWO THOUSAND FIVE HUNDRED DOLLARS (\$2,500.00), AND THIS LIABILITY SHALL BE EXCLUSIVE. COMPANY MAY ASSUME A GREATER LIABILITY, BUT ONLY FOR AN ADDITIONAL CHARGE TO BE AGREED UPON BY CUSTOMER AND COMPANY IN WRITING. THIS LIMITATION OF LIABILITY SPECIFICALLY COVERS LIABILITY FOR, AMONG OTHER THINGS, LOST PROFITS; DAMAGED OR DESTROYED PROPERTY, OR LOSS OF USE OF PROPERTY; GOVERNMENT FINES AND CHARGES; PERSONAL INJURIES, PAIN AND SUFFERING AND DEATH; LOSS OF WAGES AND EARNING CAPACITY; CROSS-CLAIMS AND CLAIMS FOR INDEMNITY AND CONTRIBUTION; AND THE CLAIMS OF THIRD PARTIES. ALSO COVERED BY THIS LIMITATION ARE THE FOLLOWING TYPES OF DAMAGES: DIRECT, INDIRECT, SPECIAL, INCIDENTAL, CONSEQUENTIAL AND PUNITIVE DAMAGES. THROUGHOUT THIS AGREEMENT, THE COMPANY INCLUDES ITS EMPLOYEES, SUBCONTRACTORS (INCLUDING THE MONITORING SUBCONTRACTOR). NOTHING CONTAINED HEREIN SHALL BE CONSTRUED IN A MANNER WHICH WOULD RENDER OR MAKE THIS CLAUSE, IN WHOLE OR IN PART, VOID AND/OR UNENFORCEABLE.

2. INSURANCE WAIVER OF SUBROGATION. Customer understands that the COMPANY IS NOT AN INSURER. Customer is responsible for obtaining all insurance Customer believes is necessary. The payments Customer makes under this Agreement are not related to the value of the Premises or Customer's possessions, but based on the cost of the System and Company's services only. To the fullest extent permitted by applicable law, Customer and Customer's insurance company release Company from any liability for any loss, event or condition covered by Customer's insurance. THIS IS A WAIVER OF SUBROGATION PROVISION.

3. LIMITED WARRANTY. (Does Not Apply to Take Over)

(a) For 12 months from the date of this Agreement and for New Sales only, Company warrants that if any part of the System actually sold and installed by Company does not work because of a defect or because of ordinary wear and tear, Company will repair or replace that part at no charge to Customer. The Limited Warranty does not cover batteries, nor does it apply if the System has been damaged by Customer, accidents, power surges, misuse, vandalism, lack of proper maintenance, or unauthorized changes or acts of God (such as fires, earthquakes, floods, tornadoes, etc.).

(b) This Limited Warranty is the only warranty Company makes, is made only if Company installed the System, and takes the place of all other warranties whether express or implied. NO EXPRESS OR IMPLIED WARRANTIES EXTEND BEYOND THE FACE OF THIS AGREEMENT. THE COMPANY MAKES NO IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, ANY AND ALL SUCH WARRANTIES BEING EXPRESSLY WAIVED UNDER THIS AGREEMENT.

(c) Company will only provide Limited Warranty service if Customer notifies Company of a problem or need of service. Once notified, Company will service the System as soon as it reasonably can during normal business hours (9:00 a.m. to 5:00 p.m.), excluding Saturday, Sunday and Holidays. Company makes no promise that there will be no interruption of services after a service request has been made and before service is complete.

4. CUSTOMER'S PROTECTION OF COMPANY. THIS AGREEMENT IS INTENDED ONLY FOR CUSTOMER'S BENEFIT. THEREFORE, TO THE FULLEST EXTENT PERMITTED BY APPLICABLE LAW, CUSTOMER SHALL PROTECT, INDEMNIFY, DEFEND, RELEASE AND HOLD HARMLESS COMPANY FROM ALL LIABILITY AGAINST ALL THIRD PARTY CLAIMS OR LOSSES (INCLUDING PAYMENT OF COMPANY'S ATTORNEYS' FEES AND COSTS) BROUGHT AGAINST COMPANY ARISING FROM OR RELATING TO THIS AGREEMENT AND/OR THE SYSTEM, BUT (a) ONLY TO THE EXTENT CAUSED, IN WHOLE OR IN PART, BY THE NEGLIGENT ACTS OR OMISSIONS OF THE CUSTOMER OR ANY THIRD PARTY, AND (b) FROM THE COMPANY'S OWN NEGLIGENCE, BUT ONLY IF PERMITTED BY APPLICABLE LAW. NOTHING CONTAINED HEREIN, INCLUDING (b) ABOVE, SHALL BE CONSTRUED TO REQUIRE ANY INDEMNIFICATION WHICH WOULD RENDER OR MAKE THIS CLAUSE, IN WHOLE OR IN PART, VOID AND/OR UNENFORCEABLE.

5. CUSTOMER'S AGREEMENTS. Customer has the authority to sign this Agreement and in doing so will not violate any other agreement. It is the sole responsibility of Customer to test the operation of the system Central Station Monitoring at least weekly, and immediately notify Company of any problem or need of any service. To the extent the applicable Township requires a construction, electrical or any other permit for any of the installation or other services contracted-for under this Agreement, Customer authorizes Company to apply for said permits as its agent. Customer understands that the System is designed to reduce, but not eliminate, certain risks. Company does not guaranty that the System will prevent personal injury, property damages, or unauthorized entrances into the Premise.

Customer understands and agrees that any subcontractor retained by Company to provide any of the services under this Agreement (including the Monitoring Subcontractor), are independent contractors and independent operating companies. There is no partnership, joint venture, employer/employee, master/servant, or other similar relationship between them.

Customer agrees to pay Company its charges on a per-call time and materials basis for (i) any service to the System not covered by any Warranty service or otherwise requested on an emergency basis; and (ii) time spent by Company, waiting at the Premises for the local authority having jurisdiction or applicable Township inspector to inspect and/or approve any installation of other services contracted for under this Agreement. All of Customer's duties and obligations under this Agreement continue even if the Customer sells or leaves the Premises. Customer agrees to register the System, if required by the local county, township or municipality.

6. REMEDIES. If Customer fails to perform its obligations under this Agreement, Company will give Customer written notice of default. If Customer does not cure the default in full within 10 days of the date of the notice, Company may terminate this Agreement and Customer must pay Company, to the fullest extent permitted by applicable law: (a) all amounts then due; (b) 50% of the amount due the Company for the remainder of this Agreement (as an agreed-upon amount of damages and not as a penalty); and (c) Company's reasonable collection costs, including attorney's fees and costs. If this Agreement is terminated, Company will not provide any other services, including Monitoring Services, after that date. If Company waives any default, Company is not waiving other defaults. Any waiver by Company must be in writing. Company reserves the right to terminate the Monitoring, with no further obligation to Customer, upon 14 days advance written notice to Customer in the event of (i) excessive runaway and/or false signals, or (ii) non-monetary material breaches of this Agreement, or the reasonable policies and procedures of the Monitoring Subcontractor. Any default by the Customer under this Agreement is a cross-default under any and all other agreements between the Customer and Company, and the Company has all of the rights and remedies available to it under any other such agreement.



TERMS & CONDITIONS

**Fire Alarm Test and Inspection Contract 070124 to
063025**

Proposal: 14950-2-0

7. LATE CHARGES/PRICE INCREASES. All invoices from Company are due within 30 days of receipt, unless otherwise stated in writing. If Customer is more than 15 days late with payment, Company can charge Customer interest of 1.5% per month (18% per annum), or the maximum amount permitted by applicable law.

8. ASSIGNMENTS/SUBCONTRACTORS. Customer cannot transfer or assign this Agreement without Company's prior written consent. COMPANY MAY SUBCONTRACT THIS AGREEMENT (IN WHOLE OR IN PART) AND, IF COMPANY DOES SO, THE SUBCONTRACTOR WILL HAVE THE RIGHT TO ENFORCE, AND RECEIVE THE BENEFIT OF, ALL TERMS & PROVISIONS OF THIS AGREEMENT, INCLUDING, WITHOUT LIMITATION, THE LIMITATION OF COMPANY'S LIABILITY, CUSTOMER'S PROTECTION OF COMPANY, AND WAIVER OF SUBROGATION. COMPANY MAY ASSIGN OR SELL THIS AGREEMENT TO THE FULLEST EXTENT PERMITTED BY LAW.

9. LIMITATIONS ON LAWSUITS; JURY TRIAL. Customer must bring any lawsuit against Company within 1 year after the act, omission or event occurred upon which the lawsuit is based. If Customer does not, Customer has no right to sue Company. Time is of the essence. The discovery rule shall not apply to toll this one (1) year limitation period. TO THE FULL EXTENT PERMITTED BY LAW, COMPANY AND CUSTOMER BOTH GIVE UP THE RIGHT TO A JURY TRIAL.

10. FALSE ALARM CHARGES. In the event a fine, penalty or fee is assessed against Customer or Company by any governmental or municipal authority, department or agency as a result of any false or other alarm condition, Customer agrees to be solely responsible for payment, and shall reimburse the Company for any related fines, penalty or fees it pays.

11. MISCELLANEOUS. This Agreement contains the entire understanding between Customer and Company relating to the subject matter hereof, and replaces any earlier discussions or agreements. This Agreement cannot be changed except by a writing signed by Customer and Company. If any provision of this Agreement is found to be invalid, the remaining provisions are still effective. The law of the State where the Premises is located governs this Agreement. The terms and conditions of this Agreement shall prevail over any other terms and conditions of any order form, proposal, purchase order, or other agreement submitted by Customer, even if signed by Company. EXCEPT FOR SUBCONTRACTORS AND ASSIGNEES UNDER SECTION 9 ABOVE, THERE ARE NO THIRD PARTY BENEFICIARIES TO THIS AGREEMENT.

Any repair, service or equipment which Company provides to Customer in the future is subject to the terms of this Agreement, including the Limitation of Liability, Customer's Protection of Company, and Waiver of Subrogation, unless otherwise expressly stated in another written agreement. This Agreement is not binding on the Company until the earlier of: (i) Company signs this Agreement; or (ii) services are commenced under this Agreement.

CUSTOMER INITIALS _____

* I HAVE READ AND AGREE TO THE GENERAL TERMS



PROJECT DETAILS

Derry Township SD Middle School

Proposal: 20207-1-0

Customer Name: **Derry Township School District**

Project Location: **Derry Township School District**

Contact Name:

Scope of Work

Thank you for allowing BSGI to quote our services. Please contact our office with any questions. To accept our proposal and initiate scheduling of work detailed herein, please sign, date and return to dwentz@bsgi.com

Work to be performed during normal BSGI working hours, 7:30am - 4:00pm, Monday through Friday, excluding recognized holidays.

Prices shown do not include PA sales taxes. Work performed to be in accordance with NFPA and manufactures specs. Terms: Net 30 Days upon Credit Approval, 1.5% added monthly.

During the 20 year testing of the fast response sprinkler heads it was found that the heads did not release and failed. Due to this the sprinkler heads throughout the school have to be replaced. When the as built drawings were looked over it was determined that they were not correct with what was actually installed in the school. Technicians will be verifying the number, type, orientation, and size of the sprinkler heads throughout the entire middle school so that we can properly compose a propose to replace the heads within the school.

Estimate

QTY	Description
1	Technicians to investigate the number, type, orientation, and size of the sprinkler heads throughout the entire middle school.

Financial Summary

Total Proposal Amount, Excluding Taxes	\$1,800.00
Estimated Applicable Taxes	\$0.00
Total Proposal Amount, Including Taxes	\$1,800.00

***Price Valid for 30 Days ***

**PROJECT DETAILS**

Derry Township SD Middle School

Proposal: 20207-1-0

BSGI offers systems under the terms and conditions of PA COSTARS (Cooperative Purchasing Program) contracts:

Security, Surveillance, & Fire Maintenance ITQ #4400023823

Theater Furniture, Fixtures, Audio/Visual Equipment #034-E22-133

Security, Surveillance & Fire Alarm Systems and Services #040-E22-129

Berkshire Systems Group Federal EIN #232218930 SAP #125369 DGS Contractor #4400000185

PROJECT ACCEPTANCE:

Berkshire Systems Group, Inc.

Derry Township School District

Dillon Wentz

Signature

May 6, 2024

Date

PO#





TERMS & CONDITIONS

Derry Township SD Middle School

Proposal: 20207-1-0

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(a) For 12 months from the date of this Agreement and for New Sales only, Company warrants that if any part of the System actually sold and installed by Company does not work because of a defect or because of ordinary wear and tear, Company will repair or replace that part at no charge to Customer. The Limited Warranty does not cover batteries, nor does it apply if the System has been damaged by Customer, accidents, power surges, misuse, vandalism, lack of proper maintenance, or unauthorized changes or acts of God (such as fires, earthquakes, floods, tornadoes, etc.).

(b) This Limited Warranty is the only warranty Company makes, is made only if Company installed the System, and takes the place of all other warranties whether express or implied. NO EXPRESS OR IMPLIED WARRANTIES EXTEND BEYOND THE FACE OF THIS AGREEMENT. THE COMPANY MAKES NO IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, ANY AND ALL SUCH WARRANTIES BEING EXPRESSLY WAIVED UNDER THIS AGREEMENT.

(c) Company will only provide Limited Warranty service if Customer notifies Company of a problem or need of service. Once notified, Company will service the System as soon as it reasonably can during normal business hours (9:00 a.m. to 5:00 p.m.), excluding Saturday, Sunday and Holidays. Company makes no promise that there will be no interruption of services after a service request has been made and before service is complete.

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Customer understands and agrees that any subcontractor retained by Company to provide any of the services under this Agreement (including the Monitoring Subcontractor), are independent contractors and independent operating companies. There is no partnership, joint venture, employer/employee, master/servant, or other similar relationship between them.

Customer agrees to pay Company its charges on a per-call time and materials basis for (i) any service to the System not covered by any Warranty service or otherwise requested on an emergency basis; and (ii) time spent by Company, waiting at the Premises for the local authority having jurisdiction or applicable Township inspector to inspect and/or approve any installation of other services contracted for under this Agreement. All of Customer's duties and obligations under this Agreement continue even if the Customer sells or leaves the Premises. Customer agrees to register the System, if required by the local county, township or municipality.

6. REMEDIES. If Customer fails to perform its obligations under this Agreement, Company will give Customer written notice of default. If Customer does not cure the default in full within 10 days of the date of the notice, Company may terminate this Agreement and Customer must pay Company, to the fullest extent permitted by applicable law: (a) all amounts then due; (b) 50% of the amount due the Company for the remainder of this Agreement (as an agreed-upon amount of damages and not as a penalty); and (c) Company's reasonable collection costs, including attorney's fees and costs. If this Agreement is terminated, Company will not provide any other services, including Monitoring Services, after that date. If Company waives any default, Company is not waiving other defaults. Any waiver by Company must be in writing. Company reserves the right to terminate the Monitoring, with no further obligation to Customer, upon 14 days advance written notice to Customer in the event of (i) excessive runaway and/or false signals, or (ii) non-monetary material breaches of this Agreement, or the reasonable policies and procedures of the Monitoring Subcontractor. Any default by the Customer under this Agreement is a cross-default under any and all other agreements between the Customer and Company, and the Company has all of the rights and remedies available to it under any other such agreement.



TERMS & CONDITIONS

Derry Township SD Middle School

Proposal: 20207-1-0

7. LATE CHARGES/PRICE INCREASES. All invoices from Company are due within 30 days of receipt, unless otherwise stated in writing. If Customer is more than 15 days late with payment, Company can charge Customer interest of 1.5% per month (18% per annum), or the maximum amount permitted by applicable law.

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10. FALSE ALARM CHARGES. In the event a fine, penalty or fee is assessed against Customer or Company by any governmental or municipal authority, department or agency as a result of any false or other alarm condition, Customer agrees to be solely responsible for payment, and shall reimburse the Company for any related fines, penalty or fees it pays.

11. MISCELLANEOUS. This Agreement contains the entire understanding between Customer and Company relating to the subject matter hereof, and replaces any earlier discussions or agreements. This Agreement cannot be changed except by a writing signed by Customer and Company. If any provision of this Agreement is found to be invalid, the remaining provisions are still effective. The law of the State where the Premises is located governs this Agreement. The terms and conditions of this Agreement shall prevail over any other terms and conditions of any order form, proposal, purchase order, or other agreement submitted by Customer, even if signed by Company. EXCEPT FOR SUBCONTRACTORS AND ASSIGNEES UNDER SECTION 9 ABOVE, THERE ARE NO THIRD PARTY BENEFICIARIES TO THIS AGREEMENT.

Any repair, service or equipment which Company provides to Customer in the future is subject to the terms of this Agreement, including the Limitation of Liability, Customer's Protection of Company, and Waiver of Subrogation, unless otherwise expressly stated in another written agreement. This Agreement is not binding on the Company until the earlier of: (i) Company signs this Agreement; or (ii) services are commenced under this Agreement.

CUSTOMER INITIALS _____

* I HAVE READ AND AGREE TO THE GENERAL TERMS



LETTER OF INTENT FOR EDUCATIONAL SERVICES

Dr. Stacy Winslow, Superintendent
Derry Township School District
PO Box 898
Hershey, PA 17033-0898

RE: 2024-2025

Dear Dr. Winslow:

The Capital Area Intermediate Unit is pleased to offer its educational programs and services to the students of your School District for the 2024-2025 school year.

In order for the Intermediate Unit and your School District to plan effectively and efficiently, we are implementing the following benchmarks for the contract process:

1. On or before March 19, 2024, the staff of the CAIU and the School District met to discuss preliminary needs of the School District for the CAIU programs and services and the anticipated costs of those programs.
2. On or before May 10, 2024, the School District, if it wishes to acquire the services of the CAIU, will execute and return this letter of intent along with any modifications to the contract summary. The parties will then enter into the Contract, subject to the adjustment process set forth below.

3. Between May 10, 2024 and August 15, 2024, reductions to the contract summary may be made by the School District to accommodate a change of enrollment due to a student moving out of the district. No adjustments shall be made if the School District wishes to use a different provider after executing this letter of intent.
4. The School District may request additional services at any time by utilizing the existing referral process. If the CAIU and the School District agree to the referral and make a recommendation for service, that time will be reflected on future contract adjustments.
5. The Board of School Directors of the School District and the Board of Directors of the CAIU shall approve the Contract, together with the final program profiles and contract summary at their regularly scheduled public meetings by June 3, 2024.

Thank you for participating in this process.

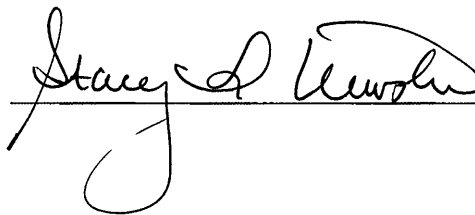
Yours truly,

Dr. Andria Saia
Executive Director

Intending to be legally bound, we accept this letter of intent.

Derry Township School District

Date: 4/25/24

By: 

AMENDMENT TO RENEW SERVICE AGREEMENT

This amendment to renew the Service Agreement (the “**Amendment**”) is effective as of the date of the last signature between Derry Township School District a Pennsylvania public school district (hereinafter “**School District**”), and Care Solace, Inc., a Delaware corporation (hereinafter “**Care Solace**”). School District and Care Solace may be referred to individually as “**Party**,” or collectively as “**Parties**.”

RECITALS

WHEREAS, School District and Care Solace have entered into a Service Agreement dated January 3, 2023, with a current term from July 1, 2023, through June 30, 2024 (the “**Service Agreement**”); and

WHEREAS, the Parties agree that they wish to renew the Service Agreement for a term beginning on July 1, 2024 and continuing through June 30, 2025 (the “**Renewal Term**”); and

WHEREAS, the Parties agree that it is their mutual intention by execution of this Amendment that the Service Agreement and any addenda or amendments thereto shall be renewed in full for the Renewal Term, subject to the revisions expressly set forth herein, and that the Service Agreement and any addenda or amendments, as modified by this Amendment, shall be binding upon the Parties.

NOW, THEREFORE, in consideration of the matters described above and of the mutual benefits and obligations set forth in the Service Agreement and any addenda or amendments thereto, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

A. Additional Service Agreement Terms

The Parties hereby agree that the below referenced additional terms shall be incorporated into the Service Agreement and shall be binding upon the Parties:

11.4 The Renewal Term of this Agreement will begin on July 1, 2024, and continue through June 30, 2025. This Agreement will then renew automatically for one-year terms (hereinafter, “**Renewal Term**”) on July 1st of each year (hereinafter the “**Renewal Date**”) unless either Party provides the other Party with at least sixty (60) days prior written notice, as set forth herein, to terminate this Agreement effective at the end of the existing Renewal Term. The maximum term of this Agreement is five (5) years.

For each Renewal Term, School District will pay \$13,088.00 to Care Solace on or around the Renewal Date for that Renewal Term.

12.1 Payment Terms. School District agrees to pay the amounts set forth herein within thirty (30) calendar days of receipt of an invoice. If Care Solace does not receive payment in full on an invoice within thirty (30) days, a finance charge on the unpaid amount of any invoice will be charged at a rate of 3.75% annually, beginning thirty (30) days after School District receives the invoice. Payments by School District will thereafter be applied first to accrued interest and then to the principal unpaid balance. School District agrees to pay all costs, including reasonable attorneys’ fees, incurred by Care Solace in the collection of any delinquent accounts. For the purposes of this

Paragraph, an invoice shall be deemed to be received upon delivery, if delivered personally or by email, or three (3) days after mailing by U.S. mail.

B. Modification of Service Agreement Terms

The Parties hereby agree that the below referenced provision shall be replaced in the Service Agreement and shall be binding upon the Parties:

Section 54, Notices: The Notice contact information for Care Solace is hereby deleted and replaced by the following:

If to Care Solace:

Care Solace, Inc.

120 Birmingham Drive, Suite 200

Cardiff, CA 92007

Attention: Chad Castruita

Email: chad.castruita@caresolace.org

C. Incorporation of Service Agreement Terms and Conditions

Other than the Additions and Modifications set forth in Sections A and B above, the Service Agreement and any addenda or amendments thereto are incorporated here by this reference as though fully set forth herein and the Parties agree that all of the Terms and Conditions of the Service Agreement are in effect during the Renewal Term.

SIGNATURES ON NEXT PAGE – REMAINDER OF PAGE INTENTIONALLY BLANK

IN WITNESS WHEREOF the Parties hereto have executed this Amendment as of the date of the last signature below.

Care Solace, Inc. ("Care Solace")

Printed Full Name: Anita Ward

Title: Chief Growth Officer

Signature: Anita Ward

Date: 03-12-2024

Derry Township School District ("School District")

Printed Full Name: Lindsay K Drew

Title: Board President

Signature: Lindsay Drew

Date: 05-06-2024

Signature Certificate

Reference number: 3EGRR-DO65H-XNGEZ-436UV

Signer

Timestamp

Signature

Anita Ward

Email: anita.ward@caresolace.org

Sent:

12 Mar 2024 15:06:43 UTC

Viewed:

11 Mar 2024 22:47:33 UTC

Signed:

12 Mar 2024 16:04:04 UTC



Recipient Verification:

✓ Email verified

11 Mar 2024 22:47:33 UTC

IP address: 75.204.174.248

Location: Fallbrook, United States

Lindsay Drew

Email: ldrew@hershey.k12.pa.us

Sent:

12 Mar 2024 15:06:43 UTC

Viewed:

06 May 2024 23:42:41 UTC

Signed:

06 May 2024 23:43:06 UTC



Recipient Verification:

✓ Email verified

06 May 2024 23:42:41 UTC

IP address: 204.14.13.100

Location: Hershey, United States

Document completed by all parties on:

06 May 2024 23:43:06 UTC

Page 1 of 1



Signed with PandaDoc

PandaDoc is a document workflow and certified eSignature solution trusted by 50,000+ companies worldwide.



CB FLOORING, LLC

2311 Hummingbird Lane

Harrisburg, PA 17112

Proposal Date: March 05, 2024

Submitted to:		Project
Derry TWP School District		Elementary School - Room 67 - MR BLASÉ
Attn: John Fready	Phone: 717-534-2501	Email: jfready@hershey.k12.pa.us

Demo Broadloom and Install Interface Cubic - Color TBD

Materials

	Units		Price Per Unit	Totals
Interface SR699 WOM Granite	0	SY	\$ 47.30	\$0.00
Interface Cubic - 50CM x 50CM	162	SY	\$ 26.98	\$4,370.76
Handling and Storage of materials	162	SY	\$ 1.00	\$162.00
XL Brands Pressure Sensitive Adhesive 4 Gal	2	EA	\$ 165.13	\$330.26
Base - 4.5"	240	LF	\$ 1.57	\$376.80
Transition Strips	12	LF	\$ 1.80	\$21.60
Feather Finish	4	EA	\$ 19.50	\$78.00

Total Material Costs **\$5,339.42**

Labor

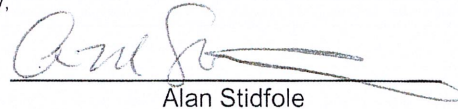
Remove Existing Cove Base	185	LF	\$ 0.45	\$83.25
Remove Existing Carpet	145	SY	\$ 4.00	\$580.00
Dispose of Carpet	145	SY	\$ 1.31	\$189.95
Install New Carpet Lift	0	SY	\$ 17.50	\$0.00
Install New Carpet	162	EA	\$ 7.45	\$1,206.90
Install New Transition Strips	12	LF	\$ 2.75	\$33.00
Install New Base	240	LF	\$ 1.35	\$324.00
Floor Prep	4	EA	\$ 70.50	\$282.00

Total Labor **\$2,615.85**

Project Total **\$7,955.27**

Sincerely,

Interface Sourcewell: Agreement No. 061323-IFS


Alan Stidole

ACCEPTANCE OF PROPOSAL: The pricess, specifications and conditions are satisfactory and hereby accepted

By signing below, I hereby accpet this proposal.

May 6, 2024

Date of acceptance


Authorized signature

President, School Board

Title

QUOTE GOOD FOR 30 DAYS FROM BID DATE AND IS SUBJECT TO CREDIT APPROVAL

CB FLOORING, LLC

2311 Hummingbird Lane

Harrisburg, PA 17112

Proposal Date: March 05, 2024

Submitted to:		Project
Derry TWP School District		Elementary School Library
Attn: John Fready	Phone: 717-534-2501	Email: jfready@hershey.k12.pa.us

Demo Broadloom at Seating Area and Replace with Accent Carpet Tile

Materials

	Units		Price Per Unit	Totals
Interface SR699 WOM Granite	0	SY	\$ 45.69	\$0.00
Interface Monochrome - 50CM x 50CM	42	SY	\$ 42.11	\$1,762.72
Handling and Storage of materials	42	SY	\$ 1.00	\$42.00
XL Brands Pressure Sensitive Adhesive 4 Gal	1	EA	\$ 165.13	\$165.13
Base - 4.5"	0	LF	\$ 1.57	\$0.00
Transition Strips	84	LF	\$ 1.80	\$151.20
Feather Finish	1	EA	\$ 19.50	\$19.50

Total Material Costs **\$2,140.55**

Labor

Remove Existing Cove Base	0	LF	\$ 0.45	\$0.00
Remove Existing Carpet	33	SY	\$ 4.00	\$132.00
Dispose of Carpet	33	SY	\$ 1.31	\$43.23
Install New Carpet Lift	0	SY	\$ 17.50	\$0.00
Install New Carpet	42	EA	\$ 7.45	\$312.90
Install New Transition Strips	84	LF	\$ 2.75	\$231.00
Install New Base	0	LF	\$ 1.35	\$0.00
Floor Prep	1	EA	\$ 70.50	\$70.50

Total Labor **\$789.63**

Project Total..... \$2,930.18

Sincerely,

Interface Sourcewell: Agreement No. 061323-IFS

Alan

Alan Stidfole

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May 6, 2024

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President, School Board

Title

QUOTE GOOD FOR 30 DAYS FROM BID DATE AND IS SUBJECT TO CREDIT APPROVAL

CB FLOORING, LLC

2311 Hummingbird Lane

Harrisburg, PA 17112

Proposal Date: March 05, 2024

Submitted to:		Project
Derry TWP School District		High School -Classrooms D-101 TO D-104, D106
Attn: John Fready	Phone: 717-534-2501	Email: jfready@hershey.k12.pa.us

Demo Broadloom and Install Interface Cubic - Color TBD
Cost is Per Classroom

Materials

	Units		Price Per Unit	Totals
Interface SR699 WOM Granite	0	SY	\$ 47.30	\$0.00
Interface Cubic - 50CM x 50CM	90	SY	\$ 26.98	\$2,420.11
Handling and Storage of materials	90	SY	\$ 1.00	\$90.00
XL Brands Pressure Sensitive Adhesive 4 Gal Base - 4.5"	1	EA	\$ 165.13	\$165.13
Transition Strips	120	LF	\$ 1.57	\$188.40
Feather Finish	12	LF	\$ 1.80	\$21.60
	2	EA	\$ 19.50	\$39.00

Total Material Costs

\$2,924.24

Labor

Remove Existing Cove Base	106	LF	\$ 0.45	\$47.70
Remove Existing Carpet	80	SY	\$ 4.00	\$320.00
Dispose of Carpet	80	SY	\$ 1.31	\$104.80
Install New Carpet Lift	0	SY	\$ 17.50	\$0.00
Install New Carpet	90	EA	\$ 7.45	\$670.50
Install New Transition Strips	12	LF	\$ 2.75	\$33.00
Install New Base	120	LF	\$ 1.35	\$162.00
Floor Prep	2	EA	\$ 70.50	\$141.00

Total Labor

\$1,431.30

Project Total.....

\$4,355.54

Sincerely,

Interface Sourcewell: Agreement No. 061323-IFS

Alan

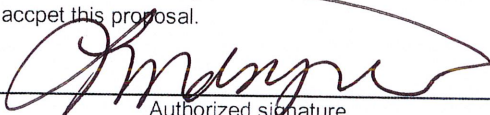


Alan Stidfole

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May 6, 2024

Date of acceptance



Authorized signature

President, School Board

Title

QUOTE GOOD FOR 30 DAYS FROM BID DATE AND IS SUBJECT TO CREDIT APPROVAL

CB FLOORING, LLC

2311 Hummingbird Lane

Harrisburg, PA 17112

Proposal Date: March 05, 2024

Submitted to:		Project	
Derry TWP School District		High School -Classroom D-105	
Attn: John Fready	Phone: 717-534-2501	Email: jfready@hershey.k12.pa.us	

Demo Broadloom and Install Interface Cubic - Color TBD

Materials

	Units		Price Per Unit	Totals
Interface SR699 WOM Granite	0	SY	\$ 47.30	\$0.00
Interface Cubic - 50CM x 50CM	84	SY	\$ 26.98	\$2,266.32
Handling and Storage of materials	84	SY	\$ 1.00	\$84.00
XL Brands Pressure Sensitive Adhesive 4 Gal	1	EA	\$ 165.13	\$165.13
Base - 4.5"	120	LF	\$ 1.57	\$188.40
Transition Strips	12	LF	\$ 1.80	\$21.60
Feather Finish	8	EA	\$ 19.50	\$156.00

Total Material Costs **\$2,881.45**

Labor

Remove Existing Cove Base	110	LF	\$ 0.45	\$49.50
Remove Existing Carpet	75	SY	\$ 4.00	\$300.00
Dispose of Carpet	75	SY	\$ 1.31	\$98.25
Install New Carpet Lift	0	SY	\$ 17.50	\$0.00
Install New Carpet	84	EA	\$ 7.45	\$625.80
Install New Transition Strips	12	LF	\$ 2.75	\$33.00
Install New Base	120	LF	\$ 1.35	\$162.00
Floor Prep	8	EA	\$ 70.50	\$564.00

Total Labor **\$1,783.05**

Project Total **\$4,664.50**

Sincerely,

Interface Sourcewell: Agreement No. 061323-IFS

Alan

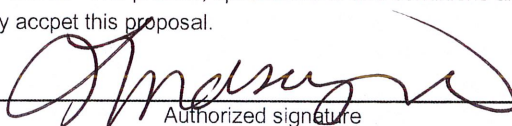


Alan Stidfole

ACCEPTANCE OF PROPOSAL: The prices, specifications and conditions are satisfactory and hereby accepted
By signing below, I hereby accept this proposal.

May 6, 2024

Date of acceptance



Authorized signature

President, School Board

Title

QUOTE GOOD FOR 30 DAYS FROM BID DATE AND IS SUBJECT TO CREDIT APPROVAL

CB FLOORING, LLC

2311 Hummingbird Lane

Harrisburg, PA 17112

Proposal Date: March 05, 2024

Submitted to:		Project
Derry TWP School District		Middle School -Classrooms A134, 136
Attn: John Fready	Phone: 717-534-2501	Email: jfready@hershey.k12.pa.us

Demo Broadloom and Install Interface Cubic - Color TBD
Cost is for Each Classroom

Materials

	Units		Price Per Unit	Totals
Interface SR699 WOM Granite	0	SY	\$ 47.30	\$0.00
Interface Cubic - 50CM x 50CM	102	SY	\$ 26.98	\$2,751.96
Handling and Storage of materials	102	SY	\$ 1.00	\$102.00
XL Brands Pressure Sensitive Adhesive 4 Gal	1	EA	\$ 165.13	\$165.13
Base - 4.5"	120	LF	\$ 1.57	\$188.40
Transition Strips	12	LF	\$ 1.80	\$21.60
Feather Finish	2	EA	\$ 19.50	\$39.00

Total Material Costs **\$3,268.09**

Labor

Remove Existing Cove Base	116	LF	\$ 0.45	\$52.20
Remove Existing Carpet	90	SY	\$ 4.00	\$360.00
Dispose of Carpet	90	SY	\$ 1.31	\$117.90
Install New Carpet Lift	0	SY	\$ 17.50	\$0.00
Install New Carpet	102	EA	\$ 7.45	\$759.90
Install New Transition Strips	12	LF	\$ 2.75	\$33.00
Install New Base	120	LF	\$ 1.35	\$162.00
Floor Prep	2	EA	\$ 70.50	\$141.00


Total Labor **\$1,573.80**

Project Total **\$4,841.89**

Sincerely,

Interface Sourcewell: Agreement No. 061323-IFS

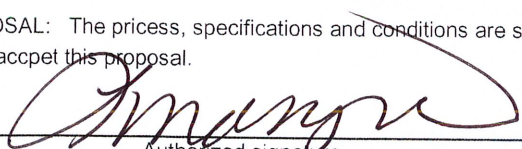
Alan


Alan Stidfole

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By signing below, I hereby accpet this proposal.

May 6, 2024

Date of acceptance


Authorized signature

President, School Board
Title

QUOTE GOOD FOR 30 DAYS FROM BID DATE AND IS SUBJECT TO CREDIT APPROVAL

CB FLOORING, LLC

2311 Hummingbird Lane

Harrisburg, PA 17112

Proposal Date: March 05, 2024

Submitted to:		Project	
Derry TWP School District		Middle School -Classrooms A135, 138	
Attn: John Fready	Phone: 717-534-2501	Email: jfready@hershey.k12.pa.us	

Demo Broadloom and Install Interface Cubic - Color TBD
Cost is for Each Classroom

Materials

	Units		Price Per Unit	Totals
Interface SR699 WOM Granite	0	SY	\$ 47.30	\$0.00
Interface Cubic - 50CM x 50CM	90	SY	\$ 26.98	\$2,428.20
Handling and Storage of materials	90	SY	\$ 1.00	\$90.00
XL Brands Pressure Sensitive Adhesive 4 Gal	1	EA	\$ 165.13	\$165.13
Base - 4.5"	120	LF	\$ 1.57	\$188.40
Transition Strips	12	LF	\$ 1.80	\$21.60
Feather Finish	2	EA	\$ 19.50	\$39.00

Total Material Costs **\$2,932.33**

Labor

Remove Existing Cove Base	107	LF	\$ 0.45	\$48.15
Remove Existing Carpet	80	SY	\$ 4.00	\$320.00
Dispose of Carpet	80	SY	\$ 1.31	\$104.80
Install New Carpet Lift	0	SY	\$ 17.50	\$0.00
Install New Carpet	90	EA	\$ 7.45	\$670.50
Install New Transition Strips	12	LF	\$ 2.75	\$33.00
Install New Base	120	LF	\$ 1.35	\$162.00
Floor Prep	2	EA	\$ 70.50	\$141.00

Total Labor **\$1,431.30**

Project Total..... **\$4,363.63**

Sincerely,

Interface Sourcewell: Agreement No. 061323-IFS

Alan

Alan Stidfole

ACCEPTANCE OF PROPOSAL: The pricess, specifications and conditions are satisfactory and hereby accepted
By signing below, I hereby accpet this proposal.

May 6, 2024

Date of acceptance

Authorized signature

President, School Board

Title

QUOTE GOOD FOR 30 DAYS FROM BID DATE AND IS SUBJECT TO CREDIT APPROVAL

CB FLOORING, LLC

2311 Hummingbird Lane

Harrisburg, PA 17112

Proposal Date: March 05, 2024

Submitted to:		Project
Derry TWP School District		Middle School -Classrooms C165, 167
Attn: John Fready	Phone: 717-534-2501	Email: jfready@hershey.k12.pa.us

Demo Broadloom and Install Interface Cubic - Color TBD
Cost is for Each Classroom

Materials

	Units		Price Per Unit	Totals
Interface SR699 WOM Granite	0	SY	\$ 47.30	\$0.00
Interface Cubic - 50CM x 50CM	114	SY	\$ 26.98	\$3,075.72
Handling and Storage of materials	114	SY	\$ 1.00	\$114.00
XL Brands Pressure Sensitive Adhesive 4 Gal	2	EA	\$ 165.13	\$330.26
Base - 4.5"	120	LF	\$ 1.57	\$188.40
Transition Strips	12	LF	\$ 1.80	\$21.60
Feather Finish	2	EA	\$ 19.50	\$39.00

Total Material Costs **\$3,768.98**

Labor

Remove Existing Cove Base	116	LF	\$ 0.45	\$52.20
Remove Existing Carpet	102	SY	\$ 4.00	\$408.00
Dispose of Carpet	102	SY	\$ 1.31	\$133.62
Install New Carpet Lift	0	SY	\$ 17.50	\$0.00
Install New Carpet	114	EA	\$ 7.45	\$849.30
Install New Transition Strips	12	LF	\$ 2.75	\$33.00
Install New Base	120	LF	\$ 1.35	\$162.00
Floor Prep	2	EA	\$ 70.50	\$141.00

Total Labor **\$1,726.92**

Project Total..... **\$5,495.90**

Sincerely,

Interface Sourcewell: Agreement No. 061323-IFS

Alan

Alan Stidfole

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May 6, 2024

Date of acceptance

Authorized signature

President, School Board

Title

QUOTE GOOD FOR 30 DAYS FROM BID DATE AND IS SUBJECT TO CREDIT APPROVAL



Mike Dillon
3438 Trindle Road, Suite 208
Camp Hill, PA 17011
(717) 761-2248

<http://Hershey.certapro.com>
License: PA020185 1-888-520-6680
Contractor License: PA020185 1-888-520-6680

COMMERCIAL INTERIOR
Proposal #: Interior Proposal - Hershey High School
Revised with discount
Job #: JOB-1389-5902
Date 04/05/2024
 SHERWIN WILLIAMS

We proudly feature Sherwin-Williams paints and stains

JOB SITE

Hershey High School - Comm-Int - JOB-1389-5902

📍 550 Homestead Road
Hershey, PA 17033
☎ (717) 531-2202
✉ jfready@hershey.k12.pa.us

PREPARED BY

David Houck
Commercial Sales Associate
☎ 717-805-0784
✉ dhouck@certapro.com

CLIENT

Hershey High School

📍 550 Homestead Road
Hershey, PA 17033
☎ (717) 531-2202
✉ jfready@hershey.k12.pa.us

CLIENT CONTACTS

John Fready
Director of Buildings and Grounds
W: (717) 534-2501
M: (717) 531-2202
E: jfready@hershey.k12.pa.us

PRICING:

Base Price:	\$6,063.00
Cafeteria	\$20,312.00
Cafeteria Hall	\$2,576.00
Classroom 105	\$1,541.00
Classroom 106	\$1,541.00
D-wing Hall	\$1,596.00
Locker Units	\$7,109.00
Reduced Prep Discount	Customer elected to chose all options that reduced Set-up/Tear-down Hours
	-\$1,928.00
Subtotal:	\$38,810.00
Total:	\$38,810.00
Deposits Due	\$15,524.00
Balance	\$23,286.00

GENERAL SCOPE OF WORK

1. Interior Painting at Hershey Highschool.
2. Base Price includes Classrooms 101 - 104
3. Surfaces include Walls and Electrical Chases only
4. Color to match existing.
5. Project to be conducted during summer break
6. Optional pricing provided for: Class rooms 105/106, D-wing Hall, Cafeteria, Cafeteria Hall and Locker units.
7. Costars Member - Vendor #556387 / Contract #008-E23-1223

INCLUDES AND EXCLUDES

INCLUDES:

Price includes Paint, Labor and Material

EXCLUDES:

- Any room not specifically listed in the proposal
- Any surface not specifically listed in the proposal

SURFACE PREPARATION

- Fill gaps and holes in woodwork
- Prime bare and new work
- Scuff sand and smooth walls

- Scuff sand trim
- Seal stains

This default is empty.

SET-UP

CUSTOMER TO:

Allow clear access to work areas , Empty Cabinets , Remove all paintings, pictures and wall decorations , Remove blinds and window coverings , Remove small and fragile objects , Remove wall mounted electronics

CERTAPRO WILL COVER & PROTECT

Fixtures , Floors , Furniture , Surfaces not to be painted

CERTAPRO WILL

Maintain clean work area , Remove and return switch plates and outlet covers , Move furniture as required

This default is empty.

CLEAN UP

Daily: Ladders are taken down and stored in a designated area along with all other tools and supplies. All debris will be swept and removed from the property or deposited in the appropriate trash receptacle according to the customer's preference. Upon Completion: All tools, supplies & equipment will be removed from the property.

PROPOSAL AND COLOR SPECIFICATIONS

Surface/Item	Product	Paint / Primer Coats	Color
Included Details			
Cafeteria	SuperPaint-Acrylic Latex-Satin	2 / 0	
Surfaces include: Walls (drywall only), Doors, Door Frames, Columns, Ceiling and Window Frames. Job scope: Prep surfaces (fill cracks/holes, scuff sand to promote paint adhesion, spot prime bare surfaces). Apply 2 full coats of Sherwin Williams Premium Interior Latex finish in sheen to match existing. Apply Direct To Metal (DTM) in Semi-Gloss sheen to Doors, Door Frames and Window Frames. Color(s) to be provided by customer.			
Cafeteria Hall	SuperPaint-Acrylic Latex-Satin	2 / 0	
Surfaces include: Existing Colored overhead Wood Panels, Door Frames and Window Frames Job scope: Prep surfaces (fill cracks/holes, scuff sand to promote paint adhesion, spot prime bare surfaces). Apply 2 full coats of Sherwin Williams Premium Interior Latex finish in sheen to match existing. Apply Direct To Metal (DTM) in Semi-Gloss sheen to Door Frames and Window Frames. Color(s) to be provided by customer.			
Classroom 105	SuperPaint-Acrylic Latex-Satin	2 / 0	To match existing
Includes Walls and Electrical Chases around perimeter of each Classroom. Job scope: Prep walls (fill cracks/holes, scuff sand to promote paint adhesion, spot prime bare surfaces). Apply 2 full coats of Sherwin Williams Premium Interior Latex finish in color/sheen to match existing.			
Classroom 106	SuperPaint-Acrylic Latex-Satin	2 / 0	To match existing
Includes Walls and Electrical Chases around perimeter of each Classroom. Job scope: Prep walls (fill cracks/holes, scuff sand to promote paint adhesion, spot prime bare surfaces). Apply 2 full coats of Sherwin Williams Premium Interior Latex finish in color/sheen to match existing.			
Classrooms 101-104	SuperPaint-Acrylic Latex-Satin	2 / 0	To match existing
Includes Walls and Electrical Chases around perimeter of each Classroom. Job scope: Prep walls (fill cracks/holes, scuff sand to promote paint adhesion, spot prime bare surfaces). Apply 2 full coats of Sherwin Williams Premium Interior Latex finish in color/sheen to match existing.			
D-wing Hall	SuperPaint-Acrylic Latex-Satin	2 / 0	To be provided
Surfaces include: Drywall (excludes tile), Soffit. Job scope: Prep walls (fill cracks/holes, scuff sand to promote paint adhesion, spot prime bare surfaces). Apply 2 full coats of Sherwin Williams Premium Interior Latex finish in sheen to match existing. Color to be provided by customer.			
Locker Units	Pro Industrial Water Based Acrylic-Acrylic-Semi-gloss Bond-Plex	2 / 1	
Includes 10 units in Cafeteria Hall. Job Scope: Prep surfaces (Tape/plastic around surfaces, Scuff san with mild abrasive to promote paint adhesion). Apply 1 full coat of Sherwin Williams Bond-Plex Acrylic Coating and 2 full coats of Sherwin Williams Multi-Surface Acrylic Semi-gloss. (Spray application). Color to be provided by Customer			

NOTES

Thank you for allowing CertaPro the opportunity to provide you with a Proposal for your Project. We will communicate with you on a daily basis to update you on the progress of the project. Our goal from start to finish is to provide you with an "Excellent Painting Experience."

PLEASE CAREFULLY REVIEW ALL OF THE ITEMS, AREAS AND COMPONENTS THAT ARE INCLUDED AS WELL AS THOSE THAT ARE EXCLUDED TO ENSURE THAT THERE IS NO MISUNDERSTANDINGS AS TO THE SCOPE OF THE PROJECT. ANY ITEMS, AREAS, AND COMPONENTS NOT SPECIFICALLY INCLUDED ARE EXCLUDED.

This Proposal is for an Interior Painting Project. During your project you will be assigned a Job Site Supervisor (JSS). The JSS is on site to paint, run the painting crew and to be available to address any of your concerns throughout the project. Certapro will also provide a Project Manager to supervise and insure the project is being handled as promised and proceeding on schedule to your satisfaction.

The number of coats of paint are noted on the proposal and additional coats will be an additional charge.

At the end of the project we will fully clean up and then do a final walk through with you to inspect the work performed if you are available when the crew has finished their work and if necessary finish the final touch ups. CertaPro Painters at the end of your project is hoping to receive an excellent review from you when you evaluate our work. Through this rating we hope to earn the privilege of doing additional work and for you to recommend us to other businessmen, your family, friends and neighbors.

CertaPro complies with all local, state and federal laws; including but not limited to the EPA Lead-Safe program. If you suspect lead please notify us immediately. Paint is included in the cost of the project.

CUSTOMER SERVICE COMMITMENT: The goal for this job is to provide the best customer experience possible. This is accomplished by being friendly and courteous, by making the client feel part of the process with daily updates and excellent communication, by doing things right the first time, and by respecting your property and your home. We recognize that we are guests.

WARRANTY ON ALL WORK: We warranty all our work for 2 years against blistering and peeling. This is not just a "handshake" warranty. This is a legal document; please see back of proposal for details. ***Please note that water damage and nail pops are structural issues, and are not painting related warranty issues***.

CertaPro Painters would be honored to be awarded your painting project!

This offer is valid for 60 days.

I wanted all of the paragraphs when ending to skip a line and yes there are certain areas that I wanted to have blue text. I am also having a problem with the choices on the exclusion section are not printing up on our proposals despite them being entered on the defaults. The exclusion choices also do not have boxes that you could check but the exclusions that I do have entered are not printing on the proposal.

ADDITIONAL NOTES

ACCENT WALLS:

If a customer decides to add an accent wall anytime after receipt of this proposal, an extra fee of \$150 per Accent Wall will be added to the pretax total, due to the additional labor and materials required.

3rd COAT OF PAINT:

There are certain paint colors (especially bold deep colors) that require more than two (2) coats of paint to achieve proper hiding. At the time of the estimate CertaPro Painters does not know what customer's final color choice will be, therefore, should customer select one of these hard to cover colors CertaPro Painters reserves the right to amend the proposal for the additional labor and materials.

PAYMENT METHODS:

We accept checks,

If paying with check please provide check made out to CertaPro Painters to the Job Site Supervisor assigned to your project.

PAYMENT TERMS:

A deposit may be requested to cover material costs approximately 40% due by the start of the project. The balance or payment in full is due upon completion of the project.

SIGNATURES



CertaPro Painters Authorized Signature

03/05/2024

Date



Authorized Client Signature

May 6, 2024

Date

Lindsay K. Drew, President, School Board

Authorized Client Representative Name & Title

Derry Township School District

Client

PROPERTY PHOTO AND VIDEO RELEASE

☐ By checking this box, I consent to CertaPro Painters®, its employees, franchisees, representatives, agents, and affiliates (collectively "CertaPro"), taking photographs and video of the property identified in this Proposal (the "Content"). I irrevocably authorize CertaPro to use, copyright, and publish the Content in any media format and agree to release CertaPro from any liability associated with its use of the Content. I represent and warrant that I have the legal capacity to agree to such release, either on my own behalf or on behalf of the property's owner. I acknowledge CertaPro is not responsible for any unauthorized third-party uses of the Content and waive any rights that I, or the property's owner, may have in connection with the Content.

Customer Initials

Date

PAYMENT DETAILS

Payment is due: In full upon job completion

COMMERCIAL DEFINITIONS AND CONDITIONS OF THIS CONTRACT

RELATIONSHIP — The individual giving you this proposal is an independent contractor licensed by CertaPro Painters® to use its systems and trademarks to operate a painting franchise. The work will be completed by the independent franchised contractor. Please make any check payable to the franchise shown on the front of this proposal.

COLORS — Colors may be chosen by the client prior to commencement of work. If, after the job starts, a color change is required, the independent Contractor will have to charge for time and material expenses incurred on the original color.

UNFORESEEN CONDITIONS — Should conditions arise which could not be determined by visual inspection prior to starting work, the client must pay an agreed upon extra for the completion of such work.

PROPOSAL — This proposal is valid for 60 days after it was written. In addition, the Independent Franchised Contractor should be informed of your desire to have the work done and receive a signed copy of the proposal before work is to be started.

ATTENTION CLIENT:

YOU, THE BUYER, MAY CANCEL THIS TRANSACTION AT ANY TIME PRIOR TO MIDNIGHT OF THE THIRD BUSINESS DAY AFTER THE DATE OF THIS TRANSACTION. SEE THE BELOW NOTICE OF CANCELLATION FOR AN EXPLANATION OF THIS RIGHT. (SATURDAY IS A LEGAL BUSINESS DAY IN CONNECTICUT.) THIS SALE IS SUBJECT TO THE PROVISIONS OF THE HOME SOLICITATION SALES ACT AND THE HOME IMPROVEMENT ACT. THIS INSTRUMENT IS NOT NEGOTIABLE.

NOTICE OF CANCELLATION

YOU MAY CANCEL THIS TRANSACTION, WITHOUT ANY PENALTY OR OBLIGATION, WITHIN THREE BUSINESS DAYS FROM THE ABOVE DATE. IF YOU CANCEL, ANY PROPERTY TRADED IN, ANY PAYMENTS MADE BY YOU UNDER THE CONTRACT OR SALE, AND ANY NEGOTIABLE INSTRUMENT EXECUTED BY YOU WILL BE RETURNED WITHIN TEN BUSINESS DAYS FOLLOWING RECEIPT BY THE SELLER OF YOUR CANCELLATION NOTICE, AND ANY SECURITY INTEREST ARISING OUT OF THE TRANSACTION WILL BE CANCELLED. IF YOU CANCEL, YOU MUST MAKE AVAILABLE TO THE SELLER AT YOUR RESIDENCE IN SUBSTANTIALLY AS GOOD CONDITION AS WHEN RECEIVED, ANY GOODS DELIVERED TO YOU UNDER THIS CONTRACT OR SALE; OR YOU MAY, IF YOU WISH, COMPLY WITH THE INSTRUCTIONS OF THE SELLER REGARDING THE RETURN SHIPMENT OF THE GOODS AT THE SELLER'S EXPENSE AND RISK. IF YOU DO MAKE THE GOODS AVAILABLE TO THE SELLER AND THE SELLER DOES NOT PICK THEM UP WITHIN TWENTY DAYS OF THE DATE OF CANCELLATION, YOU MAY RETAIN OR DISPOSE OF THE GOODS WITHOUT ANY FURTHER OBLIGATION. IF YOU FAIL TO MAKE THE GOODS AVAILABLE TO THE SELLER, OR IF YOU AGREED TO RETURN THE GOODS AND FAIL TO DO SO, THEN YOU REMAIN LIABLE FOR PERFORMANCE OF ALL OBLIGATIONS UNDER THE CONTRACT. TO CANCEL THIS TRANSACTION, MAIL OR DELIVER A SIGNED AND DATED COPY OF THIS CANCELLATION NOTICE OR ANY OTHER WRITTEN NOTICE, OR SEND A TELEGRAM TO:

Name of Seller **Mike Dillon**

DATE OF TRANSACTION _____

NOT LATER THAN MIDNIGHT OF _____

I HEREBY CANCEL THIS TRANSACTION

(Buyer's Signature)

(Date)

LIMITED TWO YEAR WARRANTY

Subject to the limitation set forth below, for a period of 24 months from the date of completion of the work described on the front of this contract, the Independent Franchise Owner named on the front of this contract (the "Contractor") will repair peeling, blistering or chipping paint resulting from defective workmanship.

THIS LIMITED WARRANTY DOES NOT COVER:

- Any work where the Contractor did not supply the paint or other materials.
- Any work which was not performed by the Contractor.
- Varnished surfaces.
- Surfaces made of, or containing, galvanized metal.
- The cost of paint required to perform the repairs.
- Repairs to horizontal surfaces or any surface that, by virtue of its design permits moisture to collect. Surfaces include, but are not limited to, decks, railings, stairs, porches, roofs and wood gutters.
- Exact paint match as environmental conditions will affect the color and finish of all paints over time.
- Any repairs which are necessitated as a result of a defect in the paint regardless of whether the paint was supplied by the Contractor or the customer.
- Bleeding caused by knots, rust or cedar.
- Cracks in drywall, plaster or wood.
- Peeling, blistering or chipping where they are caused by:
 - mill-glazing from smooth cedar
 - ordinary wear and tear.
 - abnormal use or misuse.
 - peeling of layers of paint existing prior to the work performed by the Contractor.
 - structural defects.
 - settling or movement.
 - moisture content of the substrate.
 - abrasion, mechanical damage, abrasive cleaning, abuse or damage resulting from use of chemicals or cleaning agents or exposure to harmful solids, liquids or gases.

- damage or defects caused in whole or in part by reason of fire, explosion, flood, acts of God, extreme weather conditions, misuse, alteration, abuse, vandalism, negligence, or any other similar causes beyond the control of the Contractor.

Repairs under this limited warranty will be performed only on the specific areas where peeling, blistering or chipping has occurred and only to the level of surface preparation described in the preparation section of the Contract.

FOR THIS WARRANTY TO BE VALID, YOU MUST:

- Pay the full contract price.
- Retain a copy of the original contract.
- Retain a copy of your cancelled check or other evidence of payment in full.
- Pay for all materials used to perform the repairs.
- Make the property accessible to the Contractor, or his employees, to perform the repairs.

THIS LIMITED WARRANTY IS THE ONLY EXPRESS WARRANTY MADE BY THE CONTRACTOR AND IS IN LIEU OF ALL OTHER WARRANTIES, EXPRESS OR IMPLIED. THIS WARRANTY COVERS ONLY THOSE SERVICES PROVIDED BY THE CONTRACTOR TO THE ORIGINAL PURCHASER NAMED ON THE FRONT OF THIS CONTRACT. IN NO EVENT SHALL THE CONTRACTOR BE LIABLE FOR INCIDENTAL OR CONSEQUENTIAL DAMAGES IN EXCESS OF THE ORIGINAL CONTRACT PRICE. THIS WARRANTY MAY NOT BE ALTERED OR EXTENDED FOR ANY PURPOSE UNLESS DONE SO IN WRITING IN A DOCUMENT EXECUTED BY ALL PARTIES TO THIS CONTRACT.

This warranty gives you specific legal rights. Some jurisdictions do not allow limitations on how long an implied warranty lasts, so the above limitation may not apply to you. Some jurisdictions do not allow the exclusion or limitation of incidental or consequential damages, so the above limitations or exclusions may not apply to you.

For warranty service, you should contact your Contractor to schedule an inspection of your property by calling CertaPro Painters® at 800.462.3782.



Mike Dillon
3438 Trindle Road, Suite 208
Camp Hill, PA 17011
(717) 761-2248

<http://harrisburg.certapro.com>
License: PA020185 1-888-520-6680
Contractor License: PA020185 1-888-520-6680

COMMERCIAL INTERIOR
Proposal #: Interior Proposal - Hershey Middle School
Revised
Job #: JOB-1389-5903



JOB SITE

Hershey Middle School - Comm-Int - JOB-1389-5903

📍 500 Homestead Road
Hershey, PA 17033
☎ (717) 531-2202
✉ jfready@hershey.k12.pa.us

PREPARED BY

David Houck
Commercial Sales Associate
☎ 717-805-0784
✉ dhouck@certapro.com

CLIENT

Hershey Middle School

📍 500 Homestead Road
Hershey, PA 17033
☎ (717) 531-2202
✉ jfready@hershey.k12.pa.us

CLIENT CONTACTS

John Fready
Director of Buildings and Grounds
W: (717) 534-2501
M: (717) 531-2202
E: jfready@hershey.k12.pa.us

PRICING:

Base Price:	\$5,586.00
A-Wing Hall	\$2,522.00
Classroom 165	\$1,541.00
Classroom 167	\$1,541.00
Subtotal:	\$11,190.00
Total:	\$11,190.00
Deposits Due	\$4,476.00
Balance	\$6,714.00

GENERAL SCOPE OF WORK

1. Interior Painting at Hershey Middle School.
2. Base Price includes Classrooms 134-138
3. Surfaces include Walls and Electrical Chases only
4. Color to match existing.
5. Project to be conducted during summer break
6. Optional pricing provided for: Class rooms 165/167 and A-wing Hall.
7. Costars Member - Vendor #556387 / Contract #008-E23-1223

INCLUDES AND EXCLUDES

INCLUDES:

Price includes Paint, Labor and Material

EXCLUDES:

- Any room not specifically listed in the proposal
- Any surface not specifically listed in the proposal

SURFACE PREPARATION

- Prime bare and new work
- Scuff sand and smooth walls
- Seal stains

This default is empty.

SET-UP

CUSTOMER TO:

Allow clear access to work areas , Empty Cabinets , Remove all paintings, pictures and wall decorations , Remove blinds and window coverings , Remove small and fragile objects , Remove wall mounted electronics

CERTAPRO WILL COVER & PROTECT

Fixtures , Floors , Furniture , Surfaces not to be painted

CERTAPRO WILL

Maintain clean work area , Move furniture as required , Remove and return switch plates and outlet covers

This default is empty.

CLEAN UP

Daily: Ladders are taken down and stored in a designated area along with all other tools and supplies. All debris will be swept and removed from the property or deposited in the appropriate trash receptacle according to the customer's preference. Upon Completion: All tools, supplies & equipment will be removed from the property.

PROPOSAL AND COLOR SPECIFICATIONS

Surface/Item	Product	Paint / Primer Coats	Color
Included Details			
A-Wing Hall	SuperPaint-Acrylic Latex-Satin	2 / 0	To be provided by customer
Surfaces include Walls only. Job scope: Prep walls (fill cracks/holes, scuff sand to promote paint adhesion, spot prime bare surfaces). Apply 2 full coats of Sherwin Williams Premium Interior Latex finish in sheen to match existing. Color to be provided by customer			
Classroom 165	SuperPaint-Acrylic Latex-Satin	2 / 0	To match existing
Includes Walls and Electrical Chases around perimeter of each Classroom. Job scope: Prep walls (fill cracks/holes, scuff sand to promote paint adhesion, spot prime bare surfaces). Apply 2 full coats of Sherwin Williams Premium Interior Latex finish in color/sheen to match existing.			
Classroom 167	SuperPaint-Acrylic Latex-Satin	2 / 0	To match existing
Includes Walls and Electrical Chases around perimeter of each Classroom. Job scope: Prep walls (fill cracks/holes, scuff sand to promote paint adhesion, spot prime bare surfaces). Apply 2 full coats of Sherwin Williams Premium Interior Latex finish in color/sheen to match existing.			
Classrooms 134-138	SuperPaint-Acrylic Latex-Satin	2 / 0	To match existing
Includes Walls and Electrical Chases around perimeter of each Classroom. Job scope: Prep walls (fill cracks/holes, scuff sand to promote paint adhesion, spot prime bare surfaces). Apply 2 full coats of Sherwin Williams Premium Interior Latex finish in color/sheen to match existing			

NOTES

Thank you for allowing CertaPro the opportunity to provide you with a Proposal for your Project. We will communicate with you on a daily basis to update you on the progress of the project. Our goal from start to finish is to provide you with an "Excellent Painting Experience."

PLEASE CAREFULLY REVIEW ALL OF THE ITEMS, AREAS AND COMPONENTS THAT ARE INCLUDED AS WELL AS THOSE THAT ARE EXCLUDED TO ENSURE THAT THERE IS NO MISUNDERSTANDINGS AS TO THE SCOPE OF THE PROJECT. ANY ITEMS, AREAS, AND COMPONENTS NOT SPECIFICALLY INCLUDED ARE EXCLUDED.

This Proposal is for an Interior Painting Project. During your project you will be assigned a Job Site Supervisor (JSS). The JSS is on site to paint, run the painting crew and to be available to address any of your concerns throughout the project. CertaPro will also provide a Project Manager to supervise and insure the project is being handled as promised and proceeding on schedule to your satisfaction.

The number of coats of paint are noted on the proposal and additional coats will be an additional charge.

At the end of the project we will fully clean up and then do a final walk through with you to inspect the work performed if you are available when the crew has finished their work and if necessary finish the final touch ups. CertaPro Painters at the end of your project is hoping to receive an excellent review from you when you evaluate our work. Through this rating we hope to earn the privilege of doing additional work and for you to recommend us to other businessmen, your family, friends and neighbors.

CertaPro complies with all local, state and federal laws; including but not limited to the EPA Lead-Safe program. If you suspect lead please notify us immediately. Paint is included in the cost of the project.

CUSTOMER SERVICE COMMITMENT: The goal for this job is to provide the best customer experience possible. This is accomplished by being friendly and courteous, by making the client feel part of the process with daily updates and excellent communication, by doing things right the first time, and by respecting your property and your home. We recognize that we are guests.

WARRANTY ON ALL WORK: We warranty all our work for 2 years against blistering and peeling. This is not just a "handshake" warranty. This is a legal document; please see back of proposal for details. ***Please note that water damage and nail pops are structural issues, and are not painting related warranty issues***

CertaPro Painters would be honored to be awarded your painting project!

This offer is valid for 60 days.

I wanted all of the paragraphs when ending to skip a line and yes there are certain areas that I wanted to have blue text. I am also having a problem with the choices on the exclusion section are not printing up on our proposals despite them being entered on the defaults. The exclusion choices also do not have boxes that you could check but the exclusions that I do have entered are not printing on the proposal.

ADDITIONAL NOTES

ACCENT WALLS:

If a customer decides to add an accent wall anytime after receipt of this proposal, an extra fee of \$150 per Accent Wall will be added to the pretax total, due to the additional labor and materials required.

3rd COAT OF PAINT:

There are certain paint colors (especially bold deep colors) that require more than two (2) coats of paint to achieve proper hiding. At the time of the estimate CertaPro Painters does not know what customer's final color choice will be, therefore, should customer select one of these hard to cover colors CertaPro Painters reserves the right to amend the proposal for the additional labor and materials.

PAYMENT METHODS:

We accept checks,

If paying with check please provide check made out to CertaPro Painters to the Job Site Supervisor assigned to your project.

PAYMENT TERMS:

A deposit may be requested to cover material costs approximately 40% due by the start of the project. The balance or payment in full is due upon completion of the project.

SIGNATURES



CertaPro Painters Authorized Signature

03/05/2024

Date



Authorized Client Signature

May 6, 2024

Date

Lindsay K. Drew, President, School Board
Authorized Client Representative Name & Title

Derry Township School District
Client

PROPERTY PHOTO AND VIDEO RELEASE

☐ By checking this box, I consent to CertaPro Painters®, its employees, franchisees, representatives, agents, and affiliates (collectively "CertaPro"), taking photographs and video of the property identified in this Proposal (the "Content"). I irrevocably authorize CertaPro to use, copyright, and publish the Content in any media format and agree to release CertaPro from any liability associated with its use of the Content. I represent and warrant that I have the legal capacity to agree to such release, either on my own behalf or on behalf of the property's owner. I acknowledge CertaPro is not responsible for any unauthorized third-party uses of the Content and waive any rights that I, or the property's owner, may have in connection with the Content.

Customer Initials

Date

PAYMENT DETAILS

Payment is due: In full upon job completion

COMMERCIAL DEFINITIONS AND CONDITIONS OF THIS CONTRACT

RELATIONSHIP — The individual giving you this proposal is an independent contractor licensed by CertaPro Painters® to use its systems and trademarks to operate a painting franchise. The work will be completed by the independent franchised contractor. Please make any check payable to the franchise shown on the front of this proposal.

COLORS — Colors may be chosen by the client prior to commencement of work. If, after the job starts, a color change is required, the independent Contractor will have to charge for time and material expenses incurred on the original color.

UNFORESEEN CONDITIONS — Should conditions arise which could not be determined by visual inspection prior to starting work, the client must pay an agreed upon extra for the completion of such work.

PROPOSAL — This proposal is valid for 60 days after it was written. In addition, the Independent Franchised Contractor should be informed of your desire to have the work done and receive a signed copy of the proposal before work is to be started.

ATTENTION CLIENT:

YOU, THE BUYER, MAY CANCEL THIS TRANSACTION AT ANY TIME PRIOR TO MIDNIGHT OF THE THIRD BUSINESS DAY AFTER THE DATE OF THIS TRANSACTION. SEE THE BELOW NOTICE OF CANCELLATION FOR AN EXPLANATION OF THIS RIGHT. (SATURDAY IS A LEGAL BUSINESS DAY IN CONNECTICUT.) THIS SALE IS SUBJECT TO THE PROVISIONS OF THE HOME SOLICITATION SALES ACT AND THE HOME IMPROVEMENT ACT. THIS INSTRUMENT IS NOT NEGOTIABLE.

NOTICE OF CANCELLATION

YOU MAY CANCEL THIS TRANSACTION, WITHOUT ANY PENALTY OR OBLIGATION, WITHIN THREE BUSINESS DAYS FROM THE ABOVE DATE. IF YOU CANCEL, ANY PROPERTY TRADED IN, ANY PAYMENTS MADE BY YOU UNDER THE CONTRACT OR SALE, AND ANY NEGOTIABLE INSTRUMENT EXECUTED BY YOU WILL BE RETURNED WITHIN TEN BUSINESS DAYS FOLLOWING RECEIPT BY THE SELLER OF YOUR CANCELLATION NOTICE, AND ANY SECURITY INTEREST ARISING OUT OF THE TRANSACTION WILL BE CANCELLED. IF YOU CANCEL, YOU MUST MAKE AVAILABLE TO THE SELLER AT YOUR RESIDENCE IN SUBSTANTIALLY AS GOOD CONDITION AS WHEN RECEIVED, ANY GOODS DELIVERED TO YOU UNDER THIS CONTRACT OR SALE, OR YOU MAY, IF YOU WISH, COMPLY WITH THE INSTRUCTIONS OF THE SELLER REGARDING THE RETURN SHIPMENT OF THE GOODS AT THE SELLER'S EXPENSE AND RISK. IF YOU DO MAKE THE GOODS AVAILABLE TO THE SELLER AND THE SELLER DOES NOT PICK THEM UP WITHIN TWENTY DAYS OF THE DATE OF CANCELLATION, YOU MAY RETAIN OR DISPOSE OF THE GOODS WITHOUT ANY FURTHER OBLIGATION. IF YOU FAIL TO MAKE THE GOODS AVAILABLE TO THE SELLER, OR IF YOU AGREED TO RETURN THE GOODS AND FAIL TO DO SO, THEN YOU REMAIN LIABLE FOR PERFORMANCE OF ALL OBLIGATIONS UNDER THE CONTRACT. TO CANCEL THIS TRANSACTION, MAIL OR DELIVER A SIGNED AND DATED COPY OF THIS CANCELLATION NOTICE OR ANY OTHER WRITTEN NOTICE, OR SEND A TELEGRAM TO:

Name of Seller Mike Dillon

DATE OF TRANSACTION _____

NOT LATER THAN MIDNIGHT OF _____

I HEREBY CANCEL THIS TRANSACTION

(Buyer's Signature)

(Date)

LIMITED TWO YEAR WARRANTY

Subject to the limitation set forth below, for a period of 24 months from the date of completion of the work described on the front of this contract, the Independent Franchise Owner named on the front of this contract (the "Contractor") will repair peeling, blistering or chipping paint resulting from defective workmanship.

THIS LIMITED WARRANTY DOES NOT COVER:

- Any work where the Contractor did not supply the paint or other materials.
- Any work which was not performed by the Contractor.
- Varnished surfaces.
- Surfaces made of, or containing, galvanized metal.
- The cost of paint required to perform the repairs.
- Repairs to horizontal surfaces or any surface that, by virtue of its design permits moisture to collect. Surfaces include, but are not limited to, decks, railings, stairs, porches, roofs and wood gutters.
- Exact paint match as environmental conditions will affect the color and finish of all paints over time.
- Any repairs which are necessitated as a result of a defect in the paint regardless of whether the paint was supplied by the Contractor or the customer.
- Bleeding caused by knots, rust or cedar.
- Cracks in drywall, plaster or wood.
- Peeling, blistering or chipping where they are caused by:
 - mill-glazing from smooth cedar
 - ordinary wear and tear.
 - abnormal use or misuse.
 - peeling of layers of paint existing prior to the work performed by the Contractor.
 - structural defects.
 - settling or movement.
 - moisture content of the substrate.
 - abrasion, mechanical damage, abrasive cleaning, abuse or damage resulting from use of chemicals or cleaning agents or exposure to harmful solids, liquids or gases.
 - damage or defects caused in whole or in part by reason of fire, explosion, flood, acts of God, extreme weather conditions, misuse, alteration, abuse, vandalism, negligence, or any other similar causes beyond the control of the Contractor.

Repairs under this limited warranty will be performed only on the specific areas where peeling, blistering or chipping has occurred and only to the level of surface preparation described in the preparation section of the Contract.

FOR THIS WARRANTY TO BE VALID, YOU MUST:

- Pay the full contract price.
- Retain a copy of the original contract.
- Retain a copy of your cancelled check or other evidence of payment in full.
- Pay for all materials used to perform the repairs.
- Make the property accessible to the Contractor, or his employees, to perform the repairs.

THIS LIMITED WARRANTY IS THE ONLY EXPRESS WARRANTY MADE BY THE CONTRACTOR AND IS IN LIEU OF ALL OTHER WARRANTIES, EXPRESS OR IMPLIED. THIS WARRANTY COVERS ONLY THOSE SERVICES PROVIDED BY THE CONTRACTOR TO THE ORIGINAL PURCHASER NAMED ON THE FRONT OF THIS CONTRACT. IN NO EVENT SHALL THE CONTRACTOR BE LIABLE FOR INCIDENTAL OR CONSEQUENTIAL DAMAGES IN EXCESS OF THE ORIGINAL CONTRACT PRICE. THIS WARRANTY MAY NOT BE ALTERED OR EXTENDED FOR ANY PURPOSE UNLESS DONE SO IN WRITING IN A DOCUMENT EXECUTED BY ALL PARTIES TO THIS CONTRACT.

This warranty gives you specific legal rights. Some jurisdictions do not allow limitations on how long an implied warranty lasts, so the above limitation may not apply to you. Some jurisdictions do not allow the exclusion or limitation of incidental or consequential damages, so the above limitations or exclusions may not apply to you.

For warranty service, you should contact your Contractor to schedule an inspection of your property by calling CertaPro Painters® at 800.462.3782.

1



Date: 04/04/2024
Order Number: Q-586416
Revision: 1
Order Form Expiration Date: 07/10/2023

ORDER FORM

Orders Under \$25,000.00 may pay by Credit Card:
Call 214.294.9901 or e-mail creditcardprocessing@edmentum.com

Customer and Billing Address

Customer No.: 104319
Customer Name: Hershey High School
Billing Address: PO Box 898
Hershey, PA 17033-0898

Products and Services

Hershey High School

Products	Qty	License Start Date	License End Date	License Term (Months)
Study Island: Math Library - Program License	175	07/11/2024	07/10/2025	12

Hershey High School Subtotal: \$962.50

Total US Funds: \$962.50

This Order shall have an effective date ("Effective Date") which is the earlier of (a) the date we accept your signed Order Form or (b) the earliest of the License Start Dates applicable to the products listed above

To the extent the products listed above include "EdOptions Academy" and "ALVS" enrollment products, they are governed by the terms and conditions listed in Appendix A. For all other products, unless otherwise specified in the products table of this Order Form above, the Start Date for your software subscription license(s) will be the date on which we have accepted your order and have issued log-in credentials. In the case of a purchase for multiple successive subscription licenses, the Start Date for each successive subscription will be the day immediately following the License Term expiration of the preceding license subscription.

Taxes

Prices shown above do not include any state and local taxes that may apply. Any such taxes are the responsibility of the Customer and will appear on the final invoice. If the contracting entity is exempt from sales tax, please send the applicable tax exemption certificate to orders@edmentum.com or attach the certificate to this order form in the Signature section.

Invoicing and Payment Terms

The full amount of Your Order will be invoiced when accepted by Us. Payment is due 15 days after invoice date.

Terms and Conditions

For the purposes of this Order Form, "you" and "your" refer to Customer, and "we", "us" and "our" refer to Edmentum Inc. and affiliates. This Order Form and any documents it incorporates (including the Standard Purchase and License Terms located at <http://www.edmentum.com/standardterms> and the documents it references) form the entire agreement between you and us ("Agreement"). You acknowledge that any terms and conditions in your purchase order or any other documents you provide that

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Date: 04/04/2024
Order Number: Q-586416
Revision: 1
Order Form Expiration Date: 07/10/2023

ORDER FORM

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Call 214.294.9901 or e-mail creditcardprocessing@edmentum.com

enhance our obligations or restrictions or contradict the Agreement do not have force and effect.

Purchase Order

You acknowledge that this Agreement is non-cancellable and you will submit a purchase order for the full amount of this Order Form. Your order will not be scheduled for delivery until you have submitted a purchase order referencing and conforming to this Order Form.

Acceptance

This offer will expire on the Order Form Expiration Date noted above unless we earlier withdraw or extend the offer in writing.

I represent that I have read the terms and conditions included in this Agreement, that I am authorized to accept this offer and the Agreement's terms and conditions on behalf of the customer identified above and that I do accept this offer on behalf of the customer who agrees to adhere to the Agreement's terms and conditions. To the extent that either parties process does not require that I execute this Order Form, I accept, acknowledge and agree to the terms and conditions identified in and referenced in this Agreement as signified by my receipt, use or access of the products and/or services identified.

Invoice Contact Information – Please Provide Your Finance Dept Contact Information

First Name: Krista

Last Name: Dickerson

Email Address: AP@hershey.k12.pa.us

Customer Signature

Name (Printed or Typed) Lindsay K. Drew

Title President, School Board

Date May 6, 2024

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Date: 04/04/2024
Order Number: Q-590803
Revision: 1
Order Form Expiration Date: 07/10/2024

ORDER FORM

Orders Under \$25,000.00 may pay by Credit Card:
Call 214.294.9901 or e-mail creditcardprocessing@edmentum.com

Customer and Billing Address

Customer No.: 104319
Customer Name: Hershey High School
Billing Address: PO Box 898
Hershey, PA 17033-0898

Products and Services

Hershey High School

Products	Qty	License Start Date	License End Date	License Term (Months)
Study Island: Science Library - Program License	350	07/11/2024	07/10/2025	12
Study Island Benchmark Assessments: Science Library - Program License	350	07/11/2024	07/10/2025	12

Hershey High School Subtotal: \$2,887.50

Total US Funds: \$2,887.50

This Order shall have an effective date ("Effective Date") which is the earlier of (a) the date we accept your signed Order Form or (b) the earliest of the License Start Dates applicable to the products listed above

To the extent the products listed above include "EdOptions Academy" and "ALVS" enrollment products, they are governed by the terms and conditions listed in Appendix A. For all other products, unless otherwise specified in the products table of this Order Form above, the Start Date for your software subscription license(s) will be the date on which we have accepted your order and have issued log-in credentials. In the case of a purchase for multiple successive subscription licenses, the Start Date for each successive subscription will be the day immediately following the License Term expiration of the preceding license subscription.

Taxes

Prices shown above do not include any state and local taxes that may apply. Any such taxes are the responsibility of the Customer and will appear on the final invoice. If the contracting entity is exempt from sales tax, please send the applicable tax exemption certificate to orders@edmentum.com or attach the certificate to this order form in the Signature section.

Invoicing and Payment Terms

The full amount of Your Order will be invoiced when accepted by Us. Payment is due 15 days after invoice date.

Terms and Conditions

For the purposes of this Order Form, "you" and "your" refer to Customer, and "we", "us" and "our" refer to Edmentum Inc. and affiliates. This Order Form and any documents it incorporates (including the Standard Purchase and License Terms located at

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Date: 04/04/2024
Order Number: Q-590803
Revision: 1
Order Form Expiration Date: 07/10/2024

ORDER FORM

Orders Under \$25,000.00 may pay by Credit Card:
Call 214.294.9901 or e-mail creditcardprocessing@edmentum.com

<http://www.edmentum.com/standardterms> and the documents it references) form the entire agreement between you and us ("Agreement"). You acknowledge that any terms and conditions in your purchase order or any other documents you provide that enhance our obligations or restrictions or contradict the Agreement do not have force and effect.

Purchase Order

You acknowledge that this Agreement is non-cancellable and you will submit a purchase order for the full amount of this Order Form. Your order will not be scheduled for delivery until you have submitted a purchase order referencing and conforming to this Order Form.

Acceptance

This offer will expire on the Order Form Expiration Date noted above unless we earlier withdraw or extend the offer in writing.

I represent that I have read the terms and conditions included in this Agreement, that I am authorized to accept this offer and the Agreement's terms and conditions on behalf of the customer identified above and that I do accept this offer on behalf of the customer who agrees to adhere to the Agreement's terms and conditions. To the extent that either parties process does not require that I execute this Order Form, I accept, acknowledge and agree to the terms and conditions identified in and referenced in this Agreement as signified by my receipt, use or access of the products and/or services identified.

Invoice Contact Information – Please Provide Your Finance Dept Contact Information

First Name: Krista

Last Name: Dickerson

Email Address: AP@hershey.k12.pa.us

Customer Signature

Name (Printed or Typed) Lindsay K. Drew

Title President, School Board

Date May 6, 2024





Date: 04/03/2024
Order Number: Q-621916
Revision: 1
Order Form Expiration Date: 07/10/2024

ORDER FORM

Orders Under \$25,000.00 may pay by Credit Card:
Call 214.294.9901 or e-mail creditcardprocessing@edmentum.com

Customer and Billing Address

Customer No.: 192042
Customer Name: Hershey Middle School
Billing Address: PO Box 898
Hershey, PA 17033-0898

Products and Services

Hershey Middle School

Products	Qty	License Start Date	License End Date	License Term (Months)
Study Island: Math Library - Program License	175	07/11/2024	07/10/2025	12

Hershey Middle School Subtotal: \$962.50

Total US Funds: \$962.50

This Order shall have an effective date ("Effective Date") which is the earlier of (a) the date we accept your signed Order Form or (b) the earliest of the License Start Dates applicable to the products listed above

To the extent the products listed above include "EdOptions Academy" and "ALVS" enrollment products, they are governed by the terms and conditions listed in Appendix A. For all other products, unless otherwise specified in the products table of this Order Form above, the Start Date for your software subscription license(s) will be the date on which we have accepted your order and have issued log-in credentials. In the case of a purchase for multiple successive subscription licenses, the Start Date for each successive subscription will be the day immediately following the License Term expiration of the preceding license subscription.

Taxes

Prices shown above do not include any state and local taxes that may apply. Any such taxes are the responsibility of the Customer and will appear on the final invoice. If the contracting entity is exempt from sales tax, please send the applicable tax exemption certificate to orders@edmentum.com or attach the certificate to this order form in the Signature section.

Invoicing and Payment Terms

The full amount of Your Order will be invoiced when accepted by Us. Payment is due 15 days after invoice date.

Terms and Conditions

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Date: 04/03/2024
Order Number: Q-621916
Revision: 1
Order Form Expiration Date: 07/10/2024

ORDER FORM

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enhance our obligations or restrictions or contradict the Agreement do not have force and effect.

Purchase Order

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Acceptance

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I represent that I have read the terms and conditions included in this Agreement, that I am authorized to accept this offer and the Agreement's terms and conditions on behalf of the customer identified above and that I do accept this offer on behalf of the customer who agrees to adhere to the Agreement's terms and conditions. To the extent that either parties process does not require that I execute this Order Form, I accept, acknowledge and agree to the terms and conditions identified in and referenced in this Agreement as signified by my receipt, use or access of the products and/or services identified.

Invoice Contact Information – Please Provide Your Finance Dept Contact Information

First Name: Krista

Last Name: Dickerson

Email Address: AP@hershey.k12.pa.us

Customer Signature

Name (Printed or Typed) Lindsay K. Drew

Title President, School Board

Date May 6, 2024



**CAROL H. GILBERT CONSULTING
TRAINING SERVICES AGREEMENT**

THIS AGREEMENT ("Agreement") is executed this **28th day of March, 2024** (the "Effective Date") by and between **Carol H. Gilbert Consulting**, with a principal place of business at 316 Maple Avenue Millersville, PA 17551 (the "Consultant"), and **Derry Township School District**, with a principal place of business at **PO Box 898, Hershey, PA 17033** (the "Client").

Background.

The Consultant is engaged in the business of providing training and program reviews to the food industry for the safe and effective handling of food, training on federal regulations relating to National School Lunch Programs, and business-consulting services related thereto. The Client wishes to retain the Consultant for the purpose of providing certain services, and the Consultant wishes to provide such services specified herein, all on the terms and conditions hereinafter set forth.

NOW, THEREFORE, in consideration of the foregoing Background and the mutual covenants contained herein, and intending to be legally bound, the Consultant and the Client hereby agree as follows:

1. Engagement. As of the effective Date, the Client hereby engages the Consultant to provide certain services as hereinafter provided, and the Consultant accepts such engagement on the terms and conditions set forth in this Agreement.
2. Services of Consultant. The Consultant agrees to provide training for the Client as follows:
 - a. Training Topics:
 - **Civil Rights for School Nutrition Programs**
 - **What is a Meal**
 - **Food Safety**
 - **Team Building**
 - b. Date: **Thursday, August 8, 2024**
 - c. Time: **7:30 am – 3:00pm**
3. Materials. The Consultant will provide all materials necessary to provide the services required by this Agreement, except that the Client will provide the following materials: Training Supplies: Screen, cart for computer, and 1-8' table for trainer supplies. Room should allow for comfortable seating, 6-8 per table, with participants facing the screen.
4. Compensation. Compensation. For the services provided hereunder, the Consultant shall be paid a consulting fee **\$975.00**. The Consultant shall provide an invoice for its fee and travel expenses (lodging and mileage as deemed necessary). Travel and mileage expenses are estimated at: **\$40.00**. The Client shall pay for the services provided within thirty (30) days following receipt of the Consultant's invoice. Any payments not made within such time shall be subject to a late charge of 1-1/2% per month from the due date of payment

**CAROL H. GILBERT CONSULTING
TRAINING SERVICES AGREEMENT**

5. Term and Termination. This Agreement is for an indefinite term, and shall terminate upon completion of the services by the Consultant and payment for such services by the Client, and may also be terminated earlier by either party upon at least seven (7) days prior written notice to the other party. In the event of such early termination by the Client, the Consultant shall be entitled to payment in full for all services provided, expenses incurred and supplies purchased prior to the date of notice of such termination.
6. Independent Contractor Status. Nothing in this Agreement will be construed to constitute the Consultant as an employee, agent, partner or joint venturer of or with the Client, nor shall either party have any authority to bind the other in any respect, it being intended that the Consultant shall, at all times, remain an independent contractor responsible for its own actions and taxes, as noted in Paragraph 8 below.
7. Taxes. The Consultant shall be responsible for payment of all taxes incurred in connection with the compensation received hereunder, and the Client will not:
 - (a) Withhold income taxes or FICA from the Consultant's payments or make income tax or FICA payments on the Consultant's behalf; or
 - (b) Make state or federal unemployment compensation contributions on the Consultant's behalf.

The charges of Consultant for services under this Agreement do not include any state or local sales, use, property or value added taxes. If the Consultant is required to pay such taxes based on the services provided under this Agreement, such taxes shall be separately billed to the Client.

8. Assignment. This Agreement may not be assigned by the Consultant without the prior written permission of the Client. Otherwise, this Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors in interest.
9. Entire Agreement. This Agreement represents the entire agreement between the parties with respect to the subject matter hereof. No change or modification of this Agreement will be enforceable against any party unless the same is in writing and signed by the party against whom enforcement is sought.
10. Notices. Any notice or communication required or permitted hereunder will be sufficient if delivered personally, or sent by first class mail, postage prepaid, addressed to the other party at the address set forth in the beginning of this Agreement or at such other address as may hereafter be designated by notice actually delivered and received.
11. Resolving Disputes. In the event of any suit or other legal action between the parties under this Agreement, the prevailing party shall be entitled to reasonable attorney's fees, costs and expenses incurred in connection therewith in addition to any other relief to which such party may be entitled.
12. Governing Law. This Agreement is entered into and shall be construed in accordance with the laws of the Commonwealth of Pennsylvania.

**CAROL H. GILBERT CONSULTING
TRAINING SERVICES AGREEMENT**

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed the day and year first above written.

GILBERT CONSULTING, LLC

By: Christi Beazley 3.28.2024
Christi A. Beazley, Date
President

CLIENT:  May 6, 2024
Date

Print Name: Lindsay K. Drew, President, School Board

Participation Agreement for Enrollment for Education Solutions (EES) – IU13 Consortium

Undersigned Participant acknowledges that Microsoft Licensing, Microsoft Corporation, Microsoft Ireland Operations Limited or Microsoft Operations Pte Ltd (each, "Microsoft") and Lancaster Lebanon Intermediate Unit 13 ("Organization") have entered into the Microsoft Campus and School Agreement identified above and the Enrollment for Education Solutions (as amended, modified and supplemented to the date hereof, collectively, the "Agreement") under which Participant desires to sublicense Licenses to Products from and through Organization. All capitalized terms used but not defined herein will have the meanings assigned in the Agreement.

EES Agreement School District Name	
Street Address	
City, State/Province, Zip	
Contact Name	
Contact e-mail	
Telephone	
Microsoft EES Agreement Number (Organization to complete)	TBD

Education Qualified User Organization-wide Count for Participant identified above	
Student Count based on State Year of Enrollment for Participant identified above)	

1. **Acknowledgment.** Participant hereby acknowledges that it may request and review a copy of the Agreement, which incorporates the Product Terms applicable to the Products acquired under the Agreement, which are located at <http://www.microsoft.com/licensing/default.aspx> and that it has read and understood the terms and conditions of the foregoing documents.
2. **Agreement.** Participant agrees to be bound by all Agreement terms and conditions (including without limitation terms relating to Product use, compliance verification, notifications to users, LIMITED Warranty and DISCLAIMERS, limitation of liability, no liability for certain damages) just as if it had executed the Agreement itself as a sole, original licensee of the Products; EXCEPT, however, Participant --
 - a. will submit orders using the enrollment number assigned for such purpose;
 - b. will not have the right to submit enrollments under Organization's Campus and School Agreement;
 - c. Each enrollment under this Agreement is required to have a minimum of 5 Education Qualified Users to qualify for entry.
 - d. The initial order must include Subscription Licenses for at least:

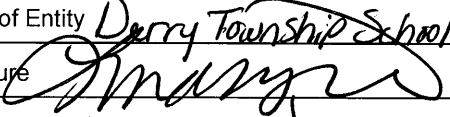
- (i) Microsoft 365 Education A3 for an Organization-wide Count of at least 5
- (ii) Microsoft 365 Education A5 for an Organization-wide Count of at least 5; OR
- (iii) A mix of Microsoft 365 Education A3 and Microsoft 365 Education A5 as described in the Product Terms for an Organization-wide Count of at least 5; OR
- (iv) One Education Platform Product for a Student Count of at least 5

- e. will be subject to the chosen Enrollment Licensed Period, June 1, 2024, through May 31, 2029.
- f. will have its Product use based on the Agreement and this Participation Agreement and any expiration or termination thereof;
- g. will notify its Users of the terms of the Agreement and this Participation Agreement;
- h. will not have its own "Participants" as defined in the Agreement nor in any other way act as a sub-licensor under the Agreement;
- i. will not have the right to amend, renew, extend, or terminate the Agreement; and
- j. will not be liable to Microsoft based solely on the acts or omissions of any other Participants or of the Organization under the Agreement.

3. Additional Notification. Participant will notify Microsoft immediately if and when it becomes aware of any actual or potential violation of the Agreement or this Participation Agreement.

4. Survival. All sections above except for those providing for use rights shall survive termination or expiration of the Agreement and/or this Participation Agreement. This Participation Agreement shall not survive any termination or expiration of the Agreement.

Participant's violation of the above-referenced terms and conditions shall be deemed to be a breach of this Participation Agreement and shall be grounds for immediate termination of all rights granted hereunder.

Participant	
Name of Entity	Derry Township School District
Signature	
Printed name	Lindsay K. Drew
Printed title	President, School Board
Signature date	May 6, 2024

CONTRACT FOR SERVICES

Contractor: Lancaster-Lebanon Intermediate Unit 13 ("IU13") 1020 New Holland Pike Lancaster, PA 17601	Customer: Derry Township School District PO Box 898 30 E. Granada Avenue Hershey, PA 17033
Supervisor: Kristina Fulton Contact: Keira London Phone: 717-947-1940 Email: Keira_london@iu13.org	Contact: Aaron Shuman Phone: 717-443-4126 Email: ashuman@hershey.k12.pa.us

Derry Township SD (Customer) and **Lancaster-Lebanon Intermediate Unit 13** (Contractor) agree as follows:

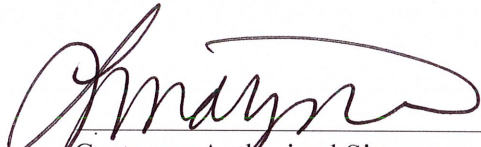
1. STEELS Professional Learning (Services) shall be provided by the Contractor during the 2023-2024 school year.
2. The Services shall be provided only to the employees of the Customer. Under no circumstances will the Customer permit non-employees to participate in, benefit from, or receive materials related to the Services, unless otherwise agreed to by both parties. Audio/video recording of the Services is not permitted. Copying and/or modifying any portion of the materials provided is strictly prohibited. Any exceptions to this clause must be requested and granted in writing or email correspondence.
3. Specific details, correspondence, and date(s)/timeline for the Services are attached (if applicable).
4. The amount to be paid by **Derry Township SD** for the Services provided by the Contractor is as follows:

Task/ Deliverable	#	Unit	# Staff	Rate	Cost
STEELS Professional Learning	1	Day	1	\$1,335	\$1,335
Subtract Prepayment or Discount					
Total					\$1,335

5. The Customer shall return a signed copy of this Contract to reserve and initiate services.
6. Payment for the services rendered shall be made upon the receipt of an invoice issued by the Contractor following the execution of the agreed upon services.

7. Both parties are protected under the Commonwealth of Pennsylvania's Tort Claims Act (Act), and as such, cannot and shall not be held responsible or otherwise liable for those actions or inactions specifically enumerated under the Act. Based on the foregoing, each party agrees to protect, indemnify, and hold harmless the other party and its agents, employees, directors, officers, affiliates, consultants, and/or contractors from and against any and all damages, injuries (including bodily injury, dismemberment, and/or death), claims, liabilities, and costs (including reasonable attorneys' fees), which arise or may be suffered or incurred in whole or in part as a result of the acts or omissions of the indemnifying party, its agents, employees, directors, officers, affiliates, consultants, and/or contractors, and whether arising under this Agreement, to the extent permitted by law..
8. The Customer shall not use, issue or release for publication any articles, photographs, or similar materials including or implying the name of IU13, or any advertising or publicity matter including or implying the name of IU13 or relating to the subject matter of this engagement, without first securing written consent from IU13, which consent may be withheld in the IU13's sole discretion.
9. Either Party may terminate this Agreement with 30 days written notice. In the event both Parties wish to mutually terminate this Agreement, the date of termination shall be as agreed by the Parties without regard to the notice provision.
10. **Force Majeure.** Neither party will incur any liability to the other if its performance of any obligation under this Agreement is prevented or delayed by causes beyond its control and without the fault or negligence of either party. Causes beyond a party's control may include, but are not limited to, acts of God, war or terrorism, changes in controlling law, regulations, orders or the requirements of any governmental entity, severe weather conditions, civil disorders, natural disasters, fire, a national or Commonwealth of Pennsylvania emergency, disease, plague, epidemic, pandemic, outbreaks of infectious disease or any other public health crisis, including quarantine or other employee restrictions, general strikes throughout the trade, work stoppages, accidents and freight embargos. and interruptions, loss or malfunctions of utilities, communications or computer (software and hardware) services; other unforeseeable circumstances beyond the control of the Parties against which it would have been unreasonable for the affected party to take precautions and which the affected party cannot avoid even by using its best efforts. Either party shall orally notify the other within forty-eight (48) hours and notify in writing within five (5) days of the date on which either party becomes aware, or should have reasonably become aware, that such cause would prevent or delay its performance. Such notification shall describe fully such cause(s) and its effects on performance, (ii) state whether performance under the Agreement is prevented or delayed and (iii) if performance is delayed, state a reasonable estimate of the duration of the delay. After receipt of such notification, either party may elect to cancel this Agreement, or to extend the time for performance as reasonably necessary to compensate for the delay.
11. The person signing this Agreement on behalf of the Customer individually warrants that he or she has full legal power to execute this Agreement on behalf of the Customer, and to bind and obligate the Customer with respect to all provisions contained in this Agreement.

12. This contract cannot be modified or changed without a contract Amendment signed by both the Customer and the Contractor.


Customer Authorized Signature

May 6, 2024
Date



Lancaster Lebanon Intermediate Unit 13

03/20/2024

Date



INVOICE

Derry Township School District
30 E Granada Ave
HERSHEY PA 17033
USA

Invoice Date
Mar 13, 2024

Invoice Number
INV-22038

Foodworks
Technologies
P.O. Box 7126
Fishers, IN 46038

Description	Quantity	Unit Price	Amount USD
Menulogic K12 District License	1.00	2,100.00	2,100.00
Menulogic K12 Site License	4.00	400.00	1,600.00
Sharing Site Module (included)			
Support, Training, and Strategy Courses (included)			
Special Agreement - 50% Discount for SY 24-25	1.00	(1,850.00)	(1,850.00)
Annual Renewal Date = July 1			
		Subtotal	1,850.00
		TOTAL TAX	0.00
		TOTAL USD	1,850.00

Due Date: Jul 1, 2024

Please remit payment to address listed above.

By submitting payment for this invoice, you acknowledge and agree to the terms and conditions outlined in our Terms of Service agreement. The Terms of Service agreement, available in our Support Center website or upon request, govern the use of the products or services provided.

Please include a copy of Sales Tax Exemption certification or email copy to accounts@menulogic-k12.com.

Billing contact: accounts@menulogic-k12.com

*Board approved May 6, 2024
Michelle Agui, School Board Secretary*



SCREEN & COAT PROPOSAL

Athletic Surfaces & Equipment

Miller Flooring Co. - Sports Construction Division

827 Lincoln Avenue
Suite 15
West Chester, Pennsylvania 19380
United States

Phone: 610.626.1000
Fax: 610.626.3000
Toll free: 800.821.8611
www.millerflooring.com

BILL TO

**Derry Township School
District**

John Fready

jfready@hershey.k12.pa.us

SHIP TO

**Derry Township School
District**

30 E. Granada Avenue
PO Box 898
Hershey, Pennsylvania 17033
United States

Estimate Number: Derry Township SD
2024

Estimate Date: April 9, 2024

Valid Until: December 31, 2024

Estimate Total (USD): **\$18,770.00**

Items	Quantity	Price	Amount
** COSTARS COSTARS Contract Pricing: The following pricing is based on CoStars pricing structure. Costars is a Pennsylvania State approved joint purchasing contract. Miller Sports, West Chester, PA is authorized under CoStars contract number: 005-E22-184 - (Janitorial Supplies)	1	\$0.00	\$0.00
**SCREEN & COAT - WATER BASED FINISH Miller Sports proposes to supply all materials, labor and equipment necessary to complete work as further specified. HERSHEY HIGH SCHOOL MAIN GYM Screen & Coat: Miller Sports will screen sand the floor with abrasive screen discs. The process will remove scuffing and dirt from the surface. The surface will be vacuumed and/or tacked free of dust. Two coats of Bona Super Sport MVP water based finish will be applied to the surface.	1	\$7,965.00	\$7,965.00
**SCREEN & COAT - WATER BASED FINISH HERSHEY MIDDLE SCHOOL MAIN GYM Screen & Coat: Miller Sports will screen sand the floor with abrasive screen discs. The process will remove scuffing and dirt from the surface. The surface will be vacuumed and/or tacked free of dust. Two coats of Bona Super Sport MVP water based finish will be applied to the surface.	1	\$6,650.00	\$6,650.00



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Toll free: 800.821.8611
www.millerflooring.com

Items	Quantity	Price	Amount
**SCREEN & COAT - WATER BASED FINISH EARLY CHILDHOOD CENTER/ELEMENTARY MAIN GYM Screen & Coat: Miller Sports will screen sand the floor with abrasive screen discs. The process will remove scuffing and dirt from the surface. The surface will be vacuumed and/or tacked free of dust. Two coats of Bona Super Sport MVP water based finish will be applied to the surface.	1	\$4,155.00	\$4,155.00
**CLARIFICATIONS Clarifications: The owner is responsible for making sure no soap or wax based products have been used on your floors. Miller Sports is not responsible for any adhesion issues which could result in finish peeling if those type of products are used on your surfaces. The pricing for this work is based on standard work hours. These projects will take approximately two days to complete at each location (depending on dry times in between coats) with 48 hours of dry time once the final coat is applied. Pricing does not include: repair work, finishing beneath bleachers or any clean up as a result of this scope. It is up to the customer to cover any areas in need of protection as a result of dust infiltration. Pricing does not include taxes and prevailing wage rates. Owner must supply: proper electric, proper lighting, proper ventilation as needed and security of the gyms during drying period.	1	\$0.00	\$0.00
**TERMS & CONDITIONS By signing this proposal you accept and agree to the terms and conditions including: Miller Sports is not responsible for any cross contamination of products. It is the owner's responsibility to notify Miller in advance the use of any cleaning or other products used on your floor's surface. By signing this proposal you confirm that you have read and completed the attached questionnaire regarding the cleaning products used on your surfaces.	1	\$0.00	\$0.00



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Toll free: 800.821.8611
www.millerflooring.com

Items	Quantity	Price	Amount
**TERMS & CONDITIONS (cont'd) The schools are required to; remove all equipment, remove all tape (residue from tape), temporary lines from the floors prior to our arrival, access to the school's dumpsters for debris, use of restroom, 24/7 access if needed. The gyms must be cleared of all items including carts, equipment etc. on the surfaces. Do not resume sports activities until 48 hours after the last coat has been applied. Make sure no carts are rolled on the floors, bleachers are not opened and the floors are not covered for 10 days after the last coating has been applied.	1	\$0.00	\$0.00
**Payment Terms TERMS: payment due upon receipt of invoice. 1.5% per month late fees. No retainage held. Applicable charges added for credit card payments.	1	\$0.00	\$0.00
**ACCEPTANCE To accept this proposal and schedule the work, please provide a PO# or signed proposal. Also complete and return the attached cleaning questionnaire. MILLER SPORTS MUST RECEIVE BACK THE CLEANING QUESTIONNAIRE PRIOR TO CONFIRMING A DATE ON THE SCHEDULE. Acceptance of the proposal is inclusive of the terms and conditions, pricing, specifications, payment and conditions as stated above. Return the documents to debbie@millersports.com or fax to 610-626-3000.	1	\$0.00	\$0.00
Subtotal:			\$18,770.00
Total:			\$18,770.00
Estimate Total (USD):			\$18,770.00



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Toll free: 800.821.8611
www.millerflooring.com

Notes / Terms

Thank you.

Agreed & Approved:  Date: May 6, 2024



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Fax: 610.626.3000
Toll free: 800.821.8611
www.millerflooring.com

Notes / Terms

Thank you.

Agreed & Approved: _____ Date: May 6, 2024



Applications for Athletic Fields Before July 1st

J. Hubler Landscaping Inc.

Client Name: Derry Township School District
Project Name: Derry Township Athletic Fields 2023-2024 - Lawn and Turf Care
Jobsite Address: 30 East Granada Avenue, Suite 200
Hershey, Pennsylvania 17033
Billing Address: 30 East Granada Avenue, Suite 200 Hershey,
Pennsylvania 17033
Estimate ID: EST2146131
Date: Jun 12, 2023

Please check the 'Approved' box beside all services you wish included in your seasonal service package.

Approved?	Service Description	Per Visit Price
<input type="checkbox"/>	March: Spring Fertilizer DONE Apply high-quality fertilizer with UFLEXX and Bio-nutrients to give turf a good start during spring growing season.	\$2,218.33
<input type="checkbox"/>	April: Pre & Post Emergent Weed Control Apply 1st pre-emergent weed control as well as post emergent weed control both applied as a liquid for solid spring coverage.	\$1,744.15
<input type="checkbox"/>	Mid-May: Pre-emergent w/ Grub control Application of 2nd pre-emergent spray application along with high-quality grub control	\$1,605.07
<input type="checkbox"/>	June: Summer Fertilization Apply high-quality fertilizer with UFLEXX and Bio-nutrients to sustain turf over busy summer sports season. **Irrigation systems should be monitored/utilized during this period as typically higher temperatures take a toll on heavily used fields.	\$2,270.15

******Due to our many other clients within close proximity to the site we will be checking fields periodically for any sign of disease or problems and report them to the staff at DTSD as necessary to keep the fields in great shape.**

With decades worth of experience, we are aware that there are more applications that could be made to help your turf battle many of nature's elements, however we are committed to not applying applications just to apply, or charging our clients for unnecessary applications. What we offer is the core of turf grass maintenance. With that being said, if you ever see any changes with your turf, for example, loss of turf, browning, etc., please reach out and we will address the specific issue. Examples of issues not covered within our maintenance programs include: fungus/disease & army worm control.

The above applications have been designed using only the best products to provide the best results for an entire season. Our goal is not excessive growth which happens with many applications of cheap products, instead we aim for great overall turf and soil health while simultaneously not wasting material, which is also harmful to our environment. We want to be good stewards and not wasteful.

Contractor Initials: _____

Customer Initials: SN

202 Ridgeview Rd N
Elizabethtown, PA 17022

p. 7173676637
f. 7173887000

www.jhublerlandscaping.com
email: jon.hubler@me.com

From time to time, our technicians may notice problems or have suggestions based on the current conditions they may see on your property. They may take notes and/or pictures of any issues they see so we can bring them to your attention and discuss the best plan of action. We only want to do what your property actually needs and would never suggest anything unless it is in your best interest.

Please note that this contract will **auto-renew** for the following calendar year if not canceled prior to March 1st. Auto-renewal pricing may be adjusted slightly to reflect standard price increases.

We are completely focused on treating our customers extremely well and giving the highest quality turf care in our region. Our Co-stars number is 526210.

We very much appreciate the opportunity to provide this proposal. J. Hubler Landscaping has been in business in Elizabethtown since 1995 and is very focused on treating customers extremely well and providing high quality work. Please visit our website at www.jhubler.com

Estimate authorized by: _____
Company Representative

Signature Date: _____

Estimate approved by: Stacy L. Wenzler
Customer Representative

Signature Date: 4/11/24

*Prices shown do not include tax. Applicable taxes will be added to invoice(s).

Contractor Initials: _____ Customer Initials: SN

202 Ridgeview Rd N
Elizabethtown, PA 17022

p. 7173676637
f. 7173887000

www.jhublerlandscaping.com
email: jon.hubler@me.com

CONTRACT CHECKLIST

Read through your contract, then **COMPLETE, SIGN, and RETURN** the following:

► **CONTRACT CONFIRMATION Page**

• **Fill in the following:**

- Number of Performances (*first blank line on Contract Confirmation*)
- Royalty per Performance (*second blank line on Contract Confirmation*)
- Additional Rental costs (*if any*)
- Grand Total of Additional Materials (*from Additional Materials page, if ordering*)

• **Include Payment:**

Check or Money Order (no personal checks)
OR Credit Card information with signature
OR Purchase Order (only for schools and government agencies)
The \$400 security fee *must* be paid by Credit Card, Check or Money Order

► **ADDITIONAL MATERIALS Page**— if ordering (*optional*)

► **ADDITIONAL ORCHESTRATION Page**— if ordering (*optional*)

► **VIDEO LICENSE, if available, and \$75 fee** — if ordering (*optional*)

► **Any other Contract Riders that require signature**

ADDITIONAL NOTES

TO POSTPONE OR CANCEL A SHOW:

- Log into your MyMTI account at <https://account.mtishows.com>
- Click on *Change Booking*

To Postpone: Select your new dates and click *Submit*

You will receive an email confirmation including a summary of your requested changes

To Cancel: Select *I'd Like to Cancel My Booking* and click *Submit*

Once your request is processed, you will receive an email confirmation and you'll be able to access your invoice through your MyMTI account by clicking *Booking Details*, and then select *My Invoice*

MULTIPLE ORCHESTRATIONS: For shows with multiple Orchestrations, you may order additional parts only for the Orchestration you selected on the Contract Confirmation page.

FINAL SALES TAX AND SHIPPING FEES: Final Sales Tax and Shipping Fees can only be determined after Contract and security deposit have been processed.

HOW TO RETURN YOUR CONTRACT:

- By Email: Scan and email your signed Contract, with payment information, to your licensing representative
- By Mail: Sign and mail your Contract, with payment information, to:

Music Theatre International
423 West 55th Street
New York, NY 10019

Please read through the entire Contract to ensure proper compliance with the terms of your agreement with MTI.

***The Licensing FAQ/Guidelines and Contract Checklist are provided for information only
and are not part of the MTI Production Contract***

MTI PRODUCTION CONTRACT

Your MTI Rep: KAITLIN STERN
Your MTI Account Number: 3442070
Contract #: 9883435 Printed on: 03/12/24

Licensee:

HERSHEY HIGH SCHOOL
ATTN.: MICHELLE O'BRIEN
MICHELLE O'BRIEN
P.O. BOX 898
HERSHEY, PA 17033

TELE#: 7175312244 FAX:
E-MAIL: mobrien@hershey.k12.pa.us

- REPRINT -

Contract Issue Date: 03/12/24
Contract Expiration Date: 04/23/24
Valid For Performances From: 02/27/25 - 03/02/25
MTI Access Code: MEA2902123

THIS IS A LICENSE FOR AN AMATEUR PRODUCTION OF:
MEAN GIRLS HIGH SCHOOL VERSION

SPECIAL CONDITIONS

ALL PERFORMERS MUST BE 18 AND UNDER.

ROYALTY

ROYALTY A) \$1165.00 For Each Regular, Benefit or Other Performance
Provisions: Regular Performance
Seating Limited to 600 per Performance
Tickets @ 15.00 10.00 20.00 0.00 0.00

SECURITY FEE

\$400.00 to be refunded following the safe, timely return of the rented material to us, less handling/shipping/missing materials/brokerage fees, late charges and/or any outstanding account obligations.

RENTAL FEE

\$695.00 for a standard set of materials or any part thereof
Provisions:

See attached ADDITIONAL MATERIALS page for a complete list of all materials included in the Standard Rental Set.

The Standard Rental Set (see attached) is the ONLY acting edition authorized by the Authors and MUST be rented from us as a condition of this offering.

If the rental materials are needed in advance of the standard two-month rental period, they may be rented for \$400.00 extra each month or part thereof, pending availability.

CONTRACT CONFIRMATION

COMPLETE AND RETURN TO MTI

Your MTI Rep: KAITLIN STERN
Your MTI Account Number: 3442070
Contract #: 9883435 Printed on: 03/12/24

CONFIRMATION OF PERFORMANCE INFORMATION

Name of Organization: HERSHEY HIGH SCHOOL
Name of Show: MEAN GIRLS HIGH SCHOOL VERSION
Name and address of performance space/venue: HERSHEY HIGH SCHOOL
HOMESTEAD RD PO BOX 898, HERSHEY, PA 17033

Date(s) of performance(s): 02/27/2025 - 03/02/2025

Offer Expires: 04/23/2024

Please list number of performances
for each calendar month: 1/Day

SHIP WITH: ☒ Standard Orchestration ☐ Alternate Orchestration ☐ Partial ☐ No Orchestration
(check one) (if "Partial," you MUST mark the required parts on the ORCHESTRATION DETAILS sheet, and return a copy with your signed contract.)

ROYALTY: Royalty A for 4 performance(s) @ \$ 1,165.00 per performance, a total of \$ 4,660.00

RENTAL: \$695.00 for a standard set of materials or any part thereof \$ 695.00

ADDITIONAL RENTAL (Outside of the standard two (2) month period): \$100 per week X weeks \$ 800.00

SECURITY FEE: Your security fee MUST be paid in full by check, credit card or money order (No Purchase Orders accepted) in order to process your license. Failure to do so may result in a delay in the processing of your license. \$ 400.00

ADDITIONAL MATERIALS GRAND TOTAL (from ADDITIONAL MATERIALS page): \$ 1,341.50

SALES TAX (where applicable): \$ N/A

TOTAL: \$ 7896.50

TOTAL AMOUNT ENCLOSED: \$

BALANCE REMAINING: \$

SHIPPING

You will be billed for all shipping charges.

Canadian and overseas shipments are by most efficient carrier, unless otherwise instructed.

Special Shipping Instructions: (check one) ☐ OVERNIGHT ☐ 3-DAY ☒ GROUND (up to 7 days)
If no shipping method is selected, shipment will be by FedEx Ground Service

Shipping Address: 30C E. Granada Avenue

(NO P.O. BOXES)

City: Hershey State: PA Zip/Postal Code: 17033

PAYMENT

ALL PAYMENTS MUST BE MADE IN U.S. FUNDS

☐ CHECK or MONEY ORDER (No personal checks accepted. Make payable to MUSIC THEATRE INTERNATIONAL)

☐ CREDIT CARD: ☐ VISA ☐ MASTERCARD ☐ AMERICAN EXPRESS

Card Number: Exp. Date:

Name on Card: Billing Postal Code:

Signature: Amount:

*PLEASE NOTE: ANY REFUNDS ISSUED ON CREDIT CARD PAYMENTS WILL BE PAID TO THE ORGANIZATION BY CHECK

☐ PURCHASE ORDER: For schools and government agencies ONLY, a signed, authorized purchase order is acceptable for ROYALTY and RENTAL payment. YOU MUST STILL return your check, money order or credit card information for the SECURITY FEE along with your signed, authorized P.O. with this license to cause materials to be shipped.

ACCEPTANCE

By signing below, you agree that (i) you have read and understand the terms and conditions of this Production Contract, the accompanying Performance License and all attached riders, which are incorporated by reference into the Performance License and (ii) Licensee shall abide by the terms and conditions contained therein.

PRINT YOUR NAME Stacy Winslow TITLE Superintendent

AUTHORIZED SIGNATURE DATE 4.2.24

EMAIL swinslow@hershey.k12.pa.us DAY PHONE 717-534-2501

CONFRM_0_13r

YOU MUST COMPLETE AND RETURN THIS PAGE WITH PAYMENT

STANDARD RENTAL SET

Your MTI Rep: KAITLIN STERN

Your MTI Account Number: 3442070

Contract #: 9883435 Printed on: 03/12/24

The rental fee includes the materials below and, when applicable, a full OR partial set of the standard OR alternate orchestration. The rental fee will not change if no orchestrations are ordered.

YOUR STANDARD RENTAL SET WILL INCLUDE:

- 1 APPROVED CHANGES
- 1 APPROVED CHANGES
- 1 ENHANCEMENT TRACK DIGITAL
- 1 KEYBOARD 3-CONDUCTOR ACT 1
- 1 KEYBOARD 3-CONDUCTOR ACT 2
- 25 LIBRETTO/VOCAL BOOK
- 2 PIANO VOCAL SCORE
- 1 SONG PACKET

ORCHESTRATION

STANDARD ORCHESTRATION

Your MTI Rep: KAITLIN STERN
 Your MTI Account Number: 3442070
 Contract #: 9883435 Printed on: 03/12/24

Below is a detailed list of all orchestra parts available for this title, along with doublings and other instrumentation notes. If you wish to order additional parts, mark the number of additional parts for each instrument, and return this page with your Contract Confirmation page and include the total number of additional parts on the Additional Materials form.

STANDARD ORCHESTRATION

BOOKS INCLUDED	ADDITIONAL REQUESTED	INSTRUMENT	DOUBLINGS
1	_____	BASS	ACOUSTIC BASS, 5-STRG FRETLESS BASS
1	_____	DRUMS	5-STRING ELEC. BASS CHINA CYMBAL, DRUM SET, MARK TREE, PADS, PICCOLO SNARE SHAKER (2 SIZES), TAMBOURINE, TRIANGLE
1	_____	GUITAR 1	ACOUSTIC GUITAR, BANJO, ELECTRIC - DROP D
1	_____	GUITAR 2	ELECTRIC GUITAR, UKELELE, 12-STRING ELECTRIC ACOUSTIC GUITAR, ELECTRIC GUITAR, ELECTRIC-STRAT MANDOLIN, NYLON STRING GUITAR, 12-STRING ELECTRIC
1	_____	KEYBOARD 1	
1	_____	KEYBOARD 2	
1	<u>2</u>	PERCUSSION	BELL TREE, BONGOS, CLAVES, CONGAS, CRASH CYMBAL CROTALES, DJEMBE, DUMBK, EASTERN FINGER CYMB. EGG SHAKER, GLOCKENSPIEL, GRAN CASSA, HI JAM BLOCK LP MINI-TIMBALES, MINI WUHAN CHINA, MOUNTED TAMBOURINE ONE-SHOT SHAKER, ORCHESTRAL TRIANGLE, RIBBON CRASHER SHAKER, SMALL COWBELL, SUSPENDED CYMBAL, TAM-TAM TAMBOURINE, TIMPANI, TRIANGLE, WOOD BLOCK
1	<u>2</u>	REED 1	ALTO SAXOPHONE, CLARINET, FLUTE, PICCOLO SOPRANO SAXOPHONE
1	<u>2</u>	REED 2	BARITONE SAXOPHONE, BASS CLARINET, CLARINET, FLUTE TENOR SAXOPHONE
1	_____	TROMBONE	BASS TROMBONE, TROMBONE
1	<u>1</u>	TRUMPET	FLUGELHORN, TRUMPET

ADDITIONAL MATERIALS

Your MTI Rep: KAITLIN STERN
Your MTI Account Number: 3442070
Contract #: 9883435 Printed on: 03/12/24

ADDITIONAL STANDARD SET MATERIALS ORDER FORM

You can order additional materials and theatrical resources at the following rates.
To order, simply indicate the quantity of each item you would like and
add this Total to the Grand Total on the following page to the Confirmation Page of this Product on Contract.

ITEM	QUANTITY		COST EACH	TOTAL
ADDITIONAL MATERIALS				
APPROVED CHANGES ***				
KEYBOARD 3-CONDUCTOR ACT 1 (Replacement Fee \$60.00)	<u>1</u>	x	\$ 15.00	= \$ 15.00
KEYBOARD 3-CONDUCTOR ACT 2 (Replacement Fee \$60.00)	<u>1</u>	x	\$ 15.00	= \$ 15.00
LIBRETTO/VOCAL BOOK (Replacement Fee \$25.00)	<u>10</u>	x	\$ 6.25	= \$ 62.50
PIANO VOCAL SCORE (Replacement Fee \$80.00)	<u>1</u>	x	\$ 20.00	= \$.
SONG PACKET	<u>1</u>			
ADDITIONAL ORCHESTRA PARTS (Replacement Fee \$60.00)	<u>7</u>	x	\$ 15.00	= \$ 105.00
(Attach ORCHESTRATION sheet with additional parts required marked - list total quantity of parts above)				

STANDARD SET MATERIALS TOTAL (add this total to Grand Total on next page)
You MUST return this form along with your contract to receive materials.

\$ 197.50

***See Vendor Pricing following the next page for pricing information

ADDITIONAL MATERIALS

Your MTI Rep: KAITLIN STERN
Your MTI Account Number: 3442070
Contract #: 9883435 Printed on: 03/12/24

THEATRICAL RESOURCE MATERIALS ORDER FORM

You can order additional materials and theatrical resources at the following rates.
To order: Indicate the quantity of each item you would like and add the Grand Total of your entire
Additional Materials order to the Confirmation Page of this Production Contract

ITEM	QUANTITY		COST EACH	TOTAL
THEATRICAL RESOURCES				
CHOREOGRAPHY VIDEO GUIDES	1	x	\$ 395.00	= \$ 395.00
CUSTOMIZABLE SHOW POSTERS AND ARTWORK		x	\$ 175.00	= \$
FULL SCORE ACT 1 (Replacement Fee \$200.00)	1	x	\$ 50.00	= \$ 50.00
FULL SCORE ACT 2 (Replacement Fee \$200.00)	1	x	\$ 50.00	= \$ 50.00
HOW DOES THE SHOW GO ON?		x	\$ 21.00	= \$
LOGO PACK DIGITAL		x	\$ 75.00	= \$
PERFORMANCE ACCOMPANIMENT RECORDING (PERFORMANCE & REHEARSAL)		x	\$ 750.00	= \$
PRODUCTIONPRO-DIGITAL SCRIPT/SCORE	1	x	\$ 199.00	= \$ 199.00
REFERENCE RECORDING		x	\$ 20.00	= \$
PERFORMANCE ACCOMPANIMENT RECORDING (REHEARSAL ONLY)		x	\$ 350.00	= \$
REHEARSCORE APP	1	x	\$ 350.00	= \$ 350.00
SCENIC PROJECTIONS		x	\$ 850.00	= \$
SCENIC PROJECTIONS PRO		x	\$ 1,795.00	= \$
SOCIAL MEDIA MARKETING KIT		x	\$ 250.00	= \$
STAGE MANAGER SCRIPT (Replacement Fee \$100.00)	1	x	\$ 25.00	= \$ 25.00
STAGE WRITE APPLICATION		x	\$ 150.00	= \$
STREAMING LICENSE		x	\$ 75.00	= \$
VIDEO LICENSE	1	x	\$ 75.00	= \$ 75.00
LOGO TEES SIX-PACK ADULT LARGE		x	\$ 80.00	= \$
LOGO TEES SIX-PACK ADULT MEDIUM		x	\$ 80.00	= \$
LOGO TEES SIX-PACK ADULT SMALL		x	\$ 80.00	= \$
LOGO TEES SIX-PACK ADULT X-LARGE		x	\$ 80.00	= \$
LOGO TEES SIX-PACK ADULT XX-LARGE		x	\$ 80.00	= \$
LOGO TEES SIX-PACK CHILD LARGE		x	\$ 80.00	= \$
LOGO TEES SIX-PACK CHILD MEDIUM		x	\$ 80.00	= \$
LOGO TEES SIX-PACK CHILD SMALL		x	\$ 80.00	= \$

KEYBOARDTEK ***
ORCHEXTRA ***
TRANSPPOSITIONS-ON-DEMAND ***

Standard Set Additional Materials Total (from previous page) \$ 197.50

Theatrical Resource Additional Materials Total \$ 1144.00

ADDITIONAL MATERIALS GRAND TOTAL (add this total to Contract Confirmation Page) \$ 1,341.50

You MUST return this form along with your contract to receive materials.

***See next page for pricing information

- For shows offering Customized Poster, the purchase of a Customized Poster requires purchase of Logo Pack. If you order a Customized Poster without ordering a Logo Pack, a Logo Pack (at \$75) will automatically be added to your order.

ADMATH_1

RETURN THIS PAGE IF ORDERING ADDITIONAL MATERIALS

ADDITIONAL MATERIALS

Your MTI Rep: KAITLIN STERN
Your MTI Account Number: 3442070
Contract #: 9883435 Printed on: 03/12/24

A NOTE ABOUT ADDITIONAL MATERIALS

The following guide will help you determine the price of available Additional Materials for your show.

Note: Not all Additional Materials are available for every show title.

To check for availability of any Additional Materials in the show you are licensing, please see the show-specific list of Additional Materials on the previous page.

Transpositions-on-Demand (*per song title*) \$150
(complete set of orchestra parts, and piano/conductor or piano/vocal score)

KeyboardTEK (Keyboard patches & programming)
for pricing and to place an order, visit www.KeyboardTEK.com

OrchExtra® for pricing, visit www.rms.biz

Performance Accompaniment Recordings

As requested, if you want to order Performance Accompaniment Recordings, the pricing has already been calculated for you on the previous Additional Materials page. For your convenience, a breakdown of how the cost is calculated is below:

Rehearsal only \$350

Rehearsal and Performance

Accredited schools: up to 10 performances \$750
11 or more performances (*cost per performance over 10*) \$100

All other eligible organizations:

0 – 499 seats up to 10 performances \$750
11 or more performances (*cost per performance over 10*) \$100

500+ seats up to 10 performances \$999
11 or more performances (*cost per performance over 10*) \$100

— THIS PAGE IS FOR PRICING REFERENCE ONLY —

To order available Additional Materials,
enter the price on the previous ADDITIONAL MATERIALS page

BILLING CREDITS

Your MTI Rep: KAITLIN STERN
Your MTI Account Number: 3442070
Contract #: 9883435 Printed on: 03/12/24

SHOW BILLING CREDITS

For proper usage, refer to **Section I, Paragraphs 4 (A & B)** of the Performance License.

***** SEE BILLING RIDER *****

MTI BILLING

In accordance with the **Performance License**, all advertising materials (posters, programs, websites, etc.) **MUST** include the following credit:

MEAN GIRLS HIGH SCHOOL VERSION

**Is presented through special arrangement with Music Theatre International (MTI).
All authorized performance materials are also supplied by MTI.
www.mtishows.com**

In addition, all press releases and press kits MUST indicate the production is licensed by Music Theatre International.

VIDEO RECORDING WARNING

This license does **NOT** grant the right** to make, use and/or distribute an audio or audiovisual recording (rehearsal, performance or otherwise) of the Play or any portion of it by any means whatsoever, including, but not limited to, through physical media (e.g., film, CD, DVD, tape) or any method of digital recording or distribution. You agree to inform all parents, students and attendees of the above prohibitions against recording the show by means of both a program note and a pre-show announcement.

In compliance with the above condition, you **MUST** include the following warning in your program:

**Any video and/or audio recording of this
production is strictly prohibited.**

**except with respect to certain titles, where a limited video license is available for \$75.00 and you have purchased that license.

SHOW BILLING CREDITS

CREDITS: You agree to bill the Play and the Authors in all programs (on the title page), houseboards, displays and in all advertising and all paid publicity, in the following manner:

	Type Size
MEAN GIRLS	100%
HIGH SCHOOL VERSION	50%
Book by TINA FEY	
Music by JEFF RICHMOND	
Lyrics by NELL BENJAMIN	50%
Based on the Paramount Pictures film <i>Mean Girls</i>	33.33%

ADDITIONAL TITLE PAGE BILLING: The following billing must appear on the title page of all programs and in all advertising and publicity wherever and whenever the full production credits appear, in a type size not less than 25% of the non-logo title of the Play:

Original Broadway Production Produced by
Lorne Michaels Stuart Thompson Sonia Friedman

Paramount Pictures Marisa Sechrest Ars Nova Entertainment Berlind Productions
Steve Burke Scott M. Delman Roy Furman Robert Greenblatt Ruth Hendel Jam Theatricals
The John Gore Organization The Lowy Salpeter Company James L. Nederlander
Christine Schwarzman Universal Theatrical Group
Executive Producer David Turner

SHORTENED BILLING: In advertisements of 1/4 page size or less, where only the title of the Play, performance dates and venue are provided, the following "shortened billing" is permissible:

MEAN GIRLS
HIGH SCHOOL VERSION

CONTRACT RIDER

Your MTI Rep: KAITLIN STERN
Your MTI Account Number: 3442070
Contract #: 9883435 Printed on: 03/12/24

ADDITIONAL LICENSING REQUIREMENTS FOR *MEAN GIRLS HIGH SCHOOL VERSION*

Mean Girls High School Version is available only for production by (1) accredited high schools, middle schools and elementary schools (with high school, middle school and elementary school performers); or (2) organizations that cast only performers 18 years of age and younger (unless special permission is granted in writing by MTI). This version of *Mean Girls* is not permitted to be performed by adults or college students. If your organization would like to cast anyone over the age of 18 in your production, the organization must submit its request in writing to MTI for consideration and may not cast such person(s) unless specifically approved in writing by MTI. Such request must be sent to your MTI account representative sufficiently in advance of the first production date to permit MTI to evaluate and respond to the request.

If MTI becomes aware that your organization has violated the age restriction set forth in this Rider, MTI reserves the right to take all appropriate action to address the breach of contract, which could include terminating the license and prohibiting your organization from licensing age-restricted musicals in the future.

By signing the Production Contract, which incorporates by reference the terms of this Rider, the Authorized Signatory acknowledges that the Authorized Signatory:

- a. has read and understands the terms above regarding age restrictions; and
- b. represents and warrants that the director and creative team have been or will be instructed that they cannot cast any actor above 18 years of age in this production.

PERFORMANCE LICENSE

Your MTI Rep: KAITLIN STERN
Your MTI Account Number: 3442070
Contract #: 9883435 Printed on: 03/12/24

This Performance License (the "License"), and any Contract Riders attached to the MTI Production Contract ("Production Contract"), are incorporated by reference into the Production Contract and contain important restrictions and requirements regarding Licensee's production. Throughout this License, Music Theatre International is referred to as "MTI", "we" or "us"; the organization to which the Production Contract is issued is referred to as "Licensee" or "you"; and the individual signing on behalf of the Licensee is referred to as the "Authorized Signatory."

Please read this Performance License carefully and keep this copy for your records.

Your signature on the acceptance line of the Production Contract accompanying this License will acknowledge that:

- a) you have read and understand the terms, conditions and provisions set forth below;
- b) you are authorized to sign the Production Contract on behalf of Licensee;
- c) you agree to the terms, conditions and provisions contained herein on behalf of Licensee; and
- d) you will inform the producer(s), director(s) and creative team of Licensee's production of the terms, conditions and provisions contained in this Production Contract.

I. COPYRIGHT PROVISIONS, PRODUCTION RULES AND BILLING

Any violation of these copyright provisions shall automatically and immediately terminate the Production Contract.

1. **Rights Granted and Restrictions on Use of Replica Elements:** This Production Contract allows the public performance of the Play as represented in the rental materials provided by MTI under the following terms and conditions. The rights granted by MTI do not include the right to utilize any of the choreography, staging, direction, designs (including set, costume, video or projections), logos, or other intellectual property from any prior productions of the Play or from any film version of the Play. The rights to all of those elements, in whole or in part, are owned by third parties and are not granted as part of this Performance License. Licensee may use production elements such as choreography, direction, designs and/or logos when (i) any such elements are specifically provided as part of the standard rental materials, and thereby authorized for use by MTI, or (ii) where available, the Licensee purchases an MTI Production Resource thereby granting a license to use said element.
2. **Changing the Play; Casting:** Under federal law and under the terms of this Production Contract, you may not make any changes to the Play or any additional materials purchased or rented from MTI (the "MTI Rental Materials"), including but not limited to the following:
 - a. You may not add music, dialogue, lyrics, non-verbal scenes or anything to the Play as embodied in the MTI Rental Materials, including any songs or dialogue from any film version of the Play or from any other production of the Play.
 - b. You may not delete, in whole or in part, any material in the Play as embodied in the MTI Rental Materials.
 - c. You may not make changes of any kind, including but not limited to changes of music, lyrics, dialogue, sequence of songs and/or scenes, time period, setting, characters or characterizations or gender of characters in the Play.
 - d. You agree that any proposed change, addition, omission, interpolation, or alteration in the book, music, or lyrics of the Play shall first be submitted in writing to MTI. MTI may, in its sole discretion, seek approval for such change from the authors or other rightsholders of the Play (the "Rightsholders"). If permission for any such change is granted, such changes shall become the property of the Rightsholders without any obligation to you or any third party making such changes, and MTI may require you to enter into a work for hire agreement or copyright assignment with such third party. If MTI does not respond to a request for any changes in writing, the change shall be deemed disapproved. No such change shall be implemented in your production unless and until MTI has notified you in writing that the change is approved.
 - e. The use of makeup to alter a performer's race or ethnicity (e.g., blackface, etc.) is strictly prohibited under this Performance License. Certain titles may have additional casting requirements set forth in a separate contract rider.
 - f. You may not make any physical or digital copies of the materials provided or physically alter, amend, or change them, or digitally distribute them, without MTI's prior written permission. If such permission is granted, you agree to collect and destroy all such copies upon the completion of your production.
 - g. MTI and the Rightsholders shall not be obligated at any time to offer royalty participation or make any payment to any person whom you may hire to direct, choreograph, stage, design, furnish musical services or otherwise actualize your production unless that person has entered into a written agreement directly with the Rightsholders or MTI.
 - h. **The Authorized Signatory agrees to review these copyright provisions with the director and entire creative team of your production.**

PERFORMANCE LICENSE

(CONTINUED)

Your MTI Rep: KAITLIN STERN
Your MTI Account Number: 3442070
Contract #: 9883435 Printed on: 03/12/24

3. **Advertising/Recording/Broadcast (Audio, Video, Digital, etc.):** Except for the customary right to advertise and publicize the Play by means of print, radio, television, online and social media, including TV commercials and B-Roll (in which no radio, television or digital commercial produced by Producer shall contain excerpts from the Play in excess of 30 seconds (90 seconds in the aggregate)), this Production Contract grants no rights to record, stream or distribute the Play or any portion of it by any means whatsoever (subject to the last sentence of this Paragraph). Specifically, except as set forth in the previous sentence, this Production Contract does not grant you any right to (i) make an audio or audiovisual recording (rehearsal, performance or otherwise) of the Play or any portion of it by any means whatsoever, including, but not limited to, tape, film, CD, DVD or digital versions; or (ii) to televise, broadcast, stream, make available for download or otherwise post online or in social media or through any mobile device the Play or any portion of it. You agree to inform all audience members of the above prohibitions against recording the show by means of both a program note and a pre-show announcement. If you have purchased a Streaming or Video License (where available) for your production of the Play, you may permit limited recording in accordance with the terms of the Streaming or Video License.
4. **Billing Credits and Use of Logos in Advertising and Promotion:**
- a. **Billing:** You must bill the Play, the authors and other creative personnel in all programs, houseboards, displays, websites, advertising and publicity (print or digital) exactly as set out in the Billing Credits section of this Production Contract. Your program must also include any other required language that appears in the Billing Credits (e.g., MTI credit, video recording warning language).
 - b. **Bios:** If your program or website includes bios of any member of your creative team, you must include both (i) author bios and (ii) Music Theatre International's bio in your program. Bios may be found on our website at www.mtishows.com/bios or may be obtained by request from MTI.
 - c. **Logos:** You may not use the copyrighted logo of the Play or any logo associated with any other production or film version of the Play, unless you purchase an MTI Logo Pack featuring that logo (where available) and you pay MTI the appropriate fee, if required.
 - d. **Use of Play Title in Domain Names and Social Media:** You may not use any domain name or social media or account/handle incorporating the name of the Play without the prior written permission of MTI. If permission is granted, you must agree to assign the domain name to the Rightsholders or their duly authorized representatives.
 - e. **Program Copies:** One (1) print copy of the program for your production should be sent to MTI's Business Office (in lieu of a print version, digital copies can be emailed to licensing@mtishows.com) not later than three (3) days following the opening performance.
5. **Merchandise:** You may not create merchandise based on the Play or using the Play's title, logo, characters, lyrics or text, whether for sale or distribution, without written permission from MTI acting on behalf of the Rightsholders or their duly authorized representatives. You may sell merchandise purchased from MTI (e.g., T-shirts), where available.

II. PERFORMANCE LICENSE AND PAYMENT PROVISIONS

1. **License Effective Date; Payments:** MTI must receive, prior to the Offer Expiration Date on the first page of the Production Contract, (i) a signed copy of the Production Contract and (ii) your security fee and any other payments that are due on execution, in U.S. funds, or your application for a license to produce the Play on the performance dates listed in the Production Contract will expire. Furthermore, MTI reserves the right to revoke the license offer at any time in its sole discretion before it has received the signed Production Contract and required payments. You will receive a confirmation from MTI when all such necessary submissions have been received and accepted (please allow approximately ten (10) business days) and at such time your Production Contract will take effect and your production will be considered licensed ("Fully Licensed"). Until such time, you agree not to advertise, announce, audition, present or sell tickets for any performances of the Play. Your license to produce the Play is conditioned on MTI receiving payment in full of all royalties, rental fees and other materials costs under this Production Contract (including payment for any ancillary productions or services purchased subsequent to the date the Production Contract was issued). (Accredited schools and government agencies only may provide a purchase order in lieu of upfront payment pursuant to Paragraph II. below). Payment in full is required before MTI will ship materials to you. In any case, if payment in full has not been received by MTI prior to the first scheduled performance date, the rights granted to you in this Production Contract will terminate and your production will be deemed to be unlicensed. You agree to pay all royalties, rental and any other amounts due to MTI upon execution or within the time period specifically set forth in the Production Contract and any rider. If no time period is listed for any other charges, you agree to pay such amounts owing to MTI within forty-five (45) days from the end of your production or within thirty (30) days of receipt of an invoice from MTI, as applicable.

PERFORMANCE LICENSE

(CONTINUED)

Your MTI Rep: KAITLIN STERN

Your MTI Account Number: 3442070

Contract #: 9883435 Printed on: 03/12/24

- 2. Changes:** If you wish to change any of the conditions set forth in this Production Contract in any way (including change of dates, reducing or increasing the number of performance(s), ticket price adjustments or change of venue), you must submit such requested changes to MTI's Business Office in writing immediately, and MTI must approve all changes before they may take effect. Changes in dates may be disallowed because of licensing restrictions on the Play (e.g., due to tours). Changes in the number of performances, tickets prices and venue or seating capacity may alter the fees quoted in the Production Contract. If MTI does not receive notice of changes prior to your first scheduled performance date under your Production Contract, MTI reserves the right to retain all amounts received or due to MTI under the original Production Contract. In addition, if any such changes would increase the amount owing to MTI (e.g., increased ticket prices; adding performances or increasing seating capacity), MTI will charge your account for such additional amounts. MTI in its discretion may charge a change fee of \$25 each time changes (other than addition of performances or increased ticket prices) are made following the issuance of this Production Contract. If you wish to cancel your entire production, you must do so in accordance with Paragraph II.4 below.
- 3. Additional Performances:** If you request the right to add performances or sell additional seats per performance pursuant to Paragraph 2 above, you agree to make additional royalty and rental payments for all such additional performances. You agree not to announce, advertise, present or sell tickets for such additional performances or additional capacity without prior written permission from MTI and payment of the additional royalty and fees due.
- 4. Cancellation of Production:** If you wish to cancel your entire production, you must notify MTI's Business Office in writing immediately, but in any case prior to the date of the first scheduled performance set forth in the Production Contract. You understand that, even if you do not present the Play, you may be obligated for the fees set forth in this License and the Production Contract. MTI reserves the right to charge a cancellation fee of fifty dollars (\$50.00) and is entitled to retain all other amounts paid or owing to MTI under this Production Contract. Cancellation of individual performances is covered in Paragraph II. 2 above. Refunds, if any, for a cancelled production will be issued in accordance with Paragraph II. 14 below. If MTI does not receive notice of cancellation of your production prior to the first scheduled performance date under your Performance License, MTI reserves the right to retain all amounts received or due to MTI under the original Production Contract as well as any other payments received for ancillary products and services after the Production Contract was issued.
- 5. Complimentary Tickets:** You agree as a condition of this Production Contract to reserve two (2) complimentary tickets for each performance (if requested) for the use of MTI and the Rightsholders and MTI agrees not to sell such tickets.
- 6. Purchase Orders:** For accredited schools and government agencies only, a signed, authorized Purchase Order is acceptable in lieu of upfront payment. You must still provide a check, credit card or money order for the SECURITY FEE as well as your signed, authorized Purchase Order when you return the signed Production Contract to cause materials to be shipped. Following the end of the production, you agree to promptly pay royalty and rental payments as well as any other amounts owing for ancillary products and services purchased after the original Production Contract was issued.
- 7. Accounting:** You agree to keep and maintain full and regular books and records in which you shall record all items in connection with the production and presentation of the Play, including dates of performance, ticket prices and number of tickets sold. Such books and records shall be open at all reasonable business hours for inspection by MTI or its representatives at your office, and MTI shall have the right to make copies of and take extracts from such books and records. You shall submit to MTI's Business Office, within five (5) days following demand by MTI, a sworn statement setting forth the total number of performances actually presented and the precise date and place of each such performance. MTI's rights under this Paragraph shall continue for five (5) years following (i) the date of the last performance licensed under the Production Contract or (ii) the date on which MTI received final payment due hereunder, whichever is later.
- 8. Default:** This License is conditioned upon your fulfillment of all obligations set forth in the License and in the accompanying Production Contract, including the prompt payment of all rental, royalty, security and other fees owing to MTI in U.S. funds when due. If any such payments are not made in full to MTI when due, the rights granted to you under this License will be deemed void ab initio (i.e., this License will be deemed invalid from the outset) and the production that is the subject of this License (and all performances thereof) will be deemed to constitute infringement and breach of contract under applicable law. Nevertheless, you will remain liable for the payment of all fees that might be due to us under this License and will be subject as well to statutory damages for copyright infringement. If you default in the performance of any of the terms of this License, then, in addition to any and all other remedies which we might have at law, we shall have the right to a preliminary injunction to enjoin further performance of the Play. You agree to reimburse us for any expenses incurred by us in enforcing our rights under this Paragraph 8, including, but not limited to, attorneys' fees, telephone, fax, and postage charges and collection expenses. If you pay by check and it is returned insufficient funds or if you stop payment, MTI will charge a returned check fee (currently \$45).

PERFORMANCE LICENSE

(CONTINUED)

Your MTI Rep: KAITLIN STERN

Your MTI Account Number: 3442070

Contract #: 9883435 Printed on: 03/12/24

9. **Warranty:** MTI warrants that, on behalf of the Rightsholders of the Play, it is authorized to grant this License to you. MTI makes no other warranties.
10. **Reserved Rights:** All rights in and to the Play other than those specifically licensed to you under the terms of this Production Contract are reserved to MTI, with the unrestricted right of MTI to use, exploit or dispose of any of them at any time, whether or not the exercise of such rights may be in competition with the rights granted to you in this License.
11. **Transfer of Rights:** Under no conditions can this License be assigned or transferred without written consent from MTI.
12. **Governing Law:** This License shall be governed by the Laws of the State of New York, and any dispute arising out of or under this License agreement shall be litigated only in the courts of the City or State of New York in the City of New York or the United States District Court in the Southern District of New York, and in no other forum.
13. **Indemnification of Licensor:** You agree to indemnify MTI and its affiliates and the Rightsholders of the Play from any claim arising out of your violation of any of the provisions of this Production Contract.
14. **Refunds:** Refunds will be issued in the following circumstances.
- a. Following the conclusion of your production, if any refund is due to you (e.g., unused portion of security fee), you may elect to keep such amounts on your account to be used for future productions. If you do not elect to keep your refund amount on account, MTI will automatically process the refund within 6 to 8 weeks from the conclusion of your production. Your refund amount may be affected by charges such as shipping fees, missing materials charges, bank charges and other charges and fees specifically mentioned in this Production Contract.
 - b. If you have cancelled your entire production in a timely manner in accordance with Paragraph II.4 above and are entitled to a refund, you may elect to keep the refund on your account to be used for future productions. If you do not elect to keep your refund on account, MTI will process your refund within 6 to 8 weeks from the date MTI receives written notice of the cancellation. Your refund amount may be affected by charges such as shipping fees, missing materials charges, bank charges and other charges and fees specifically mentioned in this Production Contract.

You acknowledge that during a Force Majeure Event (as defined in Paragraph II.15 below), any refunds due to you may be delayed due to the volume of cancellations and refunds to be processed.

15. **Force Majeure:** Neither MTI nor the Licensee will be deemed in default of this License as a result of its delay or failure to perform its obligations (other than the Licensee's payment obligations) when such delay or failure arises out of causes beyond the reasonable control of MTI or the Licensee. Such causes may include, but are not restricted to, acts of God or the public enemy, war, insurrections, riots, civil disturbances, acts of terrorism, government restriction, fires, floods, strikes, unusually severe weather, epidemics, pandemics or other large-scale health events; but, in every case, delay or failure to perform must be beyond the reasonable control of and without the fault or negligence of the party (a "Force Majeure Event").

In the case of a Force Majeure Event that results in the cancellation or postponement of Licensee's production, Licensee must, as soon as reasonably practicable after the onset of a Force Majeure Event, (a) provide written notice to MTI of the nature and extent of such Force Majeure Event and (b) inform MTI whether it has cancelled or changed the production dates or intends to do so. Cancellation of Licensee's production shall be in accordance with Paragraph II.4. Proposed changes (such as postponement) to Licensee's production shall be in accordance with Paragraph II.2. If Licensee is unable to notify MTI in writing prior to the cancellation or proposed change, Licensee shall do so as soon as reasonably practicable but in any event within five (5) business days of the originally scheduled first performance date (or if the Force Majeure Event begins after performances have begun, within five (5) business days of the onset of the Force Majeure Event). If MTI does not receive written notice that Licensee has cancelled its production due to the Force Majeure Event within such time period, MTI will assume such production has taken place in accordance with the terms of the Production Contract and will have the right to retain all amounts previously paid or owing to MTI for such production (and no refunds will be issued).

Except in the case of cancellations and changes for which Licensee has notified MTI as provided above, nothing in this Paragraph shall affect or reduce Licensee's payment obligations under this Production Contract. Licensee shall remain liable for any cancellation fees, missing materials charges, shipping fees and other charges set forth in the Production Contract, including royalties for performances of the Play that were presented prior to the Force Majeure Event. Licensee also will remain liable for amounts owing for ancillary products and services purchased after the original Production Contract was issued, all of which MTI may deduct from the security fee or other funds on account at MTI.

PERFORMANCE LICENSE

(CONTINUED)

Your MTI Rep: KAITLIN STERN
Your MTI Account Number: 3442070
Contract #: 9883435 Printed on: 03/12/24

In the case of a Force Majeure Event affecting MTI, MTI shall, as soon as reasonably practicable after the occurrence of the Force Majeure Event, (a) provide written notice (such notice may be given by emails, social media or website postings to customers generally); and (b) use commercially reasonable efforts to resume performance (e.g., shipping materials) as reasonably practicable.

16. **Compliance with Laws.** Licensee represents and agrees that it shall be aware of and comply with all federal, state and local laws applicable to its production, including laws, regulations and ordinances pertaining to in-person gathering restrictions as well as any other rules or guidelines regarding any public health emergency (or similar situation) which may impact any aspect of Licensee's production, including but not limited to rehearsals, performances and audience attendance. MTI makes no representation or assessment of the legality or prudence of Licensee's decision to proceed with its production, nor shall MTI or the Rightsholders be held liable for any claims arising out of Licensee's decision to proceed with its production. Licensee shall indemnify and hold MTI and the rightsholders harmless from any claims, costs, and damages arising out of Licensee's production.

III. MATERIALS RENTAL PROVISIONS

1. **Rental Term and Delivery:** Delivery of the MTI Rental Materials is conditioned on your production being Fully Licensed as described in Paragraph II.1 (i.e., you have received written confirmation from MTI after submitting the signed Production Contract and paying all applicable royalty, rental and security fees). Provided your production is Fully Licensed, the MTI Rental Materials will be shipped approximately two (2) months prior to the first performance of your production; however, if you have not signed and submitted the Production Contract and remitted full payment in time to enable shipment by such date, MTI will process your shipment as soon as practicable once your production is Fully Licensed. In such case, MTI cannot guarantee the MTI Rental Materials will be delivered in sufficient time to meet your production schedule. If the MTI Rental Materials are needed in advance of the two (2)-month period, the charge is one hundred dollars (\$100.00) for each additional week or partial week, subject to availability. You acknowledge that if materials have shipped MTI has the right to retain a pro-rated portion of the rental fees if your production is cancelled or shortened for any reason, including all fees paid for additional rental weeks, all of which would be determined by MTI in its sole discretion.
2. **Authorized Rental Materials:** The MTI Rental Materials are the only Play materials authorized by the Rightsholders and must be rented from MTI as a condition of this Production Contract. You may not use scripts or orchestra parts obtained from other sources (including materials posted online). The full rental fee must be paid even if you do not intend to use all of the MTI Rental Materials in your production.
3. **Ownership:** All MTI Rental Materials, including missing materials, remain the property of MTI and must be returned to MTI following the conclusion of your production. You understand that the MTI Rental Materials (i) cannot be used for any purpose other than as stated in this License and (ii) may not be copied, scanned or otherwise reproduced, sold, traded, offered for sale or trade, posted online, used for performances other than those specified in this Production Contract or otherwise transferred physically or digitally.
4. **Suitability:** Although MTI strives to provide the highest quality service to you, MTI makes no representation as to the adequacy, suitability and/or condition of the MTI Rental Materials. Any missing or damaged materials MUST be reported to MTI's Business Office within five (5) business days after receipt of your shipment, or you may be liable for full replacement charges upon their return to MTI.
5. **Shipping Charges:** You are responsible for shipping charges BOTH WAYS for materials that MTI rents and/or supplies to you, as well as all customs charges, duties and the like in connection with shipments of materials outside of the United States and return shipment to MTI. You are responsible for complying with all customs regulations applicable to the return of materials to the United States. MTI ships by USPS, FedEx, UPS or other carriers at its sole option. Any expense that MTI incurs with respect to the delivery or return of the materials to its library shall be charged to you; you agree upon demand promptly to reimburse MTI for the full amount of such expense, whether or not your production is cancelled. A \$10 handling fee is applied to each order.
6. **Return of Materials:** You agree that, no later than seven (7) days after the last performance under this Production Contract, you will return to MTI, by prepaid carrier, insured for not less than seven hundred fifty dollars (\$750.00), the complete set of materials (including any additional materials ordered) in as good condition as when you received it. Should you fail to do so, MTI shall be entitled to an additional rental fee of twenty dollars (\$20.00) per item for each day that you retain any material beyond the period of seven (7) days after the last performance. You are responsible for the safe return to MTI of all MTI Rental Materials. If complete materials are not returned all at once and properly labeled, your account may not be credited or you may be liable for a restocking fee. If a Force Majeure Event (as defined in Paragraph II.15)

PERFORMANCE LICENSE

(CONTINUED)

Your MTI Rep: KAITLIN STERN

Your MTI Account Number: 3442070

Contract #: 9883435 Printed on: 03/12/24

prevents you from returning the materials, you will not be charged a missing materials fee for any days covered by the Force Majeure Event provided (a) you have notified MTI you are unable to return the materials due to the Force Majeure Event and (b) you return the materials promptly after circumstances permit you to do so but in no event later than three (3) months after the onset of the Force Majeure Event.

7. **Address for Return of Materials:** All materials must be returned to MTI's Music Library in Connecticut (Address listed below):

8. **DO NOT SHIP RENTED PRODUCTION MATERIALS TO THE NEW YORK BUSINESS OFFICE!**

**RETURN ALL RENTED
PRODUCTION MATERIALS TO:**

**Music Theatre International
31A Industrial Park Road
New Hartford, CT 06057**

Phone: 860-379-3320

Any materials returned to MTI's New York Business Office will be subject to a transfer charge of up to \$50.00.

9. **Damage/Loss:** Any damage to or loss of the materials shall be charged to you. You agree upon demand promptly to reimburse MTI for the full amount of such evaluated damage to or loss of materials. Any materials lost or damaged while in your possession will be assessed replacement fees as set forth in this Production Contract.

LIMITED STREAMING LICENSE

Your MTI Rep: KAITLIN STERN
Your MTI Account Number: 3442070
Contract #: 9883435 Printed on: 03/12/24

LIMITED STREAMING LICENSE

Defined Terms Used in this License:

MTI Access Code: MEA2902123

Licensee: HERSHEY HIGH SCHOOL

Streaming License Fee: \$ 75.00

Play: MEAN GIRLS HIGH SCHOOL VERSION

Minimum Per Performance Royalty of \$ 35.00 against 12.50% of gross receipts, whichever is greater

When signed by Licensee in the space indicated below, and upon receipt by Music Theatre International ("MTI") of Licensee's payment of the Streaming License Fee, the following terms shall constitute an agreement between the Licensee and MTI with respect to the Play

Licensee has requested the right to record its AMATEUR production of the Play to make it **solely available for viewing remotely on the SHOWTIX4U.COM streaming platform ("MTI Authorized Streaming Platform")**, and MTI has agreed, insofar as it is concerned, to permit such recording and streaming, strictly on the terms and conditions set forth in this Limited Streaming License and the associated Production Contract.

Accordingly, the Licensee agrees as follows:

A. GRANT OF RIGHTS AND STREAMING OPTIONS

1. **Grant of Capture and Streaming Rights.** Notwithstanding any prohibition against video recording in the associated Production Contract for the Play, this Streaming License grants Licensee permission to capture its live stage production of the Play, solely for the purpose of streaming it on the MTI Authorized Streaming Platform to remote audience members who have purchased tickets to view the stream through the MTI Authorized Streaming Platform ("Stream Viewers"). Licensee acknowledges and agrees that (i) all terms and conditions of the Production Contract and any associated riders, including the prohibition on making changes to the book, music and lyrics of the Play, apply to any performance livestreamed or recorded pursuant to this Streaming License (each, a "Video Performance"), and (ii) all Video Performances may be distributed only via the MTI Authorized Streaming Platform, and streaming, broadcasting or any other distribution of the Video Performance is not permitted on any other platform or service (e.g., YouTube, Vimeo, Google Classroom, Facebook, Zoom or other social media).
2. **Streaming Options for the Play:** This Streaming License permits the Licensee to do the following using the MTI Authorized Streaming Platform:
 - (a) **Livestream:** Licensee may livestream one or more performances of its live stage production solely to Stream Viewers broadcast live in real-time. Livestreams may be shown only live, although the MTI Authorized Streaming Platform will permit Stream Viewers a limited period of time to pause or restart from the beginning.
 - (b) **Scheduled Stream:** Licensee may live-capture one or more performances of its live stage production of the Play (either at a live performance in front of an audience and/or at an onstage, recording session scheduled for this purpose, all of which may be edited into one Video Performance provided that no changes or additions in the book, lyrics or music of the Play may be made in the editing process) and make such capture available for viewing solely by Stream Viewers who have purchased tickets to view at limited, scheduled times during the Term of Licensee's Production Contract.
3. **Streaming Platform:** As a condition of this Streaming License, all streams must take place on the MTI Authorized Streaming Platform and Licensee must make arrangements with the MTI Authorized Streaming Platform separately. Licensee acknowledges that the MTI Authorized Streaming Platform will be password-protected and will not permit downloading, copying or other duplication or redistribution of the Video Performance.
4. **Royalties and Fees:** Licensee acknowledges that in addition to the royalties payable pursuant to the Production Contract for the right to produce and present the Play and the Streaming License Fee to acquire the rights granted in this Streaming License, Licensee must pay the Streaming Royalty listed at the top of this Streaming License. The Streaming Royalty is the greater of (a) the gross proceeds from all streaming tickets sold times the streaming royalty percentage set forth above and (b) the Per Performance Minimum Royalty set forth above. For example, if you are not charging for streaming tickets, you must still pay the Per Performance Minimum Royalty for each streaming performance. The aggregate Streaming Royalty will be deducted from the proceeds of all streaming tickets sales and paid directly to MTI by the MTI Authorized Streaming Platform. Additional per ticket charges may be imposed by the MTI Authorized Streaming Platform.

LIMITED STREAMING LICENSE *continued*

B. GENERAL TERMS AND CONDITIONS

5. **Changes:** If any of the conditions set forth in the Production Contract have changed in any way that would affect streaming performances (including change of dates, cancellation or addition of performance(s), ticket price adjustments), Licensee agrees it will notify its MTI customer representative in writing immediately, and MTI must approve all changes in writing before they may take effect. Such changes may alter the fees quoted in the Production Contract. If Licensee requests the right to add additional streaming performances, Licensee agrees not to announce, advertise, present or sell tickets for such additional performances without prior written approval from MTI.
6. **Advertising Restrictions:** Licensee is not permitted to advertise and sell tickets for the Video Production regionally or nationally. Accordingly, Licensee agrees that its advertising, marketing and promotion of the Video Performance will be limited to its customary local outlets and its social media accounts. Licensee shall not issue any advertising or publicity for streaming to national media such as Broadway.com, Broadway World, Playbill, etc.
7. **Non-Commercial Venture.** Licensee acknowledges that the Video Performance may be created by Licensee solely for streaming on the MTI Authorized Streaming Platform and neither the Video Performance nor any other video recording of the Play may be sold, leased, duplicated or rented except as provided as herein or in a separate MTI video license (available for certain titles only).
8. **Billing.** Licensee shall post the full billing credits for the Play onscreen, and shall follow all requirements as to order, size and wording of credits, as provided in the associated Production Contract. Licensee may also distribute a digital program to each Stream Viewer. Such billing shall include the following credit:

**STREAMING IS PRESENTED BY SPECIAL ARRANGEMENT WITH
MUSIC THEATRE INTERNATIONAL (MTI) NEW YORK, NY.**

All authorized performance materials are also supplied by MTI. mtishows.com

9. **Restriction on Distribution.** In no event may any recording of the Play authorized herein, either in whole or in part, be otherwise reproduced and/or disseminated in any way, including broadcasting, televising, sale or electronic transmission and/or posting on the Internet or social media except as expressly authorized in this Streaming License.
10. **Copyright Infringement.** Licensee understands that its failure to follow the above requirements, even if inadvertent, could subject Licensee to liability for statutory copyright infringement under federal law. Licensee agrees that, without limiting any other recovery that MTI and/or the rightsholder(s) may obtain against Licensee, whether at law or at equity, for its breach of this Agreement, Licensee shall, at a minimum, reimburse MTI and/or the rightsholder(s) for its out-of-pocket expenses and shall pay to MTI and/or the rightsholder(s) damages equal to three times the total license royalty fees paid or payable to MTI by Licensee for its production of the Play or statutory damages in lieu thereof.
11. **Third-Party Permissions.** Permission granted herein to make a Video Performance available to Stream Viewers is limited to rights in the Play only. MTI cannot grant permission for others whose permission may be required such as, but not limited to, performers, production personnel, directors, choreographers, and designers as well as the theatre or venue owner. Licensee shall obtain all necessary releases and permissions from such personnel (including parents or legal guardians of minor children) and any applicable unions (e.g., Actors Equity, American Federation of Musicians, etc.).
12. **Compliance with Laws.** Licensee represents and agrees that it shall be aware of and comply with any and all applicable federal, state and local laws applicable to its production, including laws, regulations and ordinances pertaining to in-person gathering which may impact any aspect of Licensee's production of the Play, including but not limited to Licensee's rehearsals, performances and audience attendance. By permitting Licensee to stream its production, MTI makes no representation or assessment of the legality or prudence of the Licensee's decision to proceed with its production, nor shall MTI or the rightsholders be held liable for any claims arising out of Licensee's decision to proceed with its production.
13. **Limited Audiovisual Rights.** Other than to the limited extent provided for in the foregoing, no film rights, television rights or merchandising rights are made available to Licensee as part of this Streaming License. Licensee acknowledges that the rights granted are limited to capturing a live-stage performance and Licensee is not permitted to adapt the Play for video conferencing (e.g., Zoom) unless Paragraph 2 of this Streaming License includes remote performance rights.
14. **Limitation of Liability.** To the fullest extent provided by law, except as provided in the next sentence, in no event will MTI or the rightsholders of the Play be liable to Licensee on any legal theory (including, without limitation, negligence) or for its errors or omissions, or otherwise for any direct, special, indirect, incidental, consequential, punitive, exemplary, or other losses, costs,

LIMITED STREAMING LICENSE *continued*

expenses, or damages arising out of this Limited Streaming License, even MTI has been advised of the possibility of such losses, costs, expenses, or damages. MTI's and the rightsholders' total liability is limited to the total compensation paid to MTI under this Limited Streaming License.

15. Miscellaneous. All other provisions, terms and conditions of the Production Contract and Riders shall continue in full force and effect.

ACCEPTANCE

By signing this Streaming License, you represent that you are authorized to sign this Streaming License on behalf of the Licensee, that you have read and understand the terms and conditions set forth in this Streaming License and that the Licensee agrees to abide by the terms and conditions contained herein.

NO STREAMING

PRINT YOUR NAME _____ TITLE _____
AUTHORIZED SIGNATURE _____ DATE _____
EMAIL _____ DAY PHONE _____

VIDEO LICENSE

Your MTI Rep: KAITLIN STERN
Your MTI Account Number: 3442070
Contract #: 9883435 Printed on: 03/12/24

VIDEO LICENSE

LIMITED HOME USE VIDEO RECORDING PERMISSION

WHEN SIGNED IN THE SPACES INDICATED BELOW, AND UPON RECEIPT BY MTI OF LICENSEE'S PAYMENT OF SEVENTY-FIVE DOLLARS (\$75.00), THE FOLLOWING TERMS SHALL CONSTITUTE AN AGREEMENT BETWEEN HERSHEY HIGH SCHOOL (THE "LICENSEE") AND MUSIC THEATRE INTERNATIONAL ("MTI"), GRANTING LICENSEE LIMITED PERMISSION TO MAKE ONE VIDEO RECORDING OF LICENSEE'S PRODUCTION OF THE PLAY ENTITLED MEAN GIRLS HIGH SCHOOL VERSION (THE "PLAY").

If Licensee wishes to purchase a video license, please sign and return this form and pay the \$75 fee (see Additional Materials Order Form).

1. Notwithstanding the general prohibition against any video recording whatsoever in the License, MTI hereby grants permission for your organization to permit one authorized videographer (who can be an individual associated with your production or a commercial videographer as set forth in Paragraph 2 below) to record a single performance of your production of the Play, subject to Licensee's strict observance of the conditions set forth herein.

2. A video recording of the Play (the "Video Recording") may be created by Licensee as a non-commercial venture for archival purposes, which video recording may not be sold, leased or rented except as provided as herein. Alternatively, Licensee may hire an outside party to professionally make one video recording of the Play provided that such video recording may only be used (a) for archival purposes, and/or (b) to make additional copies of the recording that may be provided to participants in the Play or their families for their own personal, at-home (i.e., non-commercial use). It is permissible to charge the participants in the Play or their families the duplication costs of the copies, but the videos cannot be sold for a profit and may not be distributed online or to the general public. Such outside party may not use the name of the owner of the Play or any other trademarks of the Owner in any way, except to indicate the content of the video recording. In addition, Licensee may authorize participants in the Play (i.e., cast, crew, creative team) or their families to create a video recording of the Play solely for their own personal, at-home (i.e., non-commercial) use.

3. As a condition to the rights granted herein, Licensee agrees to use good faith efforts to inform all audience members of the restrictions and limitations on video recording and the subsequent use thereof, as set forth herein. At a minimum, Licensee agrees to include a statement in the Play's program substantially in the form provided below and shall further inform audience members of the below limitations by way of an announcement prior to the start of each performance of the Play:

ANY VIDEO RECORDING MADE OF THIS PERFORMANCE IS AUTHORIZED FOR PERSONAL, AT-HOME, NON-COMMERCIAL USE ONLY. THE SALE OR DISTRIBUTION OF SUCH RECORDING IS STRICTLY PROHIBITED UNDER FEDERAL COPYRIGHT LAW.

In addition, the following notice must be displayed as the opening 45 seconds of the video:

WARNING! THIS VIDEO RECORDING HAS BEEN CREATED SOLELY FOR PERSONAL, NON-COMMERCIAL PURPOSES WITH THE SPECIAL PERMISSION OF MUSIC THEATRE INTERNATIONAL. UNDER FEDERAL COPYRIGHT LAW, IT MAY NOT, IN WHOLE OR IN PART, BE SOLD, STREAMED, BROADCAST, DUPLICATED OR DISSEMINATED TO THE PUBLIC IN ANY WAY, BY ANY MEANS NOW KNOWN OR INVENTED IN THE FUTURE.

4. In no event may any video recording of the Play authorized herein, either in whole or in part, be otherwise reproduced and/or disseminated in any way, including broadcasting, televising, sale and/or electronic transmission and/or posting on the Internet.

5. Licensee understands that its failure to follow the above requirements, even if inadvertent, will incur liability for statutory copyright infringement under federal law. Licensee agrees that, without limiting any other recovery that MTI may obtain against Licensee, whether at law or at equity, for its breach of this Agreement, Licensee shall, at a minimum, reimburse MTI for its out-of-pocket legal fees and shall pay to MTI damages equal to three times the total license royalty fees paid or payable to MTI by Licensee for its production of the Play. In addition, Licensee shall indemnify MTI and the authors and owners of the Play and hold them harmless from any costs or expenses arising out of claims made by third parties appearing in the video, or whose work is used in the video (such as performers, musicians, directors, choreographers or designers).

6. All other provisions, terms and conditions of the License Agreement shall continue in full force and effect.

SIGN AND RETURN THIS PAGE TO MTI ONLY IF YOU WISH TO PURCHASE A VIDEO LICENSE. A FEE OF \$75 APPLIES.

ACCEPTANCE

By signing below, you agree that you have read and that you understand the terms and conditions set forth in this Production Contract and the accompanying Performance License and agree to abide by terms and conditions contained therein.

PRINT YOUR NAME Stacy Winslow

TITLE Superintendent

AUTHORIZED SIGNATURE Stacy Winslow

DATE 4.2.24

EMAIL swinslow@hershey.k12.pa.us

DAY PHONE 717-534-2501

If your organization requires MTI's W-9 before it can pay amounts due under your license,
****Please give this form to your BUSINESS OFFICE or PURCHASING DEPARTMENT****

Questions? Email: ap@mtishows.com.

Form W-9 (Rev. October 2018) Department of the Treasury Internal Revenue Service		Request for Taxpayer Identification Number and Certification		Give Form to the requester. Do not send to the IRS.
▶ Go to www.irs.gov/FormW9 for instructions and the latest information.				
Print or type. See Specific Instructions on page 3.	1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. MTI ENTERPRISES INC.			
	2 Business name/disregarded entity name, if different from above dba MUSIC THEATRE INTERNATIONAL			
	3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes. <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input checked="" type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner. <input type="checkbox"/> Other (see instructions) ▶			4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <small>(Applies to accounts maintained outside the U.S.)</small>
	5 Address (number, street, and apt. or suite no.) See instructions. 423 W 55th STREET FLOOR 2		Requester's name and address (optional)	
	6 City, state, and ZIP code NEW YORK, NY 10019			
	7 List account number(s) here (optional)			

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number								
			-					
or								
Employer identification number								
1	3	-	2	9	7	6	4	6 8

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person ▶ <i>Michelle Maccann</i>	Date ▶ <i>1/9/24</i>
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)
Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding*, later.



PowerSchool Group LLC
150 Parkshore Dr., Folsom, CA 95630
Quote #: Q-953189 - 1
Quote Expiration Date: 30-JUN-2024

Sales Quote - This Is Not An Invoice

Prepared By:	Courtney McPherson	Customer Contact:	Sheryl Pursel
Customer Name:	Derry Township School District	Title:	Business Manager
Enrollment:	0	Address:	P. O. Box 898
Contract Term:	12 Months	City:	Hershey
Start Date:	15-APR-2024	State/Province:	Pennsylvania
End Date:	14-APR-2025	Zip Code:	17033
		Country:	United States
		Phone #:	(717) 531-2243

Product Description	Quantity	Unit	Extended Price
Initial Term 15-APR-2024 - 14-APR-2025			
Professional Services and Setup Fees			
eFinancePlus Consultation T/M	40.00	Hours	USD 8,640.00
eFinancePlus Project Management T/M	6.00	Hours	USD 1,296.00

Professional Services and Setup **USD 9,936.00**
Fee Totals:

Subscription Period Total

Total Discount	USD 1,104.00
Initial Term	15-APR-2024 - 14-APR-2025
Amount To Be Invoiced	USD 9,936.00
Amount to be invoiced as incurred	USD 9,936.00

Fees charged in subsequent periods after the duration of this quote will be subject to an annual uplift. Customer understands the above Annual Ongoing Fees for the next subscription period do not include the annual uplift, which will be applied at the time of renewal. On-Going PowerSchool Subscription/Maintenance and Support fees are invoiced at the then current rates and enrollment per terms of the main agreement executed between PowerSchool and Customer ("Main Services Agreement"). Any applicable state sales tax has not been added to this quote. Subscription Start and End Dates shall be as set forth above, which may be delayed based upon the date that PowerSchool receives your purchase order. If this quote includes promotional pricing, such promotional pricing may not be valid for the entire duration of this quote. All invoices shall be sent to Customer upon or promptly after execution of this quote, unless otherwise set forth in the applicable statement of work or Main Services Agreement (e.g., services billed on time and material basis will be invoiced when such services are incurred). Notwithstanding anything to the contrary in the Main Services Agreement, if Customer pays in advance for any professional services, all professional services must be scheduled and delivered within twelve (12) months of the applicable quote start date, unless otherwise agreed in writing by PowerSchool; any portion of any prepaid amount for professional services that has not been used by Customer toward professional services rendered within such twelve (12) month period will be forfeited. Payment shall be due to PowerSchool before or on the due date set forth on the applicable invoice. All purchase orders must contain the exact quote number stated within. Customer agrees that purchase orders are for confirming this order and its own internal purposes, and no other. Any credit provided by PowerSchool is nonrefundable and must be used within 12 months of issuance. Unused credits will be expired after 12 months. Treatment of purchase orders are governed as provided in the Main Services Agreement. By

execution of this quote, or its incorporation, this and future purchases of subscriptions or services from PowerSchool are subject to and incorporate the terms and conditions found at:
https://www.powerschool.com/MSA_Mar2024/

THE PARTIES BELOW ACKNOWLEDGE THAT THEY HAVE READ THE AGREEMENT, UNDERSTAND IT AND AGREE TO BE BOUND BY ITS TERMS.

POWERSCHOOL GROUP LLC
Signature:

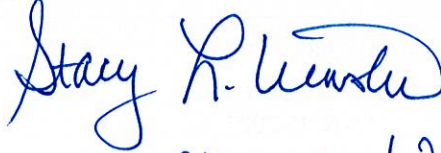


Printed Name: Eric Shander

Title: Chief Financial Officer

Date: 15-APR-2024

Derry Township School District
Signature:



Printed Name:

Stacy L. Winslow

Title:

Superintendent

Date:

4/18/24

Sales Quote - This Is Not an Invoice



Nathan G. Mains
Chief Executive Officer

400 Bent Creek Blvd.
Mechanicsburg, PA 17050-1873
800.932.0588
717.506.2450
PSBA.org

FROM: Nathan G. Mains, Chief Executive Officer

SUBJECT: Appointment of Voting Delegates for the PSBA Delegate Assembly, 2024

DATE: April 12, 2024

The PSBA Delegate Assembly is our annual association-wide business meeting including platform and bylaws consideration, financial updates, and leadership election results. The 2024 Delegate Assembly will occur as a hybrid event on Saturday, November 2, 2024, at 9:00 a.m. at PSBA headquarters in Mechanicsburg, PA, and via Zoom.

The governing body of your school entity is invited to appoint voting delegates(s) who will represent your entity and vote on your behalf.

We will offer access for in-person attendance at the PSBA offices to the first 120 delegates to register, and all remaining delegates will be able to join us in a fully participatory manner via Zoom. All registered delegates will be able to engage in the debates and vote.

Please be sure that the selection of voting delegate(s) is on the agenda of your board's next meeting. Certification of your delegates must be submitted via the form linked to this email.

The form must be received via the online link no later than Friday, August 30, 2024, by 5:00 p.m. Only delegates specifically appointed by their appropriate board for the purpose of serving as a delegate and certified by their board secretary before the deadline are permitted to participate.

PSBA will distribute the final materials in early October. These materials will be distributed via email to the appointed delegates(s), the board president and board secretary.

Responsibilities:

Voting delegates officially represent the entire entity in the following ways:

1. Receive reports from the PSBA president, chief executive officer and treasurer.
2. Receive the election results for PSBA leadership, including PSBA Governing Board officers, Zone Representatives and Sectional Advisors.
3. Consider proposals recommended by the PSBA Platform Committee and adopt the legislative platform for the coming year.
4. Consider and act upon any proposed changes to the PSBA Bylaws.

Eligibility of Delegates:

Each PSBA-member entity is entitled to have at least one voting delegate at the meeting. Only school directors, school board secretaries, and members and secretaries of the governing body of other PSBA-member entities are eligible to serve as delegates. Assistant and recording secretaries, superintendents, or other administrators are not eligible by virtue of such positions. The bylaws require that all entities submitting voting delegates must have

paid their current-year dues to the association. Under the association's bylaws, appointment of delegate(s) permitted by district class are as follows:

- First Class school districts may appoint up to four delegates.
- Second Class school districts may appoint up to three delegates.
- Third Class school districts may appoint up to two delegates.
- Fourth Class districts, intermediate units, career and technical education centers, and other PSBA-member entities may appoint one delegate.

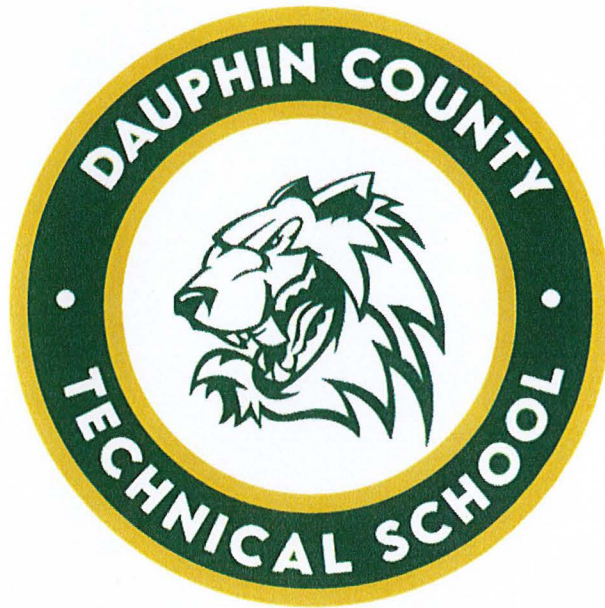
No representative may be appointed by or represent more than one member entity. For example, a delegate cannot represent or vote on behalf of both the board of a school district and the board of an intermediate unit.

Cost:

There is no registration fee to participate in the Delegate Assembly. Travel and other expenses related to attendance are the responsibility of the entity or delegate. An online observation area will be open to any member who is not a voting delegate. Those attendees in the observation area are not able to vote or participate in any discussions or debates.

If you have any questions about the Delegate Assembly or appointment of delegates, please contact Fawn McClure at (717) 560-2450 ext. 3321 or fawn.mcclure@psba.org.

DAUPHIN COUNTY TECHNICAL SCHOOL



2024/2025

Budget Proposal

DAUPHIN COUNTY TECHNICAL SCHOOL

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DCTS MEMBER DISTRICT JOC MEMBERS

Central Dauphin School District: Janelle Bingaman and Jeanne Webster

Derry Township School District: Dr. Stewart McCarver and Michael Rizzo

Halifax Area School District: Scott Corsnitz and Brad Harker

Harrisburg School District: Brian Carter and Danielle Robinson

Lower Dauphin School District: Jeffrey Neely and Thomas Scott

Middletown Area School District: Andy Kinsey and Jennifer Scott

Susquehanna Township School District: Steve Johnson and Jesse Rawls, Sr.

DCTS ADMINISTRATION

Jason Civitello, Acting Co-Administrative Director

Maria Zaharick, CPA, Acting Co-Administrative Director

Andrea Bennett, Assistant Business Administrator/HR Coordinator

Matthew Keys, Principal

Christine Estright, Assistant Principal

Dr. Gwen Mosteller, Assistant Principal

Betsy Standland, Special Education Director

Ariel Carrasquillo, Technology Director

Denise Green, Food Service Director

Stephanie Hanford, Adult & Continuing Education Director

DCTS MISSION

The mission of the Dauphin County Technical School is to prepare students to enter post-secondary education and industry with the attitude, skills, and knowledge necessary to be successful in a constantly changing and competitive world.

Dauphin County Technical School FY 2024-2025 Budget Calendar

September 25, 2023	Budget Request Forms are distributed
November 3, 2023	Budget Request Forms are due in the Business Office
November 2023	Budget compilation
January 10, 2024	Draft budget presentation to the JOC *
February 14, 2024	Budget updates to the JOC *
March 5, 2024	Budget discussion with Superintendents
April 10, 2024	Proposed budget presentation to the JOC *
April 2024	Budgets placed on agenda for approval at each Member District School Board Meeting

The Public School Code requires the following action for budget adoption:

“Budget approval shall be by convention or by mail ballot. Approval shall require affirmative vote of two-thirds of the participating school districts and a majority vote of all the school directors of all participating districts.”

Budget adoption requires affirmative vote of at least 5 member school districts and at least 32 school directors.

** Draft Budget Presentations were emailed to the Member District Business Managers*

GENERAL FUND BUDGET HIGHLIGHTS

General Overview

The 2024-2025 Proposed Budget is \$21,054,488, which is a \$814,747 or 4.0% increase from the 2023-2024 Adopted Budget. However, the increase to the Member Districts is only 2.4% due to the utilization of the Health Care Reserve. The overall increase is a result of health care costs, inflation, and replacing the Auditorium Lighting System. Listed below is a summary of items that have made an impact on the 2024-2025 Proposed Budget.

Salaries – The Collective Bargaining Agreement defines that the salary scale is to be calculated based on the weighted average of the seven member district salary scales. The support staff salaries are budgeted at a 4.1% increase.

Benefits – The school has been self-insured for medical and prescription insurance since July 1, 2006. Claims and fees are estimated to be \$3,824,147 for 2024-2025, which is a 12% increase from 2023-2024. The PSERS employer contribution rate is 33.90% for 2024-2024 as opposed to 34.00% for 2023-2024.

Building Improvements – Several HVAC controllers and an Uninterruptible Power Source (UPS).

Equipment – Additional Restaurant Furniture for Culinary Arts and Welding Table for the Collision Repair Technology.

Tuition District Revenue – 25 tuition students are budgeted for 2024-2025. Students enrolled in DCTS from Millersburg Area School District, Steelton-Highspire School District, and Upper Dauphin School District are classified as tuition students since these districts are not members of the consortium. Currently, 33 tuition students are enrolled in the 2023-2024 School Year. The tuition for a non-member district is \$21,100 per student for 2024-2025.

Member District Revenue – The 2024-2025 Proposed Budget only includes a 2.4% increase in Member District Revenue. Member District contributions are calculated on a formula basis utilizing the Five-Year Average ADM. *Increases/decreases for the Member Districts are as follows:*

CD \$74,329 (1.0%); DT -\$37,716 (-6.4%); HA -\$6,416 (-0.8%); HBG \$69,121 (2.1%); LD \$95,712 (8.9%); MA -\$12,946 (-1.5%); and ST \$191,763 (10.1%).

Dauphin County Technical School Proposed Budget Summary

REVENUE

CODE	CATEGORY	2023-2024 APPROVED BUDGET	2024-2025 PROPOSED BUDGET	% CHANGE
6000	<u>LOCAL SOURCES</u>			
6510	Interest	17,000	28,000	
6941	Tuition Districts	598,670	480,835	
6946	Member Districts	15,839,189	16,213,036	
6992	Insurance Contributions	155,000	156,395	
6999	Miscellaneous	398,037	472,000	
	TOTAL REVENUE FROM LOCAL SOURCES	17,007,896	17,350,266	2.0%
7000	<u>STATE SOURCES</u>			
7220	Career & Technical Education Subsidy	1,219,079	1,334,130	
7330	Health Services Subsidy	19,400	20,300	
7810	Social Security Subsidy	366,928	396,497	
7820	Retirement Subsidy	1,626,438	1,653,295	
	TOTAL REVENUE FROM STATE SOURCES	3,231,845	3,404,222	5.3%
	TOTAL APPROVED REVENUES	20,239,741	20,754,488	2.5%

Note: Budgeted Revenues are \$300,000 less than Budgeted Expenditures for 24/25 due to the utilization of the Health Care Fund Balance Reserve.

Member District Contribution Breakdown	2023-2024	2024-2025	
Central Dauphin	7,289,565	7,363,894	
Derry Township	587,380	549,664	
Halifax Area	851,750	845,334	
Harrisburg	3,265,469	3,334,590	
Lower Dauphin	1,070,517	1,166,229	
Middletown Area	883,779	870,833	
Susquehanna Township	1,890,729	2,082,492	
	15,839,189	16,213,036	2.4%

EXPLANATION OF THE REVENUE FUNCTIONS

6000 REVENUE FROM LOCAL SOURCES

Revenues from local sources reflect Member Districts' contributions and other revenue stemming from operations of the School. Member Districts' contributions are calculated utilizing the 5 Year Average ADM. Other revenue streams include interest, tuition from non-participating districts, health insurance contributions from employees and retirees, health insurance rebates and reimbursements, E-rate, and energy curtailment incentives.

7000 REVENUE FROM STATE SOURCES

Revenues from state sources reflect subsidies provided by the State of Pennsylvania. The school receives subsidies for career and technical education, health services, social security, and retirement.

Note: The school receives federal and state grants, which are not reflected in this proposed budget. These budgets are presented to the Joint Operating Committee as they are awarded.

2023/2024 Federal and State Grants

Perkins - \$744,353

Funds are used to employ a Career Transition Counselor, three Para Educators, and Career Camp Counselors. Funds are used for professional development activities through TechLink and Capital Region Partnership for Career Development, student certifications, CTSO memberships, pre-apprenticeships, and tools for the CTE Programs. Lastly, funds were used to purchase Career & Technical equipment (salon color bar, spa pedicure chairs, 3D printer, aerator, planetary mixer, 96" worktable, network cable tester, zero turn mower, electric mower, MAC computers, SimCartRx workstations, battery charging trainer, hydraulic excavator kit, work benches, VR spray painting simulator, sheet metal sheer, metal brake, ADAS link scan tool).

Pass-Thru Grants - \$8,886

The school administers the Curriculum Development grant for the State.

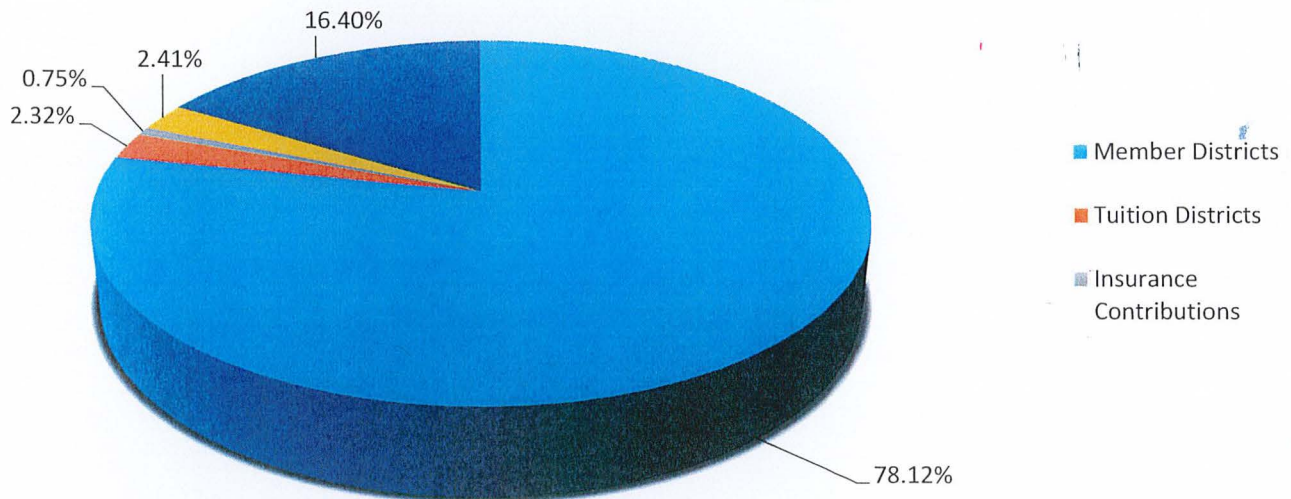
Equipment Grants (Matching and Supplemental) - \$210,361

Funds from the Competitive Equipment Grant were used to purchase a Transim 8 truck driving simulator (Diesel Technology). The Capital Reserve will be utilized for the difference. Funds from the Supplemental Equipment Grant were used to purchase a pulley machine, electrotherapy system, dual leg machine, and total gym (Exercise & Sport Science); image press (Commercial Art); & scissors lift, portable car lift, NC3 electrical trainer, and NC3 hand tool trainer (Automotive Technology);

2024/2025 Proposed Budget vs 2023/2024 Adopted Budget: Revenue Analysis

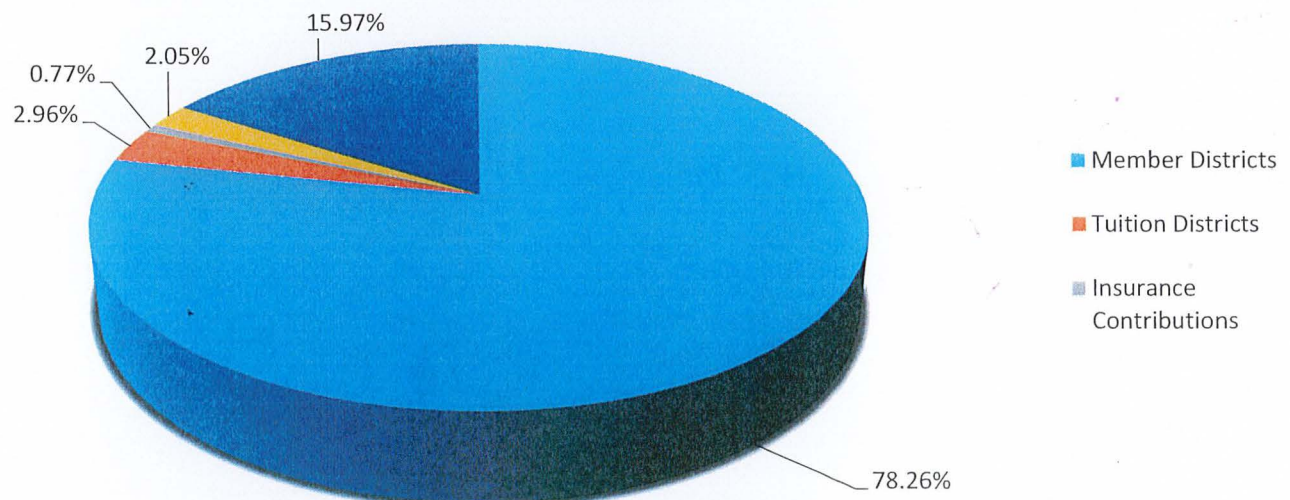
DAUPHIN COUNTY TECHNICAL SCHOOL

2024/2025 PROPOSED BUDGET REVENUE ANALYSIS



DAUPHIN COUNTY TECHNICAL SCHOOL

2023/2024 ADOPTED BUDGET REVENUE ANALYSIS



**Dauphin County Technical School
Proposed Budget Summary**

EXPENDITURES

CODE	CATEGORY	2023-2024 APPROVED BUDGET	2024-2025 PROPOSED BUDGET	% CHANGE
1000	<u>INSTRUCTIONAL SERVICES</u>			
1100-100	Salaries (42 FTE)	2,957,713	2,996,444	
-200	Employee Benefits	2,182,322	2,299,160	
-300	Purchased Professional and Technical Services	21,000	20,000	
-400	Purchased Property Services	2,000	2,500	
-500	Other Purchased Services	10,000	10,000	
-600	Supplies	99,313	93,123	
-700	Property	4,000	-	
	TOTAL REGULAR PROGRAMS	5,276,348	5,421,227	2.7%
	<i>(Note: Reallocated Duties; Increase in Health Care)</i>			
1200-100	Salaries (21 FTE)	1,376,616	1,375,980	
-200	Employee Benefits	969,976	988,740	
-300	Purchased Professional and Technical Services	2,650	3,200	
-600	Supplies	10,690	11,655	
-800	Other Objects	250	500	
	TOTAL SPECIAL PROGRAMS	2,360,182	2,380,075	0.8%
	<i>(Note: Reallocated Duties; Increase in Health Care)</i>			
1300-100	Salaries (41 FTE)	2,250,153	2,301,834	
-200	Employee Benefits	1,731,379	1,856,274	
-300	Purchased Professional and Technical Services	4,880	2,750	
-400	Purchased Property Services	23,075	24,500	
-500	Other Purchased Services	5,200	6,500	
-600	Supplies	729,500	697,475	
-700	Property	27,100	11,100	
	TOTAL CAREER & TECHNICAL PROGRAMS	4,771,287	4,900,433	2.7%
	<i>(Note: New Hires; Increase in Health Care; Restaurant Furniture; Welding Table)</i>			
1400-100	Salaries (no FTE)	3,000	3,000	
-200	Employee Benefits	1,263	1,260	
-500	Other Purchased Services	1,000	1,000	
	TOTAL OTHER PROGRAMS	5,263	5,260	-0.1%
	<i>(Note: Change is Consistent)</i>			

**Dauphin County Technical School
Proposed Budget Summary**

EXPENDITURES

CODE	CATEGORY	2023-2024 APPROVED BUDGET	2024-2025 PROPOSED BUDGET	% CHANGE
2000	<u>SUPPORT SERVICES</u>			
2100-100	Salaries (10 FTE)	714,478	720,348	
-200	Employee Benefits	547,989	556,852	
-300	Purchased Professional and Technical Services	2,700	2,700	
-500	Other Purchased Services	300	500	
-600	Supplies	16,790	17,290	
-800	Other Objects	4,450	4,565	
	TOTAL STUDENT	1,286,707	1,302,255	1.2%
	<i>(Note: Increase in Health Care)</i>			
2200-100	Salaries (5 FTE plus mentors, curric. writing & coordinators)	520,413	523,905	
-200	Employee Benefits	438,457	511,586	
-300	Purchased Professional and Technical Services	116,235	121,600	
-400	Purchased Property Services	73,700	88,300	
-500	Other Purchased Services	5,160	8,200	
-600	Supplies	337,870	402,600	
-700	Property	27,500	29,500	
-800	Other Objects	22,415	27,230	
	TOTAL INSTRUCTIONAL STAFF	1,541,750	1,712,921	11.1%
	<i>(Note: Increase in Health Care; Increase in Software; UPS for Technology Dept.)</i>			
2300-100	Salaries (8.5 FTE)	762,859	768,921	
-200	Employee Benefits	546,889	527,429	
-300	Purchased Professional and Technical Services	233,725	246,250	
-400	Purchased Property Services	1,225	1,000	
-500	Other Purchased Services	21,580	22,050	
-600	Supplies	78,735	84,705	
-800	Other Objects	7,075	8,065	
	TOTAL ADMINISTRATION	1,652,088	1,658,420	0.4%
	<i>(Note: Change is Consistent)</i>			
2400-100	Salaries (2 FTE)	60,642	91,432	
-200	Employee Benefits	54,883	85,009	
-300	Purchased Professional and Technical Services	200	2,000	
-400	Purchased Property Services	-	300	
-600	Supplies	6,700	6,400	
	TOTAL PUPIL HEALTH	122,425	185,141	51.2%
	<i>(Note: Reallocated Staff)</i>			
2500-100	Salaries (6 FTE)	412,351	444,283	
-200	Employee Benefits	276,737	332,421	
-300	Purchased Professional and Technical Services	47,760	54,500	
-400	Purchased Property Services	4,500	4,600	
-500	Other Purchased Services	32,950	30,500	
-600	Supplies	5,775	7,300	
-800	Other Objects	7,115	7,605	
	TOTAL BUSINESS	787,188	881,209	11.9%
	<i>(Note: Increase in Health Care and Services)</i>			

**Dauphin County Technical School
Proposed Budget Summary**

EXPENDITURES

CODE	CATEGORY	2023-2024 APPROVED BUDGET	2024-2025 PROPOSED BUDGET	% CHANGE
2000	<u>SUPPORT SERVICES (CONT.)</u>			
2600-100	Salaries (10.5 FTE)	564,111	576,528	
-200	Employee Benefits	473,165	523,180	
-300	Purchased Professional and Technical Services	158,150	180,000	
-400	Purchased Property Services	225,000	342,100	
-500	Other Purchased Services	98,100	120,000	
-600	Supplies	674,948	612,500	
-700	Property	48,500	51,000	
-800	Other Objects	1,800	1,800	
	TOTAL OPERATION AND MAINTENANCE	2,243,774	2,407,108	7.3%
	<i>(Note: Increase in Health Care; Replace Lighting in Auditorium; HVAC Controllers)</i>			
2800-200	Employee Benefits	49,500	43,000	
-300	Purchased Professional and Technical Services	21,290	20,900	
-500	Other Purchased Services	20,860	23,000	
	TOTAL SUPPORT SERVICES - CENTRAL	91,650	86,900	-5.2%
	<i>(Note: Reduction in Tuition)</i>			
2900-600	Supplies	1,500	3,000	
	TOTAL OTHER SUPPORT SERVICES	1,500	3,000	100.0%
	<i>(Note: Additional Supplies for Employee Wellness Events)</i>			
3000	<u>OPERATION OF NON-INSTRUCTIONAL SERVICES</u>			
3200-100	Salaries (41 Advisors)	39,050	39,050	
-200	Employee Benefits	16,429	16,389	
-800	Other Objects	44,100	55,100	
	TOTAL STUDENT ACTIVITIES	99,579	110,539	11.0%
	<i>(Note: Increase in CTSO Competition Support)</i>			
	TOTAL APPROVED EXPENDITURES	20,239,741	21,054,488	4.0%
	<u>Summary of the 2024-2025 Budget Increase</u>			
	Increase in Services including Utilities		206,707	
	Increase in Salaries		180,340	
	Increase in Health Care & Ancillary Benefits		398,596	
	Increase for PSERS		53,714	
	Increase in Miscellaneous		22,265	
	Increase in Building Improvements		4,500	
	Decrease in Supplies, Books, & Equipment		(51,375)	
			<u>814,747</u>	

EXPLANATION OF THE EXPENDITURE FUNCTIONS

The following statements will serve as a brief summary of the various functions performed to accomplish the objectives of the Dauphin County Technical School.

1000 INSTRUCTIONAL – Those activities dealing directly with the interaction between teachers and students and related costs, which can be directly attributed to a program of instruction.

1100 REGULAR PROGRAMS – Activities designed to provide our students with learning experiences of an academic nature that will work to prepare them as well-rounded citizens.

Activities associated with the regular programs of instruction include English/ Language Arts, Reading, Mathematics, Science, Social Studies (Economics, Psychology & Sociology), Health & Physical Education, Business Education, Blue Print Reading, ninth-grade exploratory program, and other electives.

1200 SPECIAL PROGRAMS – Activities designed primarily for students having special needs.

1300 CAREER & TECHNICAL PROGRAMS – Approved programs which provide organized learning experiences designed to develop skills, knowledge, attitudes, and work habits in order to prepare individuals for entrance into and progress through various levels of employment in career and technical fields.

Approved programs include Landscaping & Greenhouse Production, Dental Assistant, Nursing Foundations, Medical Assistant, Exercise & Sport Science, Culinary Arts, Computer Networking Technology, Engineering & Drafting Design, Web Development & Design, Electromechanical Engineering Technology, Automotive Technology, Collision Repair Technology, Commercial Art, Diesel Technology, Small Engine & Equipment Technology, Engineering & Machining Technology, Carpentry, Building Construction Technology, Electrical Construction & Maintenance, Heating, Ventilation & Air Conditioning, Masonry, Cosmetology, Emergency & Protective Services, Veterinary Assistant, and Welding Technology.

1400 OTHER INSTRUCTIONAL PROGRAMS – Activities designed to provide our students with learning experiences not included in the above functions.

Activities include Home Bound Instruction.

2000 SUPPORT SERVICES – Those services that provide administrative, technical and logistical support to facilitate and enhance instruction.

2100 SUPPORT SERVICES - STUDENTS – Activities designed to assess and improve the well-being of students to supplement the teaching process and to meet the applicable provision of the Public School Code of 1949.

2200 SUPPORT SERVICES - INSTRUCTIONAL STAFF – Activities associated with assisting, supporting, advising and directing the instructional staff with or on the content and process of providing learning experiences for students.

2300 SUPPORT SERVICES - ADMINISTRATION – Activities concerned with establishing and administering policy in connection with operating the system.

2400 SUPPORT SERVICES - PUPIL HEALTH – Activities that provide students with appropriate nurse services.

2500 SUPPORT SERVICES - BUSINESS – Activities concerned with paying, transporting, exchanging, and maintaining goods and services for the system.

2600 OPERATION AND MAINTENANCE OF PLANT SERVICES – Activities concerned with keeping the physical plant open, comfortable, and safe for use, and keeping the grounds, building and equipment in effective working condition and state of repair.

2800 SUPPORT SERVICES - CENTRAL – Activities which support staff development services.

2900 OTHER SUPPORT SERVICES – Activities concerned with programs for wellness.

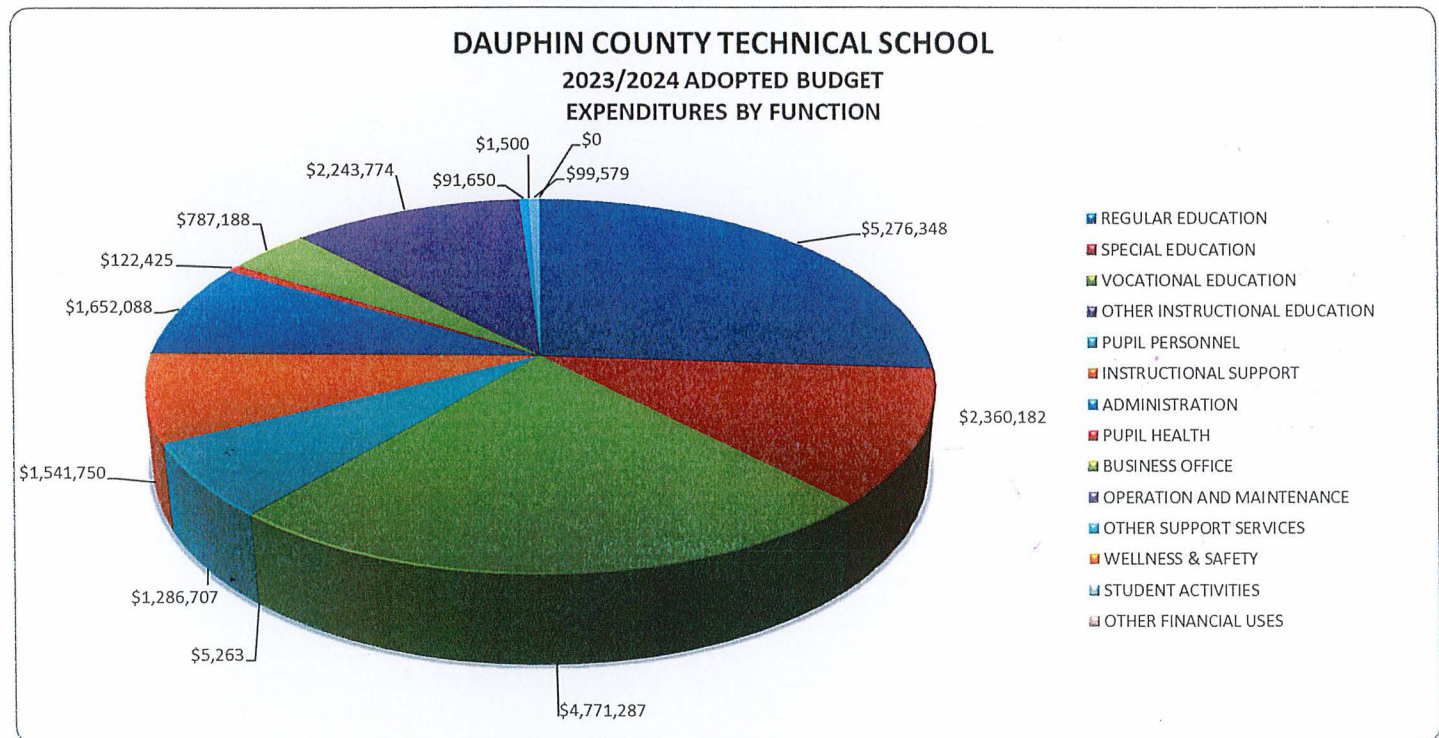
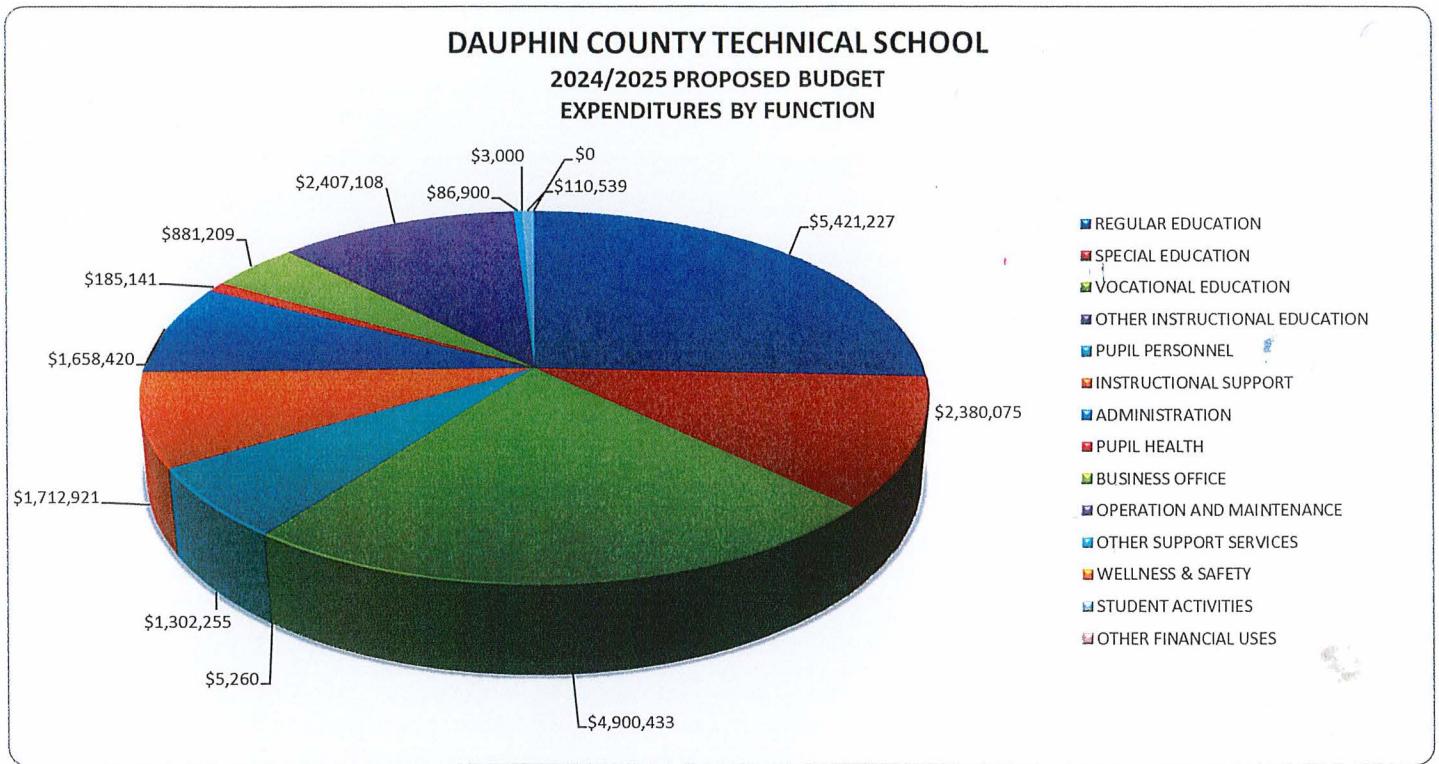
3000 OPERATION OF NON-INSTRUCTIONAL SERVICES – Those activities concerned with providing non-instructional services to students, staff or the community.

3200 STUDENT ACTIVITIES – School sponsored activities under the guidance and supervision of staff.

5000 OTHER EXPENDITURES AND FINANCING USES – The disbursement of governmental funds not classified in other functional areas that require budgetary and accounting control.

5200 INTERFUNDS TRANSFERS – OUT – Transactions that withdraw money from one fund and place it in another without recourse. The General Fund provides funds to the Cafeteria and Adult & Continuing Education.

2024/2025 Proposed Budget vs 2023/2024 Adopted Budget: Expenditures by Function



EXPLANATION OF THE EXPENDITURE OBJECTS

The following statements will serve as a brief summary of the object code (service or goods) to be obtained as a result of the budgeted expenditures within each function:

100 SALARIES – Gross salaries budgeted to employees of the system who are considered to be in positions of a permanent nature or hired temporarily, including personnel substituting for those in permanent positions.

200 EMPLOYEE BENEFITS – Amounts paid by the system on behalf of the employees. Included are retirement, FICA, group insurance, workers' compensation, tuition reimbursement, and unemployment compensation.

300 PURCHASED PROFESSIONAL AND TECHNICAL SERVICES – Services which by their nature require persons or firms with specialized skills and knowledge, such as legal and auditing. Included is registration fees for employee training.

400 PURCHASED PROPERTY SERVICES – Services purchased to operate, repair, maintain, and rent property owned by the system, such as disposal services and building/equipment repairs and maintenance services.

500 OTHER PURCHASED SERVICES – Services rendered by organizations or personnel not applicable to 300 or 400 services. Included are transportation, fire and liability insurance, communications, advertising and travel.

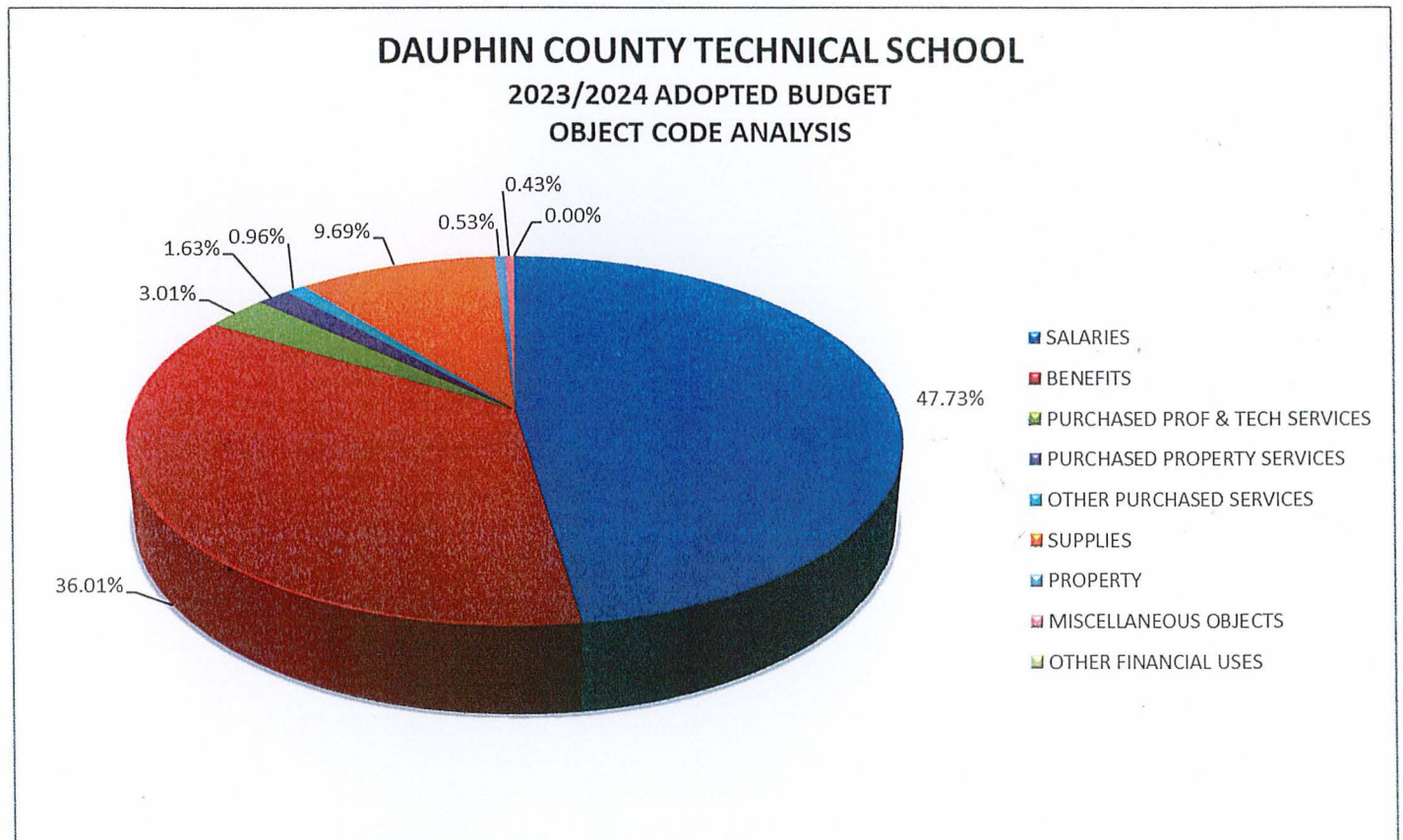
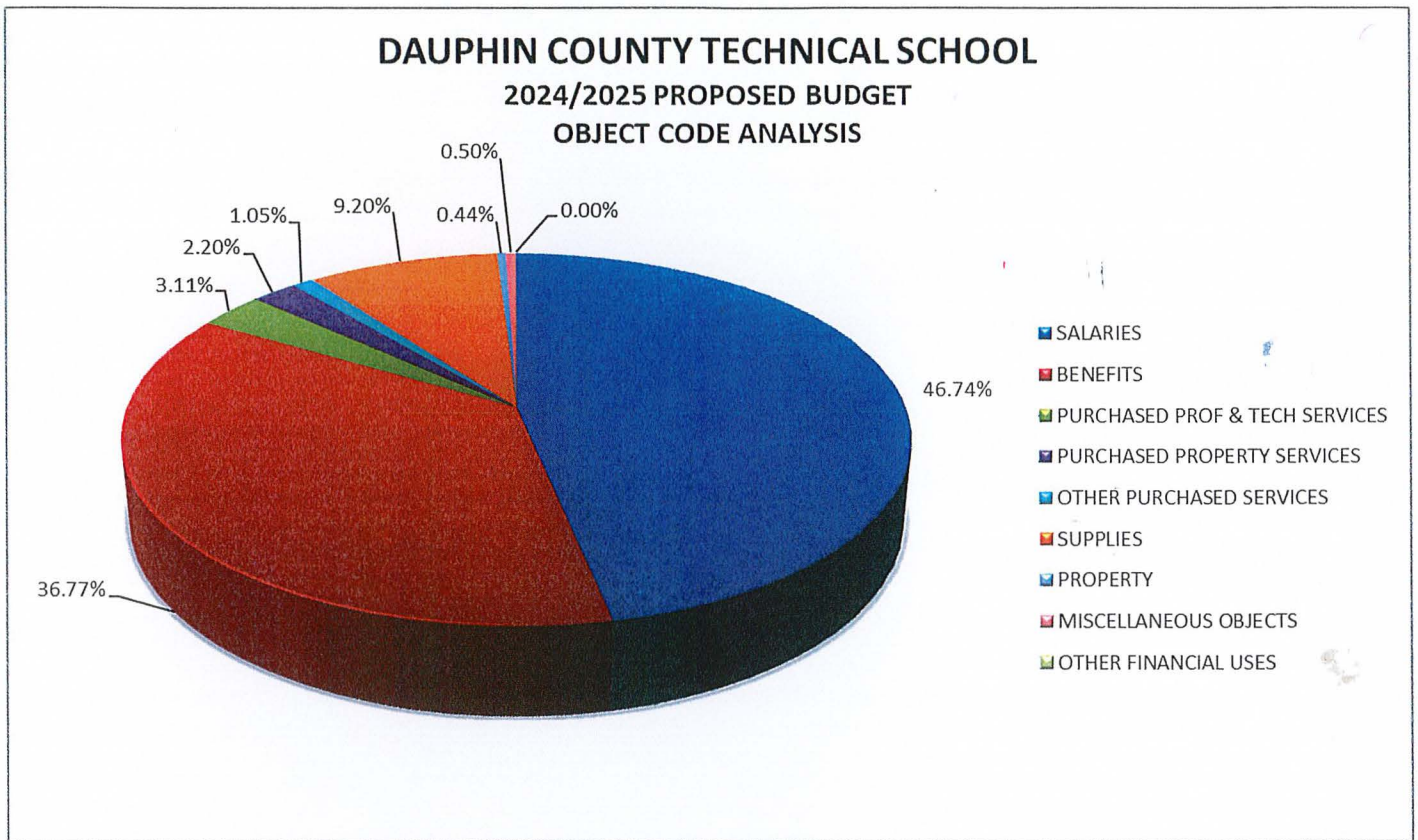
600 SUPPLIES – Amounts paid for items of an expendable nature that are consumed, worn out, or deteriorate in use. Included are general supplies, electricity, gasoline, books, and periodicals.

700 PROPERTY – Expenditures for the acquisition of fixed/capital assets including initial equipment, additional equipment, replacement of equipment, and building improvements.

800 OTHER OBJECTS – Amounts paid for goods and services not otherwise classified in the 100 to 700 services. Included are dues and fees.

900 OTHER FINANCIAL USES – Classifies transactions which record redemption of principal on long-term debt, authority obligations, and fund transfers.

2024/2025 Proposed Budget vs 2023/2024 Adopted Budget: Object Code Analysis



Dauphin County Technical School **Debt Service Payments - \$19.405 Million Debt Issuance, Series 2015**

School Districts:	<u>Ratio to Consortium *</u>	<u>Estimated Principal</u>	<u>Estimated Interest</u>	<u>Total</u>
Central Dauphin	45.45%	647,662.50	133,295.76	780,958.26
Derry Township	16.72%	238,260.00	49,036.42	287,296.42
Halifax Area	2.68%	38,190.00	7,859.90	46,049.90
Lower Dauphin	12.88%	183,540.00	37,774.46	221,314.46
Middletown Area	9.50%	135,375.00	27,861.60	163,236.60
Susquehanna Township	12.76%	181,830.00	37,422.53	219,252.53
		<u>1,425,000.00</u>	<u>293,280.00</u>	<u>1,718,280.00</u>

<u>Year</u>	<u>Rate</u>	<u>Principal</u>	<u>Interest</u>	<u>Subtotal</u>
2025	5.000%	1,425,000.00	293,280.00	1,718,280.00
2026	2.350%	1,475,000.00	240,323.75	1,715,323.75
2027	2.550%	1,515,000.00	203,676.25	1,718,676.25
2028	2.700%	1,550,000.00	163,435.00	1,713,435.00
2029	2.800%	1,595,000.00	120,180.00	1,715,180.00
2030	2.875%	1,640,000.00	74,275.00	1,714,275.00
2031	3.000%	1,690,000.00	25,350.00	1,715,350.00
		<u>10,890,000.00</u>	<u>1,120,520.00</u>	<u>12,010,520.00</u>

* Estimated Ratio to Consortium - payments are allocated according to the annual State Tax Equalization Board Market Values at the time such rental payments are due.

** The Series of 2015 refunded the Series of 2007 Debt Issuance.

Dauphin County Technical School Capital Reserve Calculation Fiscal Year 2024-2025

Member District	2022 Market Value	Ratio to Consortium	Estimated Contribution
Central Dauphin	8,742,625,066	40.55%	\$ 10,136.89
Derry Township	3,216,471,730	14.92%	\$ 3,729.43
Halifax Area	515,985,106	2.39%	\$ 598.27
Harrisburg	2,325,974,443	10.79%	\$ 2,696.92
Lower Dauphin	2,478,179,642	11.49%	\$ 2,873.40
Middletown	1,827,612,054	8.48%	\$ 2,119.08
Susquehanna Township	2,454,556,073	11.38%	\$ 2,846.01
Totals	21,561,404,114	100.00%	\$ 25,000.00

(Note: Market Value is based on the State Tax Equalization Board Report obtained from the Dauphin County Assessment Office)

Per the Joint Board Resolution, dated January 31, 2023, additional funding of the Capital Reserve Fund shall occur at the end of each fiscal year, shall be in a total sum not less than \$25,000 each year, as established by 2/3 vote of the members of the JOC at its April meeting, and shall be paid (or credited from unexpended funds) on or before the end of each fiscal year.

**Dauphin County Technical School
Reserve Balances
As of March 31, 2024**

<u>Capital Reserve</u>	<u>Amount</u>
Beginning Balance (07/01/23)	2,630,656.38
Interest (thru 03/31/23)	12,596.23
Approved Expenditures	(1,746,569.14)
Reserve Balance (03/31/24)	<u><u>896,683.47</u></u>

**** The fund balance shall be determined by the JOC.**

2023/2024 utilization for competitive equipment grant; cafeteria expansion

<u>Health Care Reserve</u>	<u>Amount</u>
Beginning Balance (07/01/23)	681,708.83
Interest (thru 03/31/24)	6,378.09
Reserve Balance (03/31/24)	<u><u>688,086.92</u></u>

**** The fund balance shall not exceed 5% of the amount of the proposed expenditures for the current fiscal year.**

<u>PSERS Reserve</u>	<u>Amount</u>
Beginning Balance (07/01/23)	-
Interest (thru 03/31/24)	-
Reserve Balance (03/31/24)	<u><u>-</u></u>

**** The fund balance shall not exceed 15% of the amount of the proposed expenditures for the current fiscal year.**

Final utilization of PSERS Reserve was in 2020/2021

Dauphin County Technical School
Member District Contribution & Non-Member Tuition Calculation
Fiscal Year 2024-2025

April 10, 2024

Enrollment & Contribution

Member District	5 Yr. Average Enrollment	% of Enrollment	2024-2025 Proposed Contribution	2023-2024 Approved Contribution	% Change	\$ Change
Central Dauphin	458.89	45.42%	\$ 7,363,894	\$ 7,289,565	1.0%	\$ 74,329
Derry Township	34.25	3.39%	\$ 549,664	\$ 587,380	-6.4%	\$ (37,716)
Halifax Area	52.68	5.21%	\$ 845,334	\$ 851,750	-0.8%	\$ (6,416)
Harrisburg	207.80	20.57%	\$ 3,334,590	\$ 3,265,469	2.1%	\$ 69,121
Lower Dauphin	72.68	7.19%	\$ 1,166,229	\$ 1,070,517	8.9%	\$ 95,712
Middletown Area	54.27	5.37%	\$ 870,833	\$ 883,779	-1.5%	\$ (12,946)
Susquehanna Township	129.77	12.84%	\$ 2,082,492	\$ 1,890,729	10.1%	\$ 191,763
Totals	1010.34	100.00%	\$ 16,213,036	\$ 15,839,189	2.4%	\$ 373,847

Non-Member Tuition Calculation

	<u>FY 24-25</u>	<u>FY 23-24</u>	
Total Budget/Tuition Base	\$ 21,054,488		
Tuition Base/Projected Enrollment	\$ 19,316.04	\$ 19,275.94	
Average Annual Debt Payment/Enrollment *	\$ 1,866.60	1,866.60	
(To be added to tuition until 2031)	\$ 21,182.64	21,142.54	
<i>Tuition Reduction for 2024-2025</i>	\$ (82.64)	(567.54)	
TUITION 2024-2025	\$ 21,100.00	\$ 20,575.00	2.55%

* Approved by JOC 2/08 to be added until 2031 (\$1,658,643 / 888.59)

Projected Tuition Enrollment	25	32
Projected Tuition Revenue	\$ 480,835.10	\$ 598,668.92
Projected Debt Service Revenue	\$ 46,665.00	\$ 59,731.20

2023-2024 Enrollment as of Mar 31st

	9th	10th	11th	12th	Total
Millersburg Area	0	2	1	4	7
Steelton Highspire	0	12	3	4	19
Upper Dauphin	0	3	3	0	6
Commonwealth Charter	1	0	0	0	1
	1	17	7	8	33

Tuition	2024-2025 Contribution/ Avg. Enrollment	2023-2024 Contribution/ Avg. Enrollment	Increase
Member District - w/o debt	\$ 16,047.19	\$ 15,840.03	\$ 207.16
Tuition District - w/o debt	\$ 19,233.40	\$ 18,708.40	\$ 525.00
Tuition District *	\$ 21,100.00	\$ 20,575.00	\$ 525.00
* \$83 tuition reduction	\$ 3,186.22		
	Non-Member District Variance		

	Approved 2023-2024	3/31/2024 Actual 2023-2024	Anticipated 2023-2024	Proposed 2024-2025	Increase/ (Decrease)		Estimated 2025-2026		Estimated 2026-2027		Estimated 2027-2028	
Revenues												
Local												
Central Dauphin	7,289,565	7,289,565	7,289,565	7,363,894	74,329	1.0%	7,767,987	5.5%	8,058,987	3.7%	8,332,366	3.4%
Derry Township	587,380	587,380	587,380	549,664	(37,716)	-6.4%	579,827	5.4%	601,548	3.7%	621,954	3.4%
Halifax Area	851,750	851,750	851,750	845,334	(6,416)	-0.8%	891,721	5.6%	925,126	3.7%	956,509	3.4%
Harrisburg	3,265,469	3,265,469	3,265,469	3,334,590	69,121	2.1%	3,517,574	5.5%	3,649,348	3.7%	3,773,143	3.4%
Lower Dauphin	1,070,517	1,070,517	1,070,517	1,166,229	95,712	8.9%	1,230,226	5.6%	1,276,312	3.7%	1,319,608	3.4%
Middletown Area	883,779	883,779	883,779	870,833	(12,946)	-1.5%	918,619	5.5%	953,032	3.7%	985,361	3.4%
Susquehanna Township	1,890,729	1,890,729	1,890,729	2,082,492	191,763	10.1%	2,196,768	5.6%	2,279,062	3.7%	2,356,373	3.4%
Tuition Districts (25 budgeted students vs 32 budgeted for 23/24)	598,670	465,337	591,840	480,835	(117,835)	-19.7%	545,334	13.4%	563,550	3.3%	581,963	3.3%
Interest	17,000	21,796	28,000	28,000	11,000	64.7%	25,000	-10.7%	25,000	0.0%	25,000	0.0%
Employees Insurance Contributions	115,000	79,166	113,000	117,895	2,895	2.5%	118,000	0.1%	120,000	1.7%	122,000	1.7%
Retirees Insurance Contributions	40,000	55,685	55,685	38,500	(1,500)	-3.8%	40,000	3.9%	40,000	0.0%	40,000	0.0%
Energy Curtailment	8,037	-	-	9,000	963	12.0%	10,000	11.1%	10,000	0.0%	10,000	0.0%
Health Care Rebates & Reimbursements	350,000	108,926	284,000	400,000	50,000	14.3%	300,000	-25.0%	300,000	0.0%	300,000	0.0%
E-Rate	-	-	-	23,000	23,000	n/a	-	0.0%	-	0.0%	-	0.0%
Misc. Revenue	40,000	19,938	30,000	40,000	-	0.0%	35,000	-12.5%	35,000	0.0%	35,000	0.0%
Heath Care Fund Balance Contribution	-	-	-	300,000	(300,000)	n/a	100,000	-66.7%	50,000	-50.0%	50,000	0.0%
State Subsidies												
Career & Technical Education	1,219,079	733,198	1,198,448	1,334,130	115,051	9.4%	1,335,000	0.1%	1,340,000	0.4%	1,345,000	0.4%
Health Services	19,400	19,107	19,107	20,300	900	4.6%	21,000	3.4%	21,000	0.0%	21,000	0.0%
Social Security	366,928	166,954	380,441	396,497	29,569	8.1%	412,999	4.2%	427,454	3.5%	442,415	3.5%
Retirement	1,626,438	746,793	1,595,140	1,653,295	26,857	1.7%	1,768,322	7.0%	1,866,586	5.6%	1,960,832	5.0%
	20,239,741	18,256,089	20,134,850	21,054,488	814,747	4.0%	21,813,377	3.6%	22,542,005	3.3%	23,278,524	3.3%
Expenditures												
Fixed (School-Wide)												
Salaries	9,661,386	6,332,660	9,383,177	9,841,726	180,340	1.9%	10,186,186	3.5%	10,542,703	3.5%	10,911,698	3.5%
Retirement [33.90% vs. 34.00%]	3,252,876	2,134,914	3,190,280	3,306,590	53,714	1.7%	3,536,644	7.0%	3,733,171	5.6%	3,921,664	5.0%
Tuition Reimbursement	160,000	133,646	153,647	178,000	18,000	11.3%	180,000	1.1%	180,000	0.0%	180,000	0.0%
Health Care - Medical, Rx, Vision, Dental	3,056,071	2,821,950	3,559,083	3,425,916	369,845	12.1%	3,494,434	2.0%	3,564,323	2.0%	3,635,609	2.0%
Other Benefits - FICA, Life, LTD, WC, UC	820,042	517,887	787,184	830,793	10,751	1.3%	855,640	3.0%	885,587	3.5%	916,583	3.5%
Utilities	547,948	390,532	502,221	551,500	3,552	0.6%	568,045	3.0%	585,086	3.0%	602,639	3.0%
Variable												
Supplies	967,375	634,588	875,407	868,690	(98,685)	-10.2%	881,720	1.5%	894,946	1.5%	908,370	1.5%
Books	56,035	46,365	48,597	60,255	4,220	7.5%	64,000	6.2%	68,000	6.3%	72,000	5.9%
Technology Supplies	459,663	384,880	439,206	522,753	63,090	13.7%	550,000	5.2%	570,000	3.6%	590,000	3.5%
Equipment [Restaurant Furniture; Welding Table]	31,100	39,450	39,450	11,100	(20,000)	-64.3%	-	-100.0%	-	N/A	-	N/A
Services	971,495	671,274	844,309	1,174,650	203,155	20.9%	1,192,270	1.5%	1,210,154	1.5%	1,228,306	1.5%
Building Improvements [HVAC Controllers; UPS]	76,000	75,738	78,644	80,500	4,500	5.9%	100,000	24.2%	100,000	0.0%	100,000	0.0%
Travel & Food	92,545	46,193	77,495	97,150	4,605	5.0%	98,000	0.9%	100,000	2.0%	102,000	2.0%
Transfers [Adult Education & Cafeteria]	-	-	-	-	-	n/a	-	N/A	-	N/A	-	N/A
Miscellaneous	87,205	26,437	65,919	104,865	17,660	20.3%	106,438	1.5%	108,035	1.5%	109,655	1.5%
	20,239,741	14,256,514	20,044,619	21,054,488	814,747	4.0%	21,813,377	3.6%	22,542,005	3.3%	23,278,524	3.3%

Estimated Surplus for 2023/2024 90,231

Bldg Impr: HVAC Controllers; Misc HVAC Controllers; Misc HVAC Controllers; Misc

Thank you

For

Your

Support

Resolution Authorizing 2024-2025 Proposed Final Budget Display and Advertising

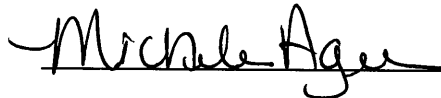
RESOLVED, by the Board of School Directors of Derry Township School District as follows:

The School District shall make the Proposed 2024-2025 Final Budget as presented to the

1. School Board on May 6, 2024, available for public inspection at least 20 days before the date scheduled for adoption of the Final Budget.
2. At least 10 days before the date scheduled for adoption of the Final Budget, the Secretary shall advertise a **Final Budget Notice** in substantially the form as presented to the School Board. The notice shall be advertised once in a newspaper of general circulation and shall be posted conspicuously at the School District offices and website.

I certify that the foregoing is a true and correct copy of the Resolution adopted by the Board of School Directors at a meeting thereof legally held on May 6, 2024

DERRY TOWNSHIP SCHOOL DISTRICT

 _____, Board Secretary

Date: May 6, 2024

FINAL GENERAL FUND BUDGET

Fiscal Year 2024-2025

PROPOSED FINAL BUDGET

General Fund Budget Approval

Date of Adoption of the General Fund Budget:

President of the Board - Original Signature Required

Date

Secretary of the Board - Original Signature Required

Date

Chief School Administrator - Original Signature Required

Date

Sheryl J Pursel

(717)531-2243

Extn :

Contact Person

Telephone

Extension

spursel@hershey.k12.pa.us

Email Address

CERTIFICATION OF ESTIMATED ENDING FUND BALANCE
FROM 2024-2025 GENERAL FUND BUDGET

24 PS 6-688

(10/2010)

SCHOOL DISTRICT : Derry Township SD	COUNTY : Dauphin	AUN : 115221753
--	---------------------	--------------------

No school district shall approve an increase in real property taxes unless it has adopted a budget that includes an estimated, ending unreserved undesignated fund balance (unassigned) less than the specified percentage of its total budgeted expenditures:

Total Budgeted Expenditures	Fund Balance % Limit (less than)
Less Than or Equal to \$11,999,999	12.0%
Between \$12,000,000 and \$12,999,999	11.5%
Between \$13,000,000 and \$13,999,999	11.0%
Between \$14,000,000 and \$14,999,999	10.5%
Between \$15,000,000 and \$15,999,999	10.0%
Between \$16,000,000 and \$16,999,999	9.5%
Between \$17,000,000 and \$17,999,999	9.0%
Between \$18,000,000 and \$18,999,999	8.5%
Greater Than or Equal to \$19,000,000	8.0%

Did you raise property taxes in SY 2024-2025 (compared to 2023-2024)?

Yes☒

No☐

If yes, see information below, taken from the 2024-2025 General Fund Budget.

Total Budgeted Expenditures	\$76989733
Ending Unassigned Fund Balance	\$5242016
Ending Unassigned Fund Balance as a percentage (%) of Total Budgeted Expenditures	6.80%

The Estimated Ending Unassigned Fund Balance is within the allowable limits.

Yes☒

No☐

I hereby certify that the above information is accurate and complete.

SIGNATURE OF SUPERINTENDENT	DATE
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DUE DATE: AUGUST 15, 2024

**CERTIFICATION OF USE OF PDE-2028
FOR PUBLIC INSPECTION OF 2024-2025 PROPOSED BUDGET**

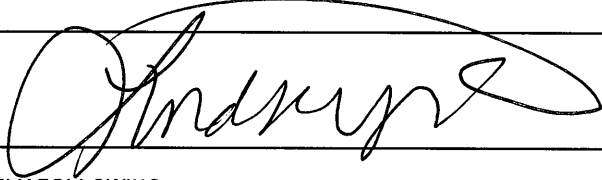
24 PS 6-687(a)(1)

(03/2006)

School District Name : Derry Township SD	County : Dauphin	AUN Number : 115221753
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Section 687(a)(1) of the School Code requires the president of the board of school directors of each school district to certify to the Department of Education that the proposed budget was prepared, presented and will be made available for public inspection using the uniform form prepared and furnished by the Department of Education.

I hereby certify that the above information is accurate and complete.

SIGNATURE OF SCHOOL BOARD PRESIDENT 	DATE May 6, 2024
--	----------------------------

DUE DATE: IMMEDIATELY FOLLOWING
ADOPTION OF PROPOSED
FINAL GENERAL FUND BUDGET

<u>Val Number</u>	<u>Description</u>	<u>Justification</u>
1010	Budget Approval Date is required before submission on Contact Screen and cannot be a future date.	
2300	Tax Data: 7340 State Property Tax Reduction Allocation amount entered must match PDE amount. Please correct on Tax Data Screen. 7340 LEA Amount: \$850,227.00 7340 PDE Amount: \$0.00	
8080	Ending Fund Balance Entry and Budgetary Reserve: If 0850 Estimated Ending Unassigned Fund Balance is not equal to 0, a justification must be entered below.	These funds will be used for unexpected expenditures or decrease in revenues that may arise during the year.
8150	Ending Fund Balance Entry and Budgetary Reserve: If 0830 Committed Fund Balance is not equal to 0, a justification must be entered below.	These funds are committed for Capital Reseve Elementary School Building Project and Health Benefits.

<u>ITEM</u>	<u>AMOUNTS</u>	
Estimated Beginning Unreserved Fund Balance Available for Appropriation and Reserves Scheduled For Liquidation During The Fiscal Year		
0810 Nonspendable Fund Balance	274,087	
0820 Restricted Fund Balance		
0830 Committed Fund Balance	9,500,000	
0840 Assigned Fund Balance		
0850 Unassigned Fund Balance	5,267,866	
Total Estimated Beginning Unreserved Fund Balance Available for Appropriation and Reserves Scheduled For Liquidation During The Fiscal Year		<u>\$14,767,866</u>
Estimated Revenues And Other Financing Sources		
6000 Revenue from Local Sources	56,863,839	
7000 Revenue from State Sources	16,108,394	
8000 Revenue from Federal Sources	959,130	
9000 Other Financing Sources	2,032,520	
Total Estimated Revenues And Other Financing Sources		<u>\$75,963,883</u>
Total Estimated Fund Balance, Revenues, and Other Financing Sources Available for Appropriation		<u>\$90,731,749</u>

	<u>Amount</u>
REVENUE FROM LOCAL SOURCES	
6111 Current Real Estate Taxes	41,088,395
6112 Interim Real Estate Taxes	100,000
6113 Public Utility Realty Taxes	45,000
6114 Payments in Lieu of Current Taxes - State / Local	1,100,000
6140 Current Act 511 Taxes - Flat Rate Assessments	160,000
6150 Current Act 511 Taxes - Proportional Assessments	11,300,000
6400 Delinquencies on Taxes Levied / Assessed by the LEA	1,225,000
6500 Earnings on Investments	900,000
6700 Revenues from LEA Activities	215,000
6800 Revenues from Intermediary Sources / Pass-Through Funds	365,444
6910 Rentals	65,000
6940 Tuition from Patrons	100,000
6960 Services Provided Other Local Governmental Units / LEAs	200,000
REVENUE FROM LOCAL SOURCES	\$56,863,839
REVENUE FROM STATE SOURCES	
7111 Basic Education Funding-Formula	5,673,664
7271 Special Education funds for School-Aged Pupils	1,635,130
7311 Pupil Transportation Subsidy	450,000
7312 Nonpublic and Charter School Pupil Transportation Subsidy	63,000
7320 Rental and Sinking Fund Payments / Building Reimbursement Subsidy	84,051
7330 Health Services (Medical, Dental, Nurse, Act 25)	70,000
7340 State Property Tax Reduction Allocation	850,227
7360 Safe Schools	181,624
7505 Ready to Learn Block Grant	225,559
7599 Other State Revenue Not Listed Elsewhere in the 7000 Series	37,500
7810 State Share of Social Security and Medicare Taxes	1,258,915
7820 State Share of Retirement Contributions	5,578,724
REVENUE FROM STATE SOURCES	\$16,108,394
REVENUE FROM FEDERAL SOURCES	
8514 Title I - Improving the Academic Achievement of the Disadvantaged	526,457
8515 Title II - Preparing, Training, and Recruiting High Quality Teachers and Principals	80,232
8517 Title IV - 21st Century Schools	48,141
8810 School-Based Access Medicaid Reimbursement Program (SBAP) Reimbursements (Access)	304,300
REVENUE FROM FEDERAL SOURCES	\$959,130

LEA : 115221753 Derry Township SD

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	<u>Amount</u>
OTHER FINANCING SOURCES	
9390 Permanent Fund Transfers	1,932,520
9400 Sale of or Compensation for Loss of Fixed Assets	100,000
OTHER FINANCING SOURCES	\$2,032,520
TOTAL ESTIMATED REVENUES AND OTHER SOURCES	75,963,883

Act 1 Index (current): 5.3%

Calculation Method:	Rate	
Approx. Tax Revenue from RE Taxes:	\$41,088,395	
Amount of Tax Relief for Homestead Exclusions	<u>\$850,227</u>	
Total Approx. Tax Revenue:	\$41,938,622	
Approx. Tax Levy for Tax Rate Calculation:	\$43,122,238	
	Dauphin	Total

2023-24 Data		
a. Assessed Value	\$2,118,413,240	\$2,118,413,240
b. Real Estate Mills	19.9595	
I. 2024-25 Data		
c. 2022 STEB Market Value	\$3,216,471,730	\$3,216,471,730
d. Assessed Value	\$2,120,206,200	\$2,120,206,200
e. Assessed Value of New Constr/ Renov	\$0	\$0
2023-24 Calculations		
f. 2023-24 Tax Levy	\$42,282,469	\$42,282,469
(a * b)		
2024-25 Calculations		
g. Percent of Total Market Value	100.00000%	100.00000%
h. Rebalanced 2023-24 Tax Levy	\$42,282,469	\$42,282,469
(f Total * g)		
i. Base Mills Subject to Index	19.9595	
(h / a * 1000) if no reassessment		
(h / (d-e) * 1000) if reassessment		
Calculation of Tax Rates and Levies Generated		
j. Weighted Avg. Collection Percentage	97.20000%	97.20000%
k. Tax Levy Needed	\$43,122,238	\$43,122,238
(Approx. Tax Levy * g)		
I. 2024-25 Real Estate Tax Rate	20.3387	
(k / d * 1000)		
III. m. Tax Levy Generated by Mills	\$43,122,238	\$43,122,238
(I / 1000 * d)		
n. Tax Levy minus Tax Relief for Homestead Exclusions		\$42,272,011
(m - Amount of Tax Relief for Homestead Exclusions)		
o. Net Tax Revenue Generated By Mills		\$41,088,395
(n * Est. Pct. Collection)		

Act 1 Index (current): 5.3%

Calculation Method:	Rate	
Approx. Tax Revenue from RE Taxes:	\$41,088,395	
Amount of Tax Relief for Homestead Exclusions	<u>\$850,227</u>	
Total Approx. Tax Revenue:	\$41,938,622	
Approx. Tax Levy for Tax Rate Calculation:	\$43,122,238	
	Dauphin	Total

Index Maximums		
p. Maximum Mills Based On Index (i * (1 + Index))	21.0173	
q. Mills In Excess of Index (if (l > p), (l - p))	0.0000	
r. Maximum Tax Levy Based On Index (p / 1000 * d)	\$44,561,010	\$44,561,010
IV. s. Millage Rate within Index? (If l > p Then No)	Yes	
t. Tax Levy In Excess of Index (if (m > r), (m - r))	\$0	\$0
u. Tax Revenue In Excess of Index (t * Est. Pct. Collection)	\$0	\$0

Information Related to Property Tax Relief		
V. Assessed Value Exclusion per Homestead	\$7,821.00	
Number of Homestead/Farmstead Properties	5345	5345
Median Assessed Value of Homestead Properties		\$163,200

Act 1 Index (current): 5.3%

Calculation Method:	Rate
Approx. Tax Revenue from RE Taxes:	\$41,088,395
Amount of Tax Relief for Homestead Exclusions	<u>\$850,227</u>
Total Approx. Tax Revenue:	\$41,938,622
Approx. Tax Levy for Tax Rate Calculation:	\$43,122,238
	Dauphin
	Total

State Property Tax Reduction Allocation used for: Homestead Exclusions	\$850,227	Lowering RE Tax Rate	\$0	\$850,227
Prior Year State Property Tax Reduction Allocation used for: Homestead Exclusions	\$0			\$0
Amount of Tax Relief from State/Local Sources				\$850,227

CODE									
6111 <u>Current Real Estate Taxes</u>				<u>Amount of Tax Relief for Homestead Exclusions</u>		<u>Tax Levy Minus Homestead Exclusions</u>		<u>Net Tax Revenue Generated By Mills</u>	
<u>County Name</u>	<u>Taxable Assessed Value</u>	<u>Real Estate Mills</u>	<u>Tax Levy Generated by Mills</u>				<u>Percent Collected</u>		
Dauphin	2,120,206,200	20.3387	43,122,238				97.20000%		
Totals:	2,120,206,200		43,122,238	-	850,227	=	42,272,011	X	97.20000% = 41,088,395
				<u>Rate</u>	<u>Estimated Revenue</u>				
6120	<u>Current Per Capita Taxes, Section 679</u>			\$0.00	0				
6140	<u>Current Act 511 Taxes – Flat Rate Assessments</u>			<u>Rate</u>	<u>Add'l Rate (if appl.)</u>	<u>Tax Levy</u>	<u>Estimated Revenue</u>		
6141	Current Act 511 Per Capita Taxes			\$0.00	\$0.00	0	0		
6142	Current Act 511 Occupation Taxes – Flat Rate			\$0.00	\$0.00	0	0		
6143	Current Act 511 Local Services Taxes			\$5.00	\$0.00	160,000	160,000		
6144	Current Act 511 Trailer Taxes			\$0.00	\$0.00	0	0		
6145	Current Act 511 Business Privilege Taxes – Flat Rate			\$0.00	\$0.00	0	0		
6146	Current Act 511 Mechanical Device Taxes – Flat Rate			\$0.00	\$0.00	0	0		
6149	Current Act 511 Taxes, Other Flat Rate Assessments			\$0.00	\$0.00	0	0		
Total Current Act 511 Taxes – Flat Rate Assessments						160,000	160,000		
6150	<u>Current Act 511 Taxes – Proportional Assessments</u>			<u>Rate</u>	<u>Add'l Rate (if appl.)</u>	<u>Tax Levy</u>	<u>Estimated Revenue</u>		
6151	Current Act 511 Earned Income Taxes			0.500%	0.000%	6,300,000	6,300,000		
6152	Current Act 511 Occupation Taxes			250.00000	0.000	2,250,000	2,250,000		
6153	Current Act 511 Real Estate Transfer Taxes			0.500%	0.000%	1,100,000	1,100,000		
6154	Current Act 511 Amusement Taxes			0.500%	0.000%	1,650,000	1,650,000		
6155	Current Act 511 Business Privilege Taxes			0.000	0.000	0	0		
6156	Current Act 511 Mechanical Device Taxes – Percentage			0.000%	0.000%	0	0		
6157	Current Act 511 Mercantile Taxes			0.000	0.000	0	0		
6159	Current Act 511 Taxes, Other Proportional Assessments			0	0	0	0		
Total Current Act 511 Taxes – Proportional Assessments						11,300,000	11,300,000		
Total Act 511, Current Taxes							11,460,000		
Act 511 Tax Limit -->					3,216,471,730	X	12	38,597,661	
					Market Value		Mills	(511 Limit)	

Tax Function	Description	Tax Rate Charged in:		Percent Change in Rate	Less than or equal to Index	Index	Additional Tax Rate Charged in:		Percent Change in Rate	Less than or equal to Index
		2023-24 (Rebalanced)	2024-25				2023-24 (Rebalanced)	2024-25		
6111	<u>Current Real Estate Taxes</u>									
	Dauphin	19.9595	20.3387	1.90%	Yes	5.3%				
	<u>Current Act 511 Taxes – Flat Rate Assessments</u>									
6142	Current Act 511 Occupation Taxes - Flat Rate					5.3%				
6143	Current Act 511 Local Services Taxes	\$5.00	\$5.00	0.00%	Yes	5.3%				
	<u>Current Act 511 Taxes – Proportional Assessments</u>									
6151	Current Act 511 Earned Income Taxes	0.500%	0.500%	0.00%	Yes	5.3%				
6152	Current Act 511 Occupation Taxes	250.0000	250.00000	0.00%	Yes	5.3%				
6153	Current Act 511 Real Estate Transfer Taxes	0.500%	0.500%	0.00%	Yes	5.3%				
6154	Current Act 511 Amusement Taxes	0.500%	0.500%	0.00%	Yes	5.3%				

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<u>Description</u>	<u>Amount</u>
1000 Instruction	
1100 Regular Programs - Elementary / Secondary	32,268,152
1200 Special Programs - Elementary / Secondary	9,940,315
1300 Vocational Education	1,661,045
1400 Other Instructional Programs - Elementary / Secondary	150,848
1700 Higher Education Programs for Secondary Students	150,000
Total Instruction	\$44,170,360
2000 Support Services	
2100 Support Services - Students	2,284,391
2200 Support Services - Instructional Staff	3,073,841
2300 Support Services - Administration	4,391,185
2400 Support Services - Pupil Health	1,250,634
2500 Support Services - Business	874,854
2600 Operation and Maintenance of Plant Services	6,705,975
2700 Student Transportation Services	3,512,374
2800 Support Services - Central	1,921,579
2900 Other Support Services	52,269
Total Support Services	\$24,067,102
3000 Operation of Non-Instructional Services	
3200 Student Activities	1,785,803
3300 Community Services	13,833
Total Operation of Non-Instructional Services	\$1,799,636
5000 Other Expenditures and Financing Uses	
5100 Debt Service / Other Expenditures and Financing Uses	290,000
5200 Interfund Transfers - Out	6,662,635
Total Other Expenditures and Financing Uses	\$6,952,635
Total Estimated Expenditures and Other Financing Uses	\$76,989,733

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<u>Description</u>	<u>Amount</u>
1000 Instruction	
1100 <u>Regular Programs - Elementary / Secondary</u>	
100 Personnel Services - Salaries	16,609,760
200 Personnel Services - Employee Benefits	11,853,252
300 Purchased Professional and Technical Services	795,885
400 Purchased Property Services	542,092
500 Other Purchased Services	1,162,589
600 Supplies	1,201,570
700 Property	21,303
800 Other Objects	81,701
Total Regular Programs - Elementary / Secondary	\$32,268,152
1200 <u>Special Programs - Elementary / Secondary</u>	
100 Personnel Services - Salaries	4,145,067
200 Personnel Services - Employee Benefits	2,868,961
300 Purchased Professional and Technical Services	2,129,000
400 Purchased Property Services	249
500 Other Purchased Services	704,400
600 Supplies	90,788
800 Other Objects	1,850
Total Special Programs - Elementary / Secondary	\$9,940,315
1300 <u>Vocational Education</u>	
100 Personnel Services - Salaries	604,208
200 Personnel Services - Employee Benefits	453,561
300 Purchased Professional and Technical Services	800
400 Purchased Property Services	2,400
500 Other Purchased Services	558,159
600 Supplies	36,436
800 Other Objects	5,481
Total Vocational Education	\$1,661,045
1400 <u>Other Instructional Programs - Elementary / Secondary</u>	
100 Personnel Services - Salaries	36,627
200 Personnel Services - Employee Benefits	19,246
300 Purchased Professional and Technical Services	75,000
500 Other Purchased Services	4,000
600 Supplies	12,600
800 Other Objects	3,375
Total Other Instructional Programs - Elementary / Secondary	\$150,848
1700 <u>Higher Education Programs for Secondary Students</u>	
500 Other Purchased Services	150,000
Total Higher Education Programs for Secondary Students	\$150,000
Total Instruction	\$44,170,360
2000 Support Services	
2100 <u>Support Services - Students</u>	
100 Personnel Services - Salaries	1,297,214

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<u>Description</u>		<u>Amount</u>
200	Personnel Services - Employee Benefits	926,351
300	Purchased Professional and Technical Services	20,600
500	Other Purchased Services	1,780
600	Supplies	35,381
800	Other Objects	3,065
Total Support Services - Students		\$2,284,391
2200 <u>Support Services - Instructional Staff</u>		
100	Personnel Services - Salaries	1,737,647
200	Personnel Services - Employee Benefits	1,111,266
300	Purchased Professional and Technical Services	100,268
400	Purchased Property Services	1,767
500	Other Purchased Services	20,760
600	Supplies	77,381
800	Other Objects	24,752
Total Support Services - Instructional Staff		\$3,073,841
2300 <u>Support Services - Administration</u>		
100	Personnel Services - Salaries	2,201,908
200	Personnel Services - Employee Benefits	1,587,384
300	Purchased Professional and Technical Services	367,719
400	Purchased Property Services	31,822
500	Other Purchased Services	58,770
600	Supplies	95,888
800	Other Objects	47,694
Total Support Services - Administration		\$4,391,185
2400 <u>Support Services - Pupil Health</u>		
100	Personnel Services - Salaries	669,398
200	Personnel Services - Employee Benefits	458,943
300	Purchased Professional and Technical Services	100,640
400	Purchased Property Services	2,306
600	Supplies	18,272
800	Other Objects	1,075
Total Support Services - Pupil Health		\$1,250,634
2500 <u>Support Services - Business</u>		
100	Personnel Services - Salaries	506,740
200	Personnel Services - Employee Benefits	343,114
600	Supplies	5,000
800	Other Objects	20,000
Total Support Services - Business		\$874,854
2600 <u>Operation and Maintenance of Plant Services</u>		
100	Personnel Services - Salaries	2,206,555
200	Personnel Services - Employee Benefits	1,563,638
300	Purchased Professional and Technical Services	187,625
400	Purchased Property Services	973,024
500	Other Purchased Services	305,192
600	Supplies	1,401,296

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<u>Description</u>	<u>Amount</u>
700 Property	30,996
800 Other Objects	37,649
Total Operation and Maintenance of Plant Services	\$6,705,975
2700 <u>Student Transportation Services</u>	
100 Personnel Services - Salaries	1,395,745
200 Personnel Services - Employee Benefits	1,009,970
300 Purchased Professional and Technical Services	10,411
400 Purchased Property Services	18,800
500 Other Purchased Services	663,000
600 Supplies	268,715
700 Property	140,000
800 Other Objects	5,733
Total Student Transportation Services	\$3,512,374
2800 <u>Support Services - Central</u>	
100 Personnel Services - Salaries	575,766
200 Personnel Services - Employee Benefits	432,108
300 Purchased Professional and Technical Services	127,692
500 Other Purchased Services	189,503
600 Supplies	596,510
Total Support Services - Central	\$1,921,579
2900 <u>Other Support Services</u>	
500 Other Purchased Services	52,269
Total Other Support Services	\$52,269
Total Support Services	\$24,067,102
3000 Operation of Non-Instructional Services	
3200 <u>Student Activities</u>	
100 Personnel Services - Salaries	918,464
200 Personnel Services - Employee Benefits	213,368
300 Purchased Professional and Technical Services	196,407
400 Purchased Property Services	67,000
500 Other Purchased Services	104,116
600 Supplies	186,213
700 Property	57,500
800 Other Objects	42,735
Total Student Activities	\$1,785,803
3300 <u>Community Services</u>	
100 Personnel Services - Salaries	7,727
200 Personnel Services - Employee Benefits	1,106
600 Supplies	5,000
Total Community Services	\$13,833
Total Operation of Non-Instructional Services	\$1,799,636
5000 Other Expenditures and Financing Uses	
5100 <u>Debt Service / Other Expenditures and Financing Uses</u>	

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<u>Description</u>	<u>Amount</u>
900 Other Uses of Funds	290,000
Total Debt Service / Other Expenditures and Financing Uses	\$290,000
5200 <u>Interfund Transfers - Out</u>	
900 Other Uses of Funds	6,662,635
Total Interfund Transfers - Out	\$6,662,635
Total Other Expenditures and Financing Uses	\$6,952,635
TOTAL EXPENDITURES	\$76,989,733

LEA : 115221753 Derry Township SD

<u>Cash and Short-Term Investments</u>	<u>06/30/2024 Estimate</u>	<u>06/30/2025 Projection</u>
General Fund	16,500,000	15,500,000
Public Purpose (Expendable) Trust Fund		
Other Comptroller-Approved Special Revenue Funds		
Athletic / School-Sponsored Extra Curricular Activities Fund		
Capital Reserve Fund - § 690, §1850		
Capital Reserve Fund - § 1431	5,500,000	6,000,000
Other Capital Projects Fund	16,000,000	13,000,000
Debt Service Fund		
Food Service / Cafeteria Operations Fund	500,000	525,000
Child Care Operations Fund		
Other Enterprise Funds		
Internal Service Fund		
Private Purpose Trust Fund		
Investment Trust Fund		
Pension Trust Fund		
Activity Fund	175,000	175,000
Other Agency Fund		
Permanent Fund		
Total Cash and Short-Term Investments	\$38,675,000	\$35,200,000

<u>Long-Term Investments</u>	<u>06/30/2024 Estimate</u>	<u>06/30/2025 Projection</u>
General Fund		
Public Purpose (Expendable) Trust Fund		
Other Comptroller-Approved Special Revenue Funds		
Athletic / School-Sponsored Extra Curricular Activities Fund		
Capital Reserve Fund - § 690, §1850		
Capital Reserve Fund - § 1431		
Other Capital Projects Fund		
Debt Service Fund		
Food Service / Cafeteria Operations Fund		
Child Care Operations Fund		
Other Enterprise Funds		
Internal Service Fund		
Private Purpose Trust Fund		
Investment Trust Fund		
Pension Trust Fund		
Activity Fund		
Other Agency Fund		

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<u>Long-Term Investments</u>	<u>06/30/2024 Estimate</u>	<u>06/30/2025 Projection</u>
Permanent Fund		
Total Long-Term Investments		
TOTAL CASH AND INVESTMENTS	\$38,675,000	\$35,200,000

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<u>Long-Term Indebtedness</u>	<u>06/30/2024 Estimate</u>	<u>06/30/2025 Projection</u>
General Fund		
0510 Bonds Payable	38,357,007	33,594,372
0520 Extended-Term Financing Agreements Payable		
0530 Lease and Other Right-To-Use Obligations	497,531	500,000
0540 Accumulated Compensated Absences	1,441,823	1,450,000
0550 Authority Lease Obligations		
0560 Other Post-Employment Benefits (OPEB)	13,007,000	13,500,000
0599 Other Noncurrent Liabilities		
Total General Fund	\$53,303,361	\$49,044,372
Public Purpose (Expendable) Trust Fund		
0510 Bonds Payable		
0520 Extended-Term Financing Agreements Payable		
0530 Lease and Other Right-To-Use Obligations		
0540 Accumulated Compensated Absences		
0550 Authority Lease Obligations		
0560 Other Post-Employment Benefits (OPEB)		
0599 Other Noncurrent Liabilities		
Total Public Purpose (Expendable) Trust Fund		
Other Comptroller-Approved Special Revenue Funds		
0510 Bonds Payable		
0520 Extended-Term Financing Agreements Payable		
0530 Lease and Other Right-To-Use Obligations		
0540 Accumulated Compensated Absences		
0550 Authority Lease Obligations		
0560 Other Post-Employment Benefits (OPEB)		
0599 Other Noncurrent Liabilities		
Total Other Comptroller-Approved Special Revenue Funds		
Athletic / School-Sponsored Extra Curricular Activities Fund		
0510 Bonds Payable		
0520 Extended-Term Financing Agreements Payable		
0530 Lease and Other Right-To-Use Obligations		
0540 Accumulated Compensated Absences		
0550 Authority Lease Obligations		
0560 Other Post-Employment Benefits (OPEB)		
0599 Other Noncurrent Liabilities		
Total Athletic / School-Sponsored Extra Curricular Activities Fund		

<u>Long-Term Indebtedness</u>	<u>06/30/2024 Estimate</u>	<u>06/30/2025 Projection</u>
Capital Reserve Fund - \$ 690, \$1850		
0510 Bonds Payable		
0520 Extended-Term Financing Agreements Payable		
0530 Lease and Other Right-To-Use Obligations		
0540 Accumulated Compensated Absences		
0550 Authority Lease Obligations		
0560 Other Post-Employment Benefits (OPEB)		
0599 Other Noncurrent Liabilities		
Total Capital Reserve Fund - \$ 690, \$1850		
Capital Reserve Fund - \$ 1431		
0510 Bonds Payable		
0520 Extended-Term Financing Agreements Payable		
0530 Lease and Other Right-To-Use Obligations		
0540 Accumulated Compensated Absences		
0550 Authority Lease Obligations		
0560 Other Post-Employment Benefits (OPEB)		
0599 Other Noncurrent Liabilities		
Total Capital Reserve Fund - \$ 1431		
Other Capital Projects Fund		
0510 Bonds Payable		
0520 Extended-Term Financing Agreements Payable		
0530 Lease and Other Right-To-Use Obligations		
0540 Accumulated Compensated Absences		
0550 Authority Lease Obligations		
0560 Other Post-Employment Benefits (OPEB)		
0599 Other Noncurrent Liabilities		
Total Other Capital Projects Fund		
Debt Service Fund		
0510 Bonds Payable		
0520 Extended-Term Financing Agreements Payable		
0530 Lease and Other Right-To-Use Obligations		
0540 Accumulated Compensated Absences		
0550 Authority Lease Obligations		
0560 Other Post-Employment Benefits (OPEB)		
0599 Other Noncurrent Liabilities		
Total Debt Service Fund		

<u>Long-Term Indebtedness</u>	<u>06/30/2024 Estimate</u>	<u>06/30/2025 Projection</u>
Food Service / Cafeteria Operations Fund		
0510 Bonds Payable		
0520 Extended-Term Financing Agreements Payable		
0530 Lease and Other Right-To-Use Obligations		
0540 Accumulated Compensated Absences		
0550 Authority Lease Obligations		
0560 Other Post-Employment Benefits (OPEB)		
0599 Other Noncurrent Liabilities		
Total Food Service / Cafeteria Operations Fund		
Child Care Operations Fund		
0510 Bonds Payable		
0520 Extended-Term Financing Agreements Payable		
0530 Lease and Other Right-To-Use Obligations		
0540 Accumulated Compensated Absences		
0550 Authority Lease Obligations		
0560 Other Post-Employment Benefits (OPEB)		
0599 Other Noncurrent Liabilities		
Total Child Care Operations Fund		
Other Enterprise Funds		
0510 Bonds Payable		
0520 Extended-Term Financing Agreements Payable		
0530 Lease and Other Right-To-Use Obligations		
0540 Accumulated Compensated Absences		
0550 Authority Lease Obligations		
0560 Other Post-Employment Benefits (OPEB)		
0599 Other Noncurrent Liabilities		
Total Other Enterprise Funds		
Internal Service Fund		
0510 Bonds Payable		
0520 Extended-Term Financing Agreements Payable		
0530 Lease and Other Right-To-Use Obligations		
0540 Accumulated Compensated Absences		
0550 Authority Lease Obligations		
0560 Other Post-Employment Benefits (OPEB)		
0599 Other Noncurrent Liabilities		
Total Internal Service Fund		

<u>Long-Term Indebtedness</u>	<u>06/30/2024 Estimate</u>	<u>06/30/2025 Projection</u>
Private Purpose Trust Fund		
0510 Bonds Payable		
0520 Extended-Term Financing Agreements Payable		
0530 Lease and Other Right-To-Use Obligations		
0540 Accumulated Compensated Absences		
0550 Authority Lease Obligations		
0560 Other Post-Employment Benefits (OPEB)		
0599 Other Noncurrent Liabilities		
Total Private Purpose Trust Fund		
Investment Trust Fund		
0510 Bonds Payable		
0520 Extended-Term Financing Agreements Payable		
0530 Lease and Other Right-To-Use Obligations		
0540 Accumulated Compensated Absences		
0550 Authority Lease Obligations		
0560 Other Post-Employment Benefits (OPEB)		
0599 Other Noncurrent Liabilities		
Total Investment Trust Fund		
Pension Trust Fund		
0510 Bonds Payable		
0520 Extended-Term Financing Agreements Payable		
0530 Lease and Other Right-To-Use Obligations		
0540 Accumulated Compensated Absences		
0550 Authority Lease Obligations		
0560 Other Post-Employment Benefits (OPEB)		
0599 Other Noncurrent Liabilities		
Total Pension Trust Fund		
Activity Fund		
0510 Bonds Payable		
0520 Extended-Term Financing Agreements Payable		
0530 Lease and Other Right-To-Use Obligations		
0540 Accumulated Compensated Absences		
0550 Authority Lease Obligations		
0560 Other Post-Employment Benefits (OPEB)		
0599 Other Noncurrent Liabilities		
Total Activity Fund		

<u>Long-Term Indebtedness</u>	<u>06/30/2024 Estimate</u>	<u>06/30/2025 Projection</u>
Other Agency Fund		
0510 Bonds Payable		
0520 Extended-Term Financing Agreements Payable		
0530 Lease and Other Right-To-Use Obligations		
0540 Accumulated Compensated Absences		
0550 Authority Lease Obligations		
0560 Other Post-Employment Benefits (OPEB)		
0599 Other Noncurrent Liabilities		
Total Other Agency Fund		
Permanent Fund		
0510 Bonds Payable		
0520 Extended-Term Financing Agreements Payable		
0530 Lease and Other Right-To-Use Obligations		
0540 Accumulated Compensated Absences		
0550 Authority Lease Obligations		
0560 Other Post-Employment Benefits (OPEB)		
0599 Other Noncurrent Liabilities		
Total Permanent Fund		
Total Long-Term Indebtedness	\$53,303,361	\$49,044,372

<u>Short-Term Payables</u>	<u>06/30/2024 Estimate</u>	<u>06/30/2025 Projection</u>
General Fund		
Public Purpose (Expendable) Trust Fund		
Other Comptroller-Approved Special Revenue Funds		
Athletic / School-Sponsored Extra Curricular Activities Fund		
Capital Reserve Fund - § 690, §1850		
Capital Reserve Fund - § 1431		
Other Capital Projects Fund		
Debt Service Fund		
Food Service / Cafeteria Operations Fund		
Child Care Operations Fund		
Other Enterprise Funds		
Internal Service Fund		
Private Purpose Trust Fund		
Investment Trust Fund		
Pension Trust Fund		
Activity Fund		
Other Agency Fund		
Permanent Fund		
Total Short-Term Payables		
TOTAL INDEBTEDNESS	\$53,303,361	\$49,044,372

Account Description	Amounts
0810 Nonspendable Fund Balance	274,087
0820 Restricted Fund Balance	
0830 Committed Fund Balance	8,500,000
0840 Assigned Fund Balance	
0850 Unassigned Fund Balance	5,242,016
Total Ending Fund Balance - Committed, Assigned, and Unassigned	\$13,742,016
5900 Budgetary Reserve	
Total Estimated Ending Committed, Assigned, and Unassigned Fund Balance and Budgetary Reserve	\$14,016,103

CAIU BOARD HIGHLIGHTS

The following actions were taken at the **April 25, 2024** meeting, held in the Board Room of the Capital Area Intermediate Unit.

Click [HERE](#) for the 4/25/24 Board Meeting agenda & Attachments

Our Mission: Provides innovative support and services in partnership with schools, families, and communities to build capacity and model courageous leadership to help them be great. #BeGreat

Our Vision: Recognized as a trusted and influential partner in achieving life-changing outcomes in the Capital Area. #ChangingLives

REPORTS/UPDATES

- **2024-25 CAIU Special Education Plan** was available for the Board's review.
- **Upcoming CAIU Graduations**
 - May 22 @ 6pm- Enola Graduation (Hill Top Academy, District Based Classrooms)
 - May 23 @ 6pm - Project Search
 - June 11@ 2pm - LYDC Graduation
- **CAIU Team Reports/Updates:**
 - **Dr. Andrew McCrea, Director of Student Services**, highlighted two articles in the *All-In* newsletter. The *Ready for School Ready to Succeed*, article written by Heather Donovan, is a community initiative in conjunction with the United Way of the Capital Region and the CAIU. This initiative helps families find affordable childcare, connects with CAIU services if applicable, offers help with transportation and translation services, and assists with making sure families have their basic needs met. He also highlighted the article *Empowering Students through Community Based Instruction*, written by Chrissy Derr, Program Supervisor. This program takes learning beyond the confines of the classroom and into Community-Based Instruction (CBI) through immersive experiences in real-world settings. Students are not just learning; they are thriving, growing, and embracing the world around them. In addition, Dr. McCrea highlighted the Special Education Plan that is on the Board agenda for review. The percentage of children served has increased. Regional work is being done across districts with a focus on looking at the increasing numbers and trying to be as cost effective as possible. Dr. McCrea also shared the CAIU's graduation dates. Here are the districts with students we anticipate graduating:
 - Here are the districts with students we anticipate graduating from **district-based classes, Hill Top, or Future Ready-May 22 @ 6pm:**
 - Halifax (1)
 - West Perry (1)
 - CD (2)
 - Susquehanna Township (2)
 - Northern York (1)
 - Steelton (2)
 - Lower Dauphin (1)
 - PA Cyber (1)

Project Search - May 23 @ 6pm

- Susquehanna Township (3)
- Harrisburg (1)
- Derry Township (1)
- Lower Dauphin (1)
- Cumberland Valley (1)

Diakon has its own ceremony, and we are unsure who might be there and graduate.

Loysville- June 11@ 2pm - has a ceremony, none of the hoped for 5 graduates are from our catchment area.

- **Blake Wise, Human Resources Manager**, provided an update on the efforts we are making to get in front of the community, specifically your students, at job fairs. Last week, Blake and the Recruiting & Hiring Specialist attended the Perry County Career Fair. There were over 350 students that attended, and many were interested in educational careers.
- **Maria Hoover, Director of Educational Services**, was unable to attend but attached an update to the agenda on the following: **CAOLACON**: There were 180 people in attendance on March 13-15, 2024. Over 36 different breakout sessions were held, including workshops and table talks. **K'Nex STEM Challenge** student competition winners. **Challenge 24** student competition will be held on May 7 & 8. The **Women in Leadership scholarship**: funded through the CAIU's Innovation Grant that Dr. Jill Neuhard received, provides participants an opportunity to attend the Women of Distinction program on May 20-23, 2024, in Gettysburg, PA. Congratulations to the following women who received the **Women in Leadership Scholarship**: Susan Donat, Shippensburg Area School District; Michele Dubaich, West Perry School District; Leah Kostelac, CAIU; Angie Love, Lower Dauphin School District; Kelly Morris, CAIU
- **Dave Martin, Director of Technology Services**, shared an update on PSSA testing that will be going fully online in a few years. CAIU hosts the server and has a plan and structure in place to support the districts for when the testing goes fully virtual. In addition, Dave reported that more conversations on planning for disaster backup and recovery for our school districts have been happening. A business continuity plan is in place to get school districts back up and running, if needed.
- **Daren Moran, Director of Business**, shared that the South-Central Trust met yesterday to discuss healthcare. The 24-25 rates were approved at a 9.79 % increase which was slightly less than what we budgeted for at 10%. We are trending in the right direction. The General Operating Budget has officially passed and will be submitted to PDE. Thank you for your support.
- **Rennie Gibson, Board Secretary**, reminded the Board that the 2023 Statement of Financial Interest forms are due by May 1.
- **Dr. Andria Saia, Executive Director**, highlighted the *All-In* newsletter and thanked our staff that contributed to the newsletter. Dr. Saia enjoys the opportunity to foster thoughts around belonging topics and highlighted her article on *Building Connections and Resolving Conflict through Perspective Taking*. She also highlighted the Thought Exchange on page 8. The CAIU would appreciate your feedback on how you would best describe our core business. On April 30, Dr. Saia and a group of CAIU staff are participating in the PAIU's Day on the Hill to discuss the following important topics with our legislators: Early Intervention funding, personnel shortages, and IUs owning classroom space.
- **Melanie Gurgio**, Board President, reminded the Board Members that the 23-24 Executive Director evaluation is due by May 1.

APPROVED ACTION ITEMS

- **Approval of Minutes** – March 28, 2024
- **Treasurer's Report for March 2024** – a total of \$10,503,054.28 in receipts and \$15,475,694.72 in expenses.

- **Payment of Bills – March 2024**
- **Summary of Operations for March 2024** showing revenues of \$96,936,781.96 and \$83,938,009.56 in expenses.
- **Budget Administration**
 - 23-24 Budget Revision - Act 89 Non-public Schools
 - 23-24 Budget Revision - Capital Area Mental Health
 - 23-24 Budget Revision - Diakon Center Point
 - 23-24 Budget Revision - Early Intervention ACCESS
 - 23-24 Budget Revision - Early Intervention IDEA Section 611
 - 23-24 Budget Revision - Early Intervention IDEA Section 619
 - 23-24 Budget Revision - Education Leading to Employment & Career Training (ELECT)
 - 23-24 Budget Revision - Hospital Education
 - 23-24 Budget Revision - Loysville Youth Development Center (LYDC)
 - 23-24 Budget Revision - Title I, Part D -Loysville Youth Development Center
 - 23-24 Budget Revision - Medical Assistance Admin Claim
 - 23-24 Budget Revision - Online Learning Association
 - 23-24 Budget Revision - Professional Services
 - 23-24 Original Budget - Rapid Response Team (RRT) Grant
 - 23-24 Budget Revision - School-Age ACCESS
 - 23-24 Budget Revision - State Early Intervention
 - 23-24 Budget Revision - Technology Entrepreneurial
 - 23-24 Budget Revision - Title I, Part A - Improving Basic Programs
 - 23-24 Budget Revision - United Way Education Initiative
- **Other Business Items**
 - Contracts – April 2024
 - Appointment of Trustees to the South-Central Trust for a one-year term of 7/1/24 – 6/30/25
- **Policies & Programs**
 - 2024-25 Educational Services Consultant Calendar
- **Personnel Items**
 - See attached Personnel report

EXECUTIVE DIRECTOR'S REPORT

- Click [HERE](#) for the *April All-In Executive Director's Report*.

UPCOMING MEETINGS:

- **Next CAIU Board Meeting: Thursday, May 23, 2024, 8:00 a.m., Board Room, CAIU Enola Office, 55 Miller Street, Enola, PA, 17025 and posted on our website, at www.caiu.org. Time of Meetings: 8:00 a.m.**

April 25, 2024 APPROVED PERSONNEL ITEMS:

RESIGNATIONS

- **PATRICIA CHASTEEN**, Teacher, Emotional Support Program, effective June 3, 2024. Reason: Retirement after more than 24 years of continuous CAIU service.
- **CATHERINE COSTELLO**, Speech and Language Pathologist, Early Intervention Program, effective June 27, 2024. Reason: Retirement after more than 21 years of continuous CAIU service.
- **LINDSEY HENCH**, Speech and Language Pathologist, Early Intervention Program, effective April 1, 2024. Reason: Personal.
- **DEBORAH KIPE**, Educational Paraprofessional, Emotional Support Program, effective June 3, 2024. Reason: Retirement after more than 30 years of continuous CAIU service.
- **YISENIA MALDONADO RUIZ**, Educational Paraprofessional, Early Intervention Program, effective April 15, 2024. Reason: Personal.
- **DANIEL MALINICH**, Intern, Administrative Team – Communications, effective June 28, 2024. Reason: Internship ended.
- **MARYLN MILLER**, Teacher, Emotional Support Program, effective June 3, 2024. Reason: Personal.
- **MACKENZIE NEAL**, Educational Paraprofessional, Autism Support Program, effective April 9, 2024. Reason: Personal.
- **GRANT PAGE**, Educational Paraprofessional, Autism Support Program, effective March 27, 2024. Reason: Personal.
- **TAMMY WAGNER**, Personal Care Assistant, Emotional Support Program, effective August 2, 2024. Reason: Retirement after more than 26 years of continuous CAIU service.

RECOMMENDED FOR EMPLOYMENT OR CONTRACT

- **SHAWN FELKNER**, Systems Administrator, Technology Team, effective date to be determined. Base salary of \$74,497.50 for 260 days of service will both be prorated based on the number of days worked through June 30, 2024. This is a new position funded through the Network Services budget. Experience: Almost 11 years of similar or related experience.
- **JENNIFER KING**, Paraeducator, effective April 15, 2024. Assignment: Personal Care Assistant, Autism Support Program with base salary of HS+48, \$28,025 for 190 days of service will be prorated for a total of 35 days with additional new hire days as required. This is a replacement position funded through the Autism Support budget.
- **TERRANCE TATUM**, Paraeducator, effective date to be determined. Assignment: Educational Paraprofessional, Autism Support Program with base salary of HS, \$25,840 for 190 days of service will be prorated based on the number of days worked with additional new hire days as required. This is a new position funded through the Autism Support budget.

CHANGES OF STATUS:

- **DANIELLE FROMUTH**, Remedial Specialist, ANPS Program, change in resignation date from June 1, 2024 to May 31, 2024.
- **KATHRYN LONG**, Intern, Administrative Team – Communications Program, change in internship end date from May 24, 2024 to March 26, 2024.
- **KEYA SHELL**, from Program Secretary, ANPS Program to Technology Services Coordinator, Technology Team, effective April 8, 2024. Change of status results in a change of salary to \$55,500 for 260 days of service and will be prorated for a total of 60 days through June 30, 2024.

- **KYLA SULLIVAN**, change from Floater Teacher to Teacher, Emotional Support Program, effective April 26, 2024. This change in status results in a change of salary to 100% of the Bachelor's, Step 2 salary of \$52,805 for 190 days of service and will be prorated for a total of 26 days through the end of the school year.
- **JAYDE WELSH**, from Administrative Services Representative, Administrative Team to Student Services Program Assistant, Early Intervention Program, effective April 22, 2024. Change of status results in a change of salary to \$39,185 for 260 days of service and will be prorated for a total of 50 days through June 30, 2024.

LEAVE OF ABSENCE:

- **RACHEL GONZALEZ-MONTIEL**, Program Supervisor, Student Services Team, leave of absence effective April 30, 2024 – July 5, 2024.
- **TRACY KNAUSS**, Service Coordinator, Early Intervention Program, leave of absence effective May 13, 2024 – November 13, 2024. Leave is requested in accordance with Article VI of the Collective Bargaining Agreement (CBA).
- **SARAH WOODWARD**, Educational Paraprofessional, Early Intervention Program, unpaid leave of absence effective March 25, 2024 – May 15, 2024. Leave is requested in order to complete student teaching.



All-in!

NEWSLETTER

Executive Director's Report | April 2024

CAIU Board of Directors

Melanie Gurguiolo, *President, Camp Hill*
John Kaschak, *Vice President, Lower Dauphin*
David Barder, *Upper Dauphin*
Richard Bradley, *Mechanicsburg*
Gabrielle Brandt, *West Perry*
Paula Bussard, *Carlisle Area*
Seth Cornman, *Big Spring*
Brenda Cox, *West Shore*
Dr. Joshua Cysyk, *Derry Twp.*
Jackie Hill, *Susquehanna Twp.*
Jaime Johnsen, *Harrisburg*
Phillip Lehman, *Susquenita*
Leslie Marshall, *East Pennsboro Area*
Jason Miller, *Millersburg Area*
Michelle Nestor, *Cumberland Valley*
Patrick Shull, *Newport*
Lauren Silvers, *Central Dauphin*
Gerald Schwille, *Northern York County*
Micheal Wanner, *Steelton-Highspire*

CAIU Executive Team

Dr. Andria Saia
Executive Director

Dr. Kevin Roberts
Assistant Executive Director

Maria Hoover
Director of Educational Services

Dr. Andrew McCrea
Director of Student Services

Daren Moran
Director of Business and Operations

David Martin
Director of Technology Services

Blake Wise
Manager of Human Resources

Our Mission

CAIU provides innovative support and services in partnership with schools, families, and communities to build capacity and model courageous leadership to help them be great. #BeGreat

Our Vision

Recognized as a trusted and influential partner in achieving life-changing outcomes in the Capital Area. #ChangingLives

Inside this issue

- 3 From the Executive Director's Desk: Building Connections and Resolving Conflict through Perspective-Taking
- 4 Ready for School Ready to Succeed Program
- 5 PA Creativity Conference; Story Champs®
- 6-7 Noteworthy: A Collaborative Approach: Empowering Students Through Community-Based Instruction
- 8 ThoughtExchange; Situational Awareness Spotlight
- 9 Mission Moments: K'Nex STEM Design Challenge; Spring Craft Fair; Occupational Therapy Month
- 10 Trainings and Events
- 11 New Hires; Compliment Corner



On the Cover: Jamie Popp's (Autism Support Teacher) class ventured to Paulus Farm.

CAIU's Organizational Goals



Making it easier to do business with us



Improving staff retention, recruitment, and recognition



Fostering a culture of dignity and belonging

Do you have a story about staff or students living our values, being great, or changing lives? Share these successes via email for All-In or social media to communications@caiu.org.

Deadline for May All-In: Friday, April 26

All-in! NEWSLETTER

Executive Director Report
All-In! Newsletter
April 2024
2023-2024, Issue 10
©Capital Area Intermediate Unit



CAIU Main Office
55 Miller Street
Enola, PA 17025
www.caiu.org
Email: info@caiu.org
Phone: 717.732.8400

Please like us on social media!





Building Connections and Resolving Conflict through Perspective-Taking

Much of what I have learned over the past few years that I find invaluable involves improving my skill set with regarding being thoughtful and reflective, particularly in the face of opposition. This month I want to share the skill of perspective-taking with you.

Perspective-taking is defined as the “ability to understand how a situation appears to another person and how that person is reacting cognitively and emotionally to the situation.” In other words, it is our ability to put ourselves in their shoes, recognizing their point of view, experience, and beliefs. While we cannot perfectly take the perspective of another, the active attempt to do so creates the opportunity for genuine learning and improved interactions, not to mention the development of new neural pathways.

All throughout our journey to belonging and dignity, we have spoken about how often our brains are wired for thoughts and actions that are not necessarily positive. In the case of perspective-taking, our brains are hard-wired like an egocentric anchor. What does this mean? The organ that is responsible for making sense of the world around us, also sees us as the center of the universe. This is why we are invariably drawn to our own experiences and opinions as the basis of our perspective. Perspective-taking requires that we take a step away from this egocentric starting point so that we might understand another. Like many skills, it takes practice and gets easier as we put in the effort.

Benefits of Perspective-Taking:

- Counteracts expressions of bias and decreases implicit bias
- Reduces the expression of social stereotypes
- Increases the positivity of group-based judgments and decreases in-group favoritism
- Increases team creativity
- Stabilizes relationships
- Improves your skill at conflict resolution
- Creates successful leaders

How do you practice perspective-taking?

Amy Lou Abernathy proposes a **four-step perspective-taking process**:

1

Seek Understanding: Set aside your goals and focus on the perspective of the other person. Engage with their experience and the way that they are perceiving the world.

2

Ideate: How are they perceiving the world? How might they be thinking about the situation?

3

Hypothesize: Narrow your thoughts down to your best guesses; avoid obstacles (bias, naïve realism).

4

Observe & adjust: Hold your hypothesis lightly and engage with them; observe and adjust your assumptions. Have an open discussion and be curious and ready for insights.

Perspective-taking is a critical skill in building connections, strengthening relationships, and peacefully resolving conflict. It helps us foster empathy, understanding and respect for diverse perspectives, and creates a more inclusive community. Whether in the classroom or out in the world, your ability to take the perspective of others will serve you well. 🍏



Andria L. Saia

Dr. Andria Saia,
Executive Director



By **Heather Donovan**, *EI Educational Consultant*

Ready for School, Ready to Succeed is a community initiative in conjunction with the United Way of the Capital Region and the Capital Area Intermediate Unit. This initiative helps families find affordable childcare, connects with CAIU services if applicable, offers help with transportation and translation services, and assists with making sure families have their basic needs met.

Ready for School, Ready to Succeed offers free workshops for children ages 3-5 and their families. The workshops are held weekly and led by the Liaison. One of the components that the liaisons offer to families is a take-home/virtual component if a child and family are not able to attend in person. The workshops focus on school readiness to include cognitive skills, self-help, and social skills. Frequently, liaisons will also provide field trips for families to local places of interest, which are free of charge, and will bring in special guest speakers for their workshops.

Ready for School, Ready to Succeed is completely funded by the United Way of the Capital Region. Salaries for the liaisons strictly come from United Way donations and the CAIU employs the liaisons as contractors to complete the work. Kelly Custer, CAIU Behavior Consultant Lead, helps to facilitate the contracts and payment while Heather Donovan, CAIU Early Intervention Educational Consultant/Lead Teacher, provides the liaisons resources and support to access CAIU services as well as community resources. The final piece is the partnering school districts who play an active role in supporting the families and liaisons in preparation for the transition to kindergarten. The following school districts are actively participating in the Ready for School, Ready to Succeed program: Central Dauphin, Cumberland Valley, East Pennsboro, Harrisburg, Mechanicsburg, Newport, Greenwood, Steelton-Highspire, Susquehanna Township, Susquenita, and West Perry. Most workshops are provided to the families in one of the district buildings

so the child and family can become more familiar with the building before coming to kindergarten. Oftentimes, district staff will participate in workshops as well.

This is what some of the families who have participated in the Ready for School, Ready to Succeed program are saying:

- "I just wanted to say thank you. The workshops had Claire completely ready for preschool."
- "Thank you for doing this trip for the children! I will cherish the memories and time that Everett and I spent together that day!"
- "I wanted to say thank you for the scholarship for my child's preschool. I really appreciate your help. God bless you!"
- "We have thoroughly enjoyed all the trips and activities we have done with both of you and hope we can find something similar in Pittsburgh."
- "Thank you so much for what you do! You made us feel so comfortable from the start."

The mission and vision of the Ready for School, Ready to Succeed program aligns perfectly with the CAIU mission and vision. The liaisons are dedicated to the children, families, and communities that they serve. They have created lasting and trusting partnerships with those stakeholders which has allowed the program to continue. The liaisons are innovative and committed to serving others, supporting children and families through workshops, special events, and support for additional resources as needed. They are experts in the area that they serve, many living in the same district which they support.

Amazing activities are happening in our region, and it has been an honor to be part of the work and community partnership and district collaboration. 🍏

Learn More

PA Creativity Conference

The CAIU, in partnership with IU12, IU13 and IU24, hosted the 2024 PA Creativity Conference on April 8, offering a day packed with inspiration and practical strategies for educators. This interactive, workshop-style event aimed to cultivate creativity in K-12 classrooms. More than 120 participants engaged in hands-on activities and explored a variety of resources and tools designed to spark creativity in their students.

The day kicked off with a high-energy “CHOPPED: Makerspace Style” keynote activity, setting the tone for an interactive and engaging conference. More than 30 sessions offered a wide range of topics, from AI and STEAM integration to literacy instruction, coding, and global connections. Educators were treated to presentations by national speakers, published authors, and experienced teachers, all focused on fostering creativity in the classroom. In addition to the learning opportunities, attendees enjoyed entertainment by the Spring Grove student-led Modern Band and a Solar Eclipse viewing party on the lawn! 🍏



Story Champs

CAIU School-Age and Early Intervention SLPs



On March 13, Megan Kirby, PhD, BCBA presented on behalf of Language Dynamics Group to School-Age and Early Intervention Speech-Language Pathologists at the CAIU. The full day presentation targeted oral language complexity through the Story Champs® curriculum. Story Champs® is a multi-tiered language intervention curriculum that helps educators and clinicians promote academic language of diverse students. Although the primary focus is on the development of a strong oral language foundation through storytelling, it also promotes other aspects of academic language that are essential for school success through information retelling, vocabulary learning, and writing. Many of the attendees received a kit and have already begun to implement the curriculum to bolster the language-based skills, which are essential for academic success. 🍏



A Collaborative Approach

Empowering Students through Community-Based Instruction

By Chrissy Derr, Program Supervisor

In the world of special education, learning extends far beyond the confines of the classroom. For autism and multiple disabilities students at CAIU, Community-Based Instruction (CBI) has become an integral part of their educational journey. Through immersive experiences in real-world settings, these students are not just learning; they are thriving, growing, and embracing the world around them.

Community-based instruction within CAIU's autism program stemmed from a fundamental desire—to bridge the gap between the structured classroom environment and the unpredictability of the outside world. Keri Morgan (Autism Support Teacher), a dedicated teacher within the program, emphasizes the importance of familiarizing students with community settings to enhance their comfort levels and facilitate parental involvement. ***“Our parents don’t feel comfortable taking them into the community because they don’t know how they will respond,”*** Keri explains. ***“We wanted to start exposing the students and getting them more comfortable so we could relay that to the parents and maybe make them feel more comfortable trying new things with them.”***

Collaboration with related service providers and teachers is an important part of our program. Educators like Stephanie Newell (Speech-Language Pathologist) and Jamie Popp (Autism Support Teacher) work together on field trips to ensure ample practice opportunities for a range of skills, with a keen focus on speech and language

enhancement. Whether it's practicing problem-solving during science experiments or navigating social interactions in unfamiliar environments, each outing serves as a platform for skill enrichment. Stephanie states, ***“Community-based field trips offer an excellent opportunity to extend classroom learning to diverse real-world settings within the community.”***

One excursion led Kimberly Dauksha's (Autism Support Teacher) class to the Broad Street Market, where despite setbacks from a recent fire, students found joy in selecting mini pumpkins, fostering sensory exploration, and connecting with the community. Similarly, Jamie Popp's class ventured to Paulus Farm, utilizing technology like the Pictello app to prepare students through visual aids, ensuring a seamless transition into unfamiliar surroundings.

However, the impact of CBI extends beyond skill acquisition; it cultivates a sense of belonging and independence. As Kimberly Dauksha recounts a recent trip to Two Brothers Pizza of Midtown, where students practiced using AAC devices to order food and waited patiently for their meals, it's evident that these experiences are not merely educational but empowering. ***“Giving our students access to exploring what is available in their community, the independence to make their own choices, and of course, to have a little bit of fun with their friends is vital to both their education and their personal lives,”*** affirms Kimberly.

The high school Multiple Disabilities Support classroom under Danielle Morra's (Multiple Disabilities Support Teacher) guidance extends CBI to address crucial life skills. In October 2023, a trip to PennDot in Enola helped a student obtain a state ID, bridging a transportation gap for the family. The experience provided invaluable insights into the process while fostering independence and self-advocacy. Similarly, in November 2023, a trip to Community Aid to trial communication devices showcased the practical application of skills in real-world scenarios.

In February 2024, a visit to Chocolate World marked a delightful culmination of CBI efforts, where students not only enjoyed the sensory experience but also practiced decision-making and social interaction in a bustling environment. These experiences not only enrich academic learning but also instill a sense of confidence and competence in navigating the complexities of the world.

The ripple effect of CBI is felt not only within the classroom but also within the broader community. As students navigate sidewalks, engage with local vendors, and interact with community members, they gain practical life skills, challenge stereotypes and foster inclusivity. ***"Everyone we have met has been very nice, accommodating, and helpful to my students and staff,"*** shares Kimberly. ***"I think it is beneficial for the community members to see my students out in the community participating in daily activities."***

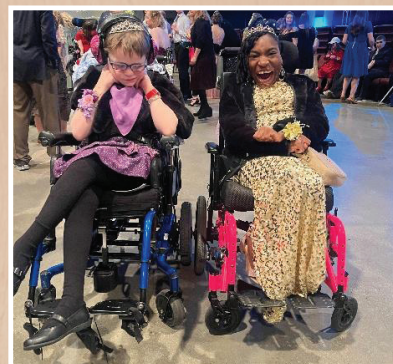
The essence of CBI lies in its ability to beat the traditional boundaries of education, empowering autistic students to navigate the world with confidence, competence, and compassion. As CAIU continues to champion inclusive education, one community outing at a time, the impact resonates far beyond the classroom walls, shaping a future where everyone is embraced for their unique abilities. 🍏



Bailey obtaining his state ID at PennDot in Enola



Students outside of Community Aid



Charlotte and Jordan at Night to Shine Prom



Group trip to Chocolate World



ThoughtExchange



Share



Star



Discover

The CAIU is interested in hearing your feedback! As a reminder, ThoughtExchange is a unique tool that gathers feedback in three distinct phases: **Share**, **Star**, and **Discover**. Please take some time to complete the survey and, once you have answered the question, be sure to rate each other's thoughts on a scale of 1-5 stars (1 star = little agreement; 5 stars = total agreement). You will also be able to review trends that are apparent from the feedback after completing the previous two phases.

Thank you for completing the survey and for taking the time to provide us with meaningful feedback!

How would you best describe
the core business of the
Capital Area Intermediate Unit?

[Submit an Answer](#)

Situational Awareness

Points2Ponder

- ▶ What does situational awareness look like for me in my day-to-day routines?
- ▶ How do I model situational awareness for myself and my family? If I asked them, what would they say?
- ▶ How intentional of an observer am I?
 - Am I aware of others' body language and non-verbal cues?
 - Am I an active listener?
 - Do I routinely scan my surroundings and orient myself to maximize my safety?

CAIU Employees!
**REFER A
FRIEND**

AND WE'LL PAY YOU **\$250***

YOU WILL RECEIVE A **\$250.00 REFERRAL INCENTIVE INCLUDED IN YOUR PAY (subject to applicable payroll taxes) AFTER THE NEW EMPLOYEE HAS BEEN SUCCESSFULLY ONBOARDED.*

[CLICK HERE FOR DETAILS](#)

Mission Moments



K'Nex STEM Design Challenge

On March 26, student teams in grades 4-8 embarked on the K'Nex STEM Design Challenge by using an engineering design process to address a specific problem. They chronicled their journey and development using a blueprint and an engineering journal, culminating in a final presentation in front of a panel of judges. This was a great opportunity to apply their scientific knowledge in a practical situation.

[Learn More About Student Competitions >](#)

Spring Craft Fair

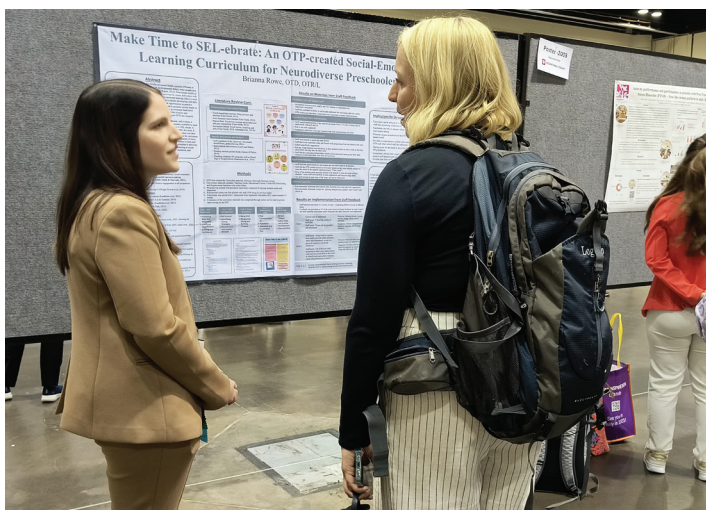
CAIU students celebrated the arrival of spring by showcasing their amazing talents at the Spring Craft Fair. Available for purchase were flower crowns, Easter wreaths, candy boxes, and many more impressive items.

This was a great way to brighten up the office and give our students the chance to show off their entrepreneurship!



Occupational Therapy (OT) Month

Brianna Rowe, OTD, OTR/L and Sue Bruner, OTR/L recently attended the American Occupational Therapy Association's (AOTA) national conference, INSPIRE 2024. Dr. Rowe was selected to present two poster sessions on OT's role in neurodiversity, disability justice, and social-emotional learning in early intervention, as well as her work on integrating interoception into our early intervention classes and groups.



Training and events



The Capital Area Intermediate Unit (CAIU) hosts numerous innovative events and conferences throughout the year. Our team of consultants, staff, and specialists values and supports lifelong learning.

All events and conference offerings are available in the [Frontline Registration System](#).

Check out our [Events & Conference](#) page often to see what opportunities are available to you!

Here are some of our upcoming trainings:

5/9/2024 - [Instructional Coaching Collaborative Network Meeting](#)

Audience: Coaches from Instructional Coaching Collaborative member districts

5/10/2024 - [Beyond the Surface: Crafting Engaging 3D Science Lessons](#)

Audience: Science educators K-12

5/14/2024 - [ELD Networking \(Virtual\)](#)

Audience: Any educator of Multilingual Learners

5/14/2024 - [Listening to Understand Series - "A Journey Less Taken" with Mary Maker](#)

Audience: Educators working with Multilingual Learners

5/15/2024 - [UDL Walk in the Park \(at Adams-Ricci Park Enola, PA\)](#)

Audience: School Teams including School Administrators, Curriculum Directors, Instructional Coaches, General Education Teachers, Special Education Teachers, School Counselors, support staff and anyone who would like to learn more about Universal Design for Learning

5/16/2024 - [High Impact Strategies \(Virtual\)](#)


Audience: Students who are preparing to student teach

5/17/2024 - [Spring Regional Instructional Technology Collaboration \(RITC\)](#)

Audience: Instructional Technology Specialists, Coaches and Integrators, STEM teachers, Media Specialist/Librarians or anyone involved in Instructional Technology at a district or school level

5/30/2024 - [Vulnerable Decision Points to Address Bias](#)

Audience: District Coaches, Principals, Teachers




Learning & Growing Summit 4.0

A keynote speaker and over 20 concurrent sessions on engagement strategies, creativity in the classroom, and designing learning to meet the needs of all learners.
**Breakfast and lunch will be provided.*

Thursday | June 20, 2024

Where: Capital Area Intermediate Unit
Audience: ANY Educator | Cost: \$99
<https://bit.ly/CAIUwebreg>
*6 hours of Act 48 Available




cAlu Summit AI in Education

This groundbreaking event promises a deep dive into the transformative world of Artificial Intelligence (AI) and its impact on education.

Wednesday | August 7, 2024
8:30am - 3:00pm

Where: Capital Area Intermediate Unit
Audience: All Educators | Cost: \$99
Registration: <https://bit.ly/CAIUwebreg>



Welcome New Hires!

ibelong
@caiu



Amanda Christ is a PCA at Carroll Elementary. She hunts rattlesnakes with her husband.



Michelle Corlew-Gage is a LPN/EPP at Cougar Academy. She likes trying different rides at amusement parks.



Rebecca Negley is a Teacher at East Penn HS. She marched in the Macy's Thanksgiving Day Parade.

YOU'RE *one of* US NOW

Compliment Corner!



Here at CAIU we like to brighten someone's day with a compliment. CAIU Compliments is a Capital Area Intermediate Unit initiative that allows CAIU staff the opportunity to share words of thanks, tout successes, or tell a story about what makes us great as an organization, our people.

DEDICATION

Mary Coleman, Program Assistant

Mary is always the first on the team to volunteer help and offer support or a kind word to her team members. She also has grown exponentially in her confidence to present in front of large groups at conferences. She speaks with confidence and expertise! Presenting was her goal this year and she has absolutely met it.

- Keisha Cree, Online Learning Support Specialist

SERVICE

Erin Waltz, Jamie VanMeter, Leigh Shannon, and Kristen McLaughlin, ANPS Team

Thank you, ladies, for helping me deliver Easter baskets to 25 families. You helped to bring joy to 48 children in our program. I am so blessed to work with such an amazing team. You ladies rock!!

- Rebecca Slavinsky, ANPS School Social Worker

PARTNERSHIP

Erica Overbaugh, Early Intervention Preschool Teacher

Amy is a great person to have as a colleague. She will go above and beyond to help others do their jobs. She is always willing to think outside the box for solutions. It is a pleasure to have her expertise for our CAHS staff and students.

- Lisa Brittingham, Speech Pathologist

INNOVATION

Katie Conway, TaC Educational Consultant for LEEI

Katie is celebrating her one-year anniversary with the CAIU as an educational consultant. Over the past year, she has jumped into the Learning Environment and Engagement initiative, which supports schools implementing tiered behavior supports. Katie also manages the Classroom Monitor and the Guest Teacher trainings for the IU 15 region. Her knowledge and expertise have proven to be a valued addition to the TaC team. Districts are grateful for her willingness and partnership.

- Ami Healy, TaC Supervisor

DEDICATION

Nicole Nokovich and Mary Coleman, CAOLA Program Assistants and Michelle Davis, Ed. Services Program Assistant

Mary Coleman, Michelle Davis, and Nicole Nokovich deserve a huge thank you! Their combined efforts in planning, execution, and problem-solving made the CAOLACon conference a resounding success. They went above and beyond, from meticulous organization to infectious enthusiasm and creative solutions.

- Holly Brzycki, Supervisor of Online Learning



EDUCATORS:

EARN
EXTRA
MONEY
THIS SUMMER



ESY ORIENTATION JUNE 17, 2024
at 55 Miller Street, Enola, PA | 8:30 - 3:30PM

**Extended School
Year Dates**

8:00AM - 12:00PM
Tues./Weds./Thurs.

- June 25-27
- July 2-3
- July 9-11
- July 16-18
- July 23-25
- July 30-31
- August 1

Two Locations:

- Hill Top Academy
(West Shore Location)
- East Shore Location (TBD)

Extended School Year (ESY)

Each day is 4 hours, meaning just a 12 hour commitment to work each week.

- Less planning is needed since we are maintaining skills.
- One hour of scheduled time within the 4 hour work period for material prep and planning fun activities.
- Fun, creative activities are encouraged! It does not need to look like 'traditional school' every day.
- 3 days per week!
- If you have vacations scheduled that impact your availability, our ESY coordinators work around your schedule.

While we encourage all who sign up to work ESY to be available for the entire duration, we understand the need for vacations and importance of family time.



Interested? Scan the QR code to fill out the application (search 'ESY') or contact us at esy@caiu.org.

**CAPITAL
GOODS**
Cafe



The Capital Goods Café, located in the CAIU Enola Office, offers up sweet and salty snacks, hot and cold drinks, and frequent Lunch Specials. The Café is run by students engaged in work-based learning to grow their job ready skills as they transition to adulthood. If you are in Enola, don't miss out on the opportunity to work with our students and purchase snacks, drinks or a delicious homemade lunch!

View the Menu



CHAMPIONS
for Children

28TH ANNUAL *Golf Tournament*

WHERE: Thursday, Aug. 1, 2024
Check-in at 11:00am; Event starts at 12:00pm

WHEN: Cumberland Golf Club
2395 Ritner Highway Carlisle PA 17015

COST: \$85/player (*includes lunch, greens fee, cart, golf swag, refreshments, dinner, and other prizes*)

Questions? Contact Daren Moran at dmoran@caiu.org

*Scan QR code to register
and learn more!*

