Summary Board of Directors Meeting VIII Minutes, November 4, 2024 2
In-Person Attendance 15
Virtual Attendance 16
Nov. - Student Achievements (MacPhee)_Redacted 17
Nov. - Student Achievements (Maitrejean)_Redacted 20
Club - Hershey 3D 10-3-24 23
Millersville Univ. AA Field Expierence MU PSYCh 540 600 646 and 685 25
Innovative Coach, LLC - Charter Bus PMEA Conference April 2025 41
Kenbrook 44
Service Solved - Laminator Agreement 49
Township of Derry - 2024-2025 HHS Swimming Agreement 52
Transfinder 64
Waste Management 24-25 Contract 66
CAIU - All-In October 2024 71
CAIU - Board Highlights - 10.24.24 83
CAIU - Fall-Fest flyer 87
PSBA Delegates Assembly Notes 88

Derry Township School District
Board of Directors Meeting
November 4, 2024
Board of Directors Room 7:00 p.m.
Summary Minutes - VIII

BOARD OF DIRECTORS MEETING - NOVEMBER 4, 2024

1. OPENING ITEMS

1.a. Call to Order

Minutes

The meeting was called to order by Ms. Drew at 7:00 p.m. The meeting was conducted both in-person and virtually.

1.b. Roll Call

Minutes

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

Members Absent: None

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

Student Board Representatives in Attendance: Ryan MacPhee, Chloe Maitrejean, and Tulsi Patel

Solicitor: Jeff Ouellet

Staff/Public in Attendance In-Person: Jaime Bean, Sarah Harmer, Heather Maitrejean, John Maitrejean, Jared Nicholson, Jason Reifsnyder, and Aaron Shuman

Staff/Public in Attendance Virtually: Lisa Balanda, Mark Balanda, Christine Cysyk, Lisa Dalto, Paige Dalto, Alexandria DeCicco, Scott Harman, and Angie Shipper

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 Dr. Cysyk and a second by Mrs. Renz the board agenda for this evening's meeting was approved.

Vote Results

Yea:	9	Joshua Cysyk, Tracey E. Royo, Robert Bennett, Lindsay Drew, Stewart McCarver, Jennifer Renz, Michael Rizzo, Honesta Romberger, Ericka Schmidt
Nay:	0	
Abstain:	0	
Not Cast:	0	

2. INFORMATIONAL AND PROPOSALS

2.a. Students of the Month Recognition

Minutes

Mrs. Bean announced the students of the month after which, both thanked the School Board for the recognition and shared some information about themselves:

- Chloe Maitrejean
- Ryan MacPhee

2.b. President Communications

Minutes

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

- Agency Business which, if conducted in public, would violate a lawful privilege or lead to disclosure of confidential information

2.c. Recognition of Citizens (Agenda Items)

This is an opportunity for residents and taxpayers, attending either in person or virtually, to address the Board on matters related to the agenda. Those wishing to speak on matters not related to the agenda, an additional public comment period will be provided later in the meeting.

Each speaker is permitted up to 5-minutes of speaking time during each one of the public comment periods in order to provide other residents with an opportunity to speak. When necessary, the Board may set a maximum time for public comment. As a reminder, all public comments are part of the meeting's public record and minutes.

If attending in person, complete and turn into Board Secretary, Mrs. Agee, a registration form located on the sign-in table. When your name is announced, come to the microphone. If attending online, you must have registered individually with your full name and address. To be

recognized, raise your virtual hand. For all speakers, once you are recognized, it is only necessary that you identify yourself by providing your full name.

Minutes

There were no citizens requesting recognition by the board.

2.d. Community Correspondence Report

Minutes

Ms. Harmer reported that there were no submissions during the month of October.

2.e. Standing Committee Meeting Report

Minutes

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

- several course revisions and the addition of a new course were on a 30 day review with the committee and were approved to go to the full board for approval

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

- reviewed policies with revisions; mostly changes in terminologies
- reviewed 300 series for employees
- all reviewed policies approved to come to the full board for review and approval

2.f. 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

Ryan MacPhee, Chloe Maitrejean, and Tulsi Patel gave a report that included the following:

- Hershey Field hockey finished their districts tournament in fourth place, and their first states game is tomorrow, where they will take on Peters Township
- At the high school Trojan Buddies kicked off their first event of the year, meeting their buddies for the very first time

- This past Wednesday, our elementary students explored the pumpkin life cycle from how pumpkins grow to how they change over time
- Yesterday, the Hershey Girls Tennis Team held their end of the season Banquet at the Country Club to celebrate our season's wins and the seniors on the team
- On Wednesday this week, our Spanish National Honor Society members will be hosting a movie night at the middle school to watch Dora the Explorer
- At the PIAA Cross Country meet Saturday, Vinay Raman placed 3rd overall in the Boys AAA race, becoming the highest placing finisher from Hershey of all time! Jacob Abraham placed 12th, making it the second time ever that Hershey has had 2 state medalists in the same race! The boys team placed 11th overall, capping off an incredibly successful season! On the girl's side- Sophia Kim and Evy Winder placed 88th and 110th respectively with Evy running a PR!
- Thursday is Youth and Government's Mini-Election Convention at the high school to prepare our candidates delivering their speeches and answering questions for the actual state-wide Election Convention on the 16th! We are running 12 candidates representing Hershey to become elected officials!!

2.g. Recognition of New Extracurricular Activity/School Club - Hershey 3D

Minutes

In compliance with Policy 122 - Extracurricular Activities, the Hershey 3D club addition of the High School Student Clubs is recognized.

2.h. 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 November 4, 2024, Board of Directors Summary Minutes
- Staff Development Conferences:
    - Megan Miller - Mathematics in a PLC at Work Summit
    - Jason Pedersen - NASP Annual Convention 2025
    - Casey Willis - Mathematics in a PLC at Work Summit
- Trip - HS Band & Orchestra - PMEA All-State Convention - Poconos

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

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

4.b. Request for the Use of School Facilities

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

Group:	**Cocoa Kitties**
Date/Time	March 29, 2025, 7:00 a.m. - 3:00 p.m.
Requested Facility:	High School Main Gym, Cafeteria (no kitchen access) & Hallway
Event:	Spring Vendor & Craft Fair
Fee:	Custodial fee: $46.03 per hour - approximately $368.24

Group:	**Derry Township Department of Parks & Recreation**
Date/Time	Friday, December 6, 2024, 4:00 p.m. - 8:00 p.m. Saturday, December 7, 2024, 6:00 a.m. - 6:00 p.m. Sunday, December 8, 2024, 6:00 a.m. - 6:00 p.m.
Requested Facility:	ECC Parking Lot
Event:	Annual Chocolate Splash Swim Meet
Fee:	None

Group:	**Epilepsy Awareness Club**
Date/Time	Thursday, November 28, 2024, 8:00 a.m. - 12:00 p.m.
Requested Facility:	High School Athletic Football/Track Field

Event:	High School Athletic Football/Track Field
Fee:	None

Group:	**HHS Music Department**
Date/Time	Friday, April 25, 2025, & May 2, 2025 3:00 p.m. - 11:00 p.m.
	Friday, June 6, 2025, 7:00 a.m. - 3:00 p.m.
Requested Facility:	Middle School Auditorium, Band, & Orchestra Rooms
Event:	Music in The Parks
Fee:	None

Group:	**One Broadway Dance Academy**
Date/Time	Friday, November 8, 2024, 7:30 p.m. - 8:30 p.m.
Requested Facility:	High School Parking Lot
Event:	One Broadway Dance Academy NYC Trip
Fee:	None

4.c. Approval of Policies

The Administration recommends the approval of the following policies of the Derry Township School District Policy Manual which have been on public display for thirty-days in the Hershey Public Library, District Office, and the Derry Township School District Website:

- Policy 103 Discrimination/Harassment Affecting Students
- Policy 103.1 Nondiscrimination – Qualified Students with Disabilities
- Policy 104 Discrimination/Harassment Affecting Staff
- Policy 146.1 Trauma-Informed Approach
- Policy 204.1 Educational Tour or Trip Requested by Parents/Guardians
- Policy 218 Student Discipline
- Policy 218.1 Weapons
- Policy 218.2 Terroristic Threats
- Policy 234 Pregnant/Parenting/Married Students
- Policy 247 Hazing
- Policy 249 Bullying/Cyberbullying
- Policy 252 Dating Violence

- Policy 317.1 Educator Misconduct
- Policy 336 Personal Necessity Leave
- Policy 339 Uncompensated Leave
- Policy 801 Public Records
- Policy 803 School Calendar
- Policy 805 Emergency Preparedness and Response
- Policy 805.1 Relations with Law Enforcement Agencies
- Policy 805.2 School Security Personnel
- Policy 806 Child Abuse
- Policy 807 Opening Exercises/Moment of Silence/Flag Displays
- Policy 824 Maintaining Professional Adult/Student Boundaries
- Policy 904 Public Attendance at School Events
- Policy 909 Municipal Government Relations

4.d. Approval of Affiliation Agreement - Millersville University
The Administration recommends the Board approve the affiliation agreement with Derry Township School District and Millersville University of Pennsylvania effective November 4, 2024.

4.e. Innovative Coach Agreement
The Administration recommends the approval of the Innovative Coach Agreement for round trip charter bussing from Hershey High School to the Poconos.

4.f. Kenbrook Renewal
The Administration recommends the approval of the Kenbrook Renewal for the outdoor educational trip.

4.g. Service Solved Renewal
The Administration recommends the approval of the Service Solved Renewal for two elementary building laminators.

4.h. Township of Derry Agreement
The Administration recommends the approval of the Township of Derry Agreement for the swim team practices and meets.

4.i. Transfinder Renewal
The Administration recommends the approval of the Transfinder Renewal for updated to Routefinder Plus, eliminating the need for an on-site server and streamlining transportation management process for greater efficiency.

4.j. Waste Management Renewal
The Administration recommends the approval of the Waste Management Renewal waste disposal services at the high school.

4.k. Vista Adult Services Renewal
The Administration recommends the approval of the Vista Adult Services Renewal.

5. NEW BUSINESS

5.a. Personnel - Resignations
The Administration recommends the approval of the following resignations:

Classified Staff:

Bobola, Heather
Bus Driver
Transportation
Reason: Personal
Effective: 11/01/2024 (retroactive)

Hoffman, Paul
Bus Driver
Transportation
Reason: Retirement
Effective: 04/16/2025

Martinez, Luis
Custodian (2nd shift)
Early Childhood Center
Reason: Personal
Effective: 10/25/2024 (retroactive)

Mercado, Maliah
Cafeteria/Recess Aide
Primary Elementary School
Reason: Personal
Effective: 11/01/2024 (retroactive)

Payne, Natalie
Paraprofessional
High School
Reason: Personal
Effective: 11/08/2024

Swift, Daniel
Custodian (2nd shift)
Middle School
Reason: Personal
Effective: 10/21/2024 (retroactive)

Minutes

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

Vote Results

Yea:	9	Joshua Cysyk, Tracey E. Royo, Robert Bennett, Lindsay Drew, Stewart McCarver, Jennifer Renz, Michael Rizzo, Honesta Romberger, Ericka Schmidt
Nay:	0	
Abstain:	0	
Not Cast:	0	

5.b. Personnel - General

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

Professional Staff:

Schaertel, Kara (replacing Amber Ulrich)
School Psychology Intern
District-wide
Revised Salary: $24,000 (no benefits)
Effective 08/12/2024 through the end of the 2024-25 school year (retroactive)

Stoner, Alexis (replacing Baily Schwandt)
School Psychology Intern
District-wide
Revised Salary: $24,000 (no benefits)
Effective 08/12/2024 through the end of the 2024-25 school year (retroactive)

Wislock, Andrew (replacing Abdaliz Garcia)
School Psychology Intern
District-wide
Revised Salary: $24,000 (no benefits)
Effective 08/12/2024 through the end of the 2024-25 school year (retroactive)

Classified Staff:

Irizarry, Francheska (replacing Katarina Eckert)
Cafeteria/Recess Aide
Early Childhood Center
Level A, 3.0 hours per day
Salary: $18.35 per hour
Effective: 11/05/2024

Mariano, Mark (replacing Andrea Koretz Smith)
Cafeteria/Recess Aide
Primary Elementary School
Level A, 3.0 hours per day
Salary: $18.35 per hour
Effective: 11/05/2024

Transfer of Classified Staff:

Cotter, Lori* (Building Transfer)
From: Paraprofessional
Intermediate Elementary School
To: Paraprofessional
Primary Elementary School
Level A, 5.75 hours per day
Salary: $19.57 per hour
Effective: 11/11/2024

Crispino, Ceci*
From: Cafeteria/Recess Aide
Intermediate Elementary School
Level A, 3.0 hours per day
Salary: $18.35 per hour
To: Substitute Cafeteria/Recess Aide
District-wide
Hours as needed
Salary: $15.00 per hour
Effective: 10/24/2024 (retroactive)

Ecker, Katarina* (replacing Daniel Swift)
From: Custodian (2nd shift)
Elementary School
To: Custodian (2nd shift)
Middle School
Full-time, 8.0 hours
Salary: $19.85 per hour
Effective: 11/04/2024 (retroactive)

Hernandez Sanchez, Nayeli* (replacing Wendy Remsnyder)
From: Assistant Head Cook
High School
Seasonal Substitute, 5.0 hours per day
Salary: $19.57 per hour
To: Assistant Head Cook
High School
Level A, 5.0 hours per day
Salary: $19.57 per hour
Effective: 10/21/2024 (retroactive)

Limited Service Contract:

Mayberry, Jennifer*
Head Coach - M.S. - Cheerleading - Winter
Group G, Step 7
Salary: $2,554
Effective: 11/05/2024

Zechman, Caitlin*
Mentor (Year 1) for Evan Wilson, Science Teacher - LTS
Salary: $1,500
Effective: 11/05/2024

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

2. The Administration recommends the approval of the following request in accordance with Section 6.10 of the HEA Collective Bargaining Agreement:

Shipper, Chelsey*
Occupational Therapist
Intermediate Elementary School
Childrearing Leave
Extension Effective: 02/28/2025 through the end of the 2024-25 school year

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

6. DELEGATE REPORTS

6.a. CAIU

Minutes

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

- they've created an AI task force to position themselves as a leader in AI education for the area
- And also we started CBA negotiations

6.b. PSBA

Minutes

Dr. McCarver shared details of the delegate assembly he and Mrs. Royo attended. His notes are attached to the agenda. Mrs. Royo was excited to attend, appreciated the robust discussions, and believes that these are all items that we should be thinking about and following for any new legislation in the future.

7. SPECIAL REPORTS

7.a. Board Members' Report

Minutes

There were no board members with a report to share.

7.b. Superintendent's Report

Minutes

Dr. Winslow did not have a report to share.

7.c. Board President's Report

Minutes

Ms. Drew congratulated the football team, marching band and cheerleaders on a final win at Cocalico and expressed gratitude to the coaches, directors and advisors for all that they do with the students.

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 at 7:25 p.m. following a motion by Dr. Cysyk, and seconded by Mrs. Renz.

Vote Results

Yea:	9	Joshua Cysyk, Tracey E. Royo, Robert Bennett, Lindsay Drew, Stewart McCarver, Jennifer Renz, Michael Rizzo, Honesta Romberger, Ericka Schmidt
Nay:	0	
Abstain:	0	
Not Cast:	0	

Respectfully submitted,

Michele Agee
Secretary to the Board
November 18, 2024

Lindsay K. Drew
Board President

Derry Township School District
Board Meeting
November 4, 2024

Please Sign In AND Print Your Name

Signature	*Printed Name*
Sample Signature	Sample Name Printed
Jaime Bean	Jaime Bean
[illegible]	Heather Maitrejean
[illegible]	John Maitrejean

Virtual Attendance November 4, 2024

Lisa Balanda
Mark Balanda
Christine Cysyk
Lisa Dalto
Paige Dalto
Alexandria DeCicco
Scott Harman
Angie Shipper

STUDENT OF THE MONTH - HERSHEY ROTARY CLUB - STUDENT ACHIEVEMENTS

Phonetic pronunciation of your name.

Ryan Mc (like McDonald's) Fee

Student Name *

Ryan MacPhee

Parents Names *

Paul & Beth MacPhee

Phone number *

[redacted]

Home mailing address

[redacted]

Current School Activities *

Please list current school activities.

Student Representative to the School Board, Healthcare Career Exploration Program Participant, Senior Class Vice President, Model United Nations President, Student Council President, Varsity Diving, French National Honors Society President, Math Honors Society Vice President

Honors and Awards *

Please list any honors or awards you've received.

Rotary Youth Leadership Awards, AP Scholar, Distinguished Honor Roll

GPA (optional)

Current Service Activities and Achievements *

Volunteer voter registration, canvassing, and phone banking. Volunteer tutoring in STEM subjects as well as French & History.

Hobbies *

Cooking, reading about history and politics

Senior Year Courses *

HCEP Internship at Milton S. Hershey Medical Center, Internship at Hershey Veterinary Hospital, AP English Lit. & Comp. AP French, AP Statistics, AP Psychology, and Human Anatomy & Physiology.

Future Plans

Name of college / university you plan to attend?

undecided

Intended Major

Economics

Additional Information

This form was created inside of Derry Township School District.

Google Forms

STUDENT OF THE MONTH - HERSHEY ROTARY CLUB - STUDENT ACHIEVEMENTS

Phonetic pronunciation of your name.

Chloe May- truh- jean (like the pants)

Student Name *

Chloe Maitrejean

Parents Names *

John and Heather Maitrejean

Phone number *

[redacted]

Home mailing address

[redacted]

Current School Activities *

Please list current school activities.

Healthcare Career Exploration Program (HCEP, internship at Hershey Medical Center where I get to shadow different departments); member of varsity softball team; student school board representative; classroom assistant for elementary school teacher; member of National Honor Society and Math National Honor Society

Honors and Awards *

Please list any honors or awards you've received.

Unsung Hero (softball, '23), Coach's Choice (softball, '24), AP Scholar with Distinction ('24)

GPA (optional)

Current Service Activities and Achievements *

Hershey Medical Center volunteer, Hershey Youth Softball assistant coach 8u, and Cocoa Packs Presents volunteer

Hobbies *

Driving around town windows down, music up; listening to country music and attending country music concerts with friends; running and biking; making Target runs

Senior Year Courses *

English Pop Culture, HCEP, AP Spanish, AP Physics, AP Statistics, Human Anatomy

Future Plans

Name of college / university you plan to attend?

Intended Major

Additional Information

Planning to pursue pre-health

This form was created inside of Derry Township School District.

Google Forms

Derry Township School District
Administrative Office • 30A East Granada Avenue • P.O. Box 898 • Hershey, PA 17033
Phone (717) 534-2501 • Fax (717) 533-4357 • www.hershey.k12.pa.us

To: Board of School Directors

From: Lindsey Schmidt

Re: Proposal to add a club at Hershey High School

Date: October 3, 2024

On behalf of HHS student Maxwell Luo, I would like to present a recommendation to the Derry Township Board of School Directors regarding the formation of a student club entitled Hershey 3D Club. The enclosed proposal outlines and describes the purpose of the club.

- The club is supported by a faculty advisor, Vaughn Curcio.
- Based on the proposal, the club supports the vision of Hershey High School and DTSD.
- The group does not have a desire to handle funds.
- Participation in the Hershey 3D Club would be open to all HHS students.
- This program does not entail a Limited-Service Contract (LSC) and will therefore not include a stipend/payment to the sponsor.

Enclosures: Proposal for HHS Hershey 3D Club

Dear Ms. Schmidt,

Hi, my name is Maxwell Luo. I am proposing a club named Hershey 3D, which is a club focused on helping the visually impaired by creating objects with 3D printing. I anticipate that we will have about 10-20 active members because interest has already been generated around the idea of this club.

We will utilize a trade (3D Modeling) and apply it as global citizens to help those in need. This club will contribute to the Hershey High School mission by helping our members utilize their knowledge in 3D modeling and technology to the fullest extent to help the visually impaired. We also plan to teach those who are interested in learning how to create 3D models. I have already reached out to Anna Panatalone (apantalone@vrocp.org) from the Vision Resources of Central Pennsylvania, and she has agreed to let us collaborate with her to design projects for them that will benefit their visually impaired clients. We plan to create signature and scanner guides, sensory learning objects, along with many other life-improving inventions. In the future, we plan to expand our reach into other organizations and clubs that could utilize our 3D printing. We intend to connect with more groups that serve the disabled as well as clubs within Hershey High School to provide products that make tasks easier.

We do not intend to have the need or opportunity to handle funds of any kind for our club. Anyone is welcome to join our club provided that they are in grades 9-12 and have an interest in learning about 3D printing or want to help make innovative creations. Mr. Curcio has agreed to serve as our club advisor, and we have already informed him of the club details.

Sincerely,

Maxwell Luo

Signature of Proposing Student: Maxwell Luo

Faculty Advisor:

MILLERSVILLE UNIVERSITY OF PENNSYLVANIA
AFFILIATION AGREEMENT FOR FIELD PLACEMENTS
WITH DERRY TOWNSHIP SCHOOL DISTRICT.

THIS AFFILIATION AGREEMENT FOR FIELD PLACEMENTS (the "Agreement"), agreed upon on this 4 day of November, 2024 (the "Effective Date") is made by and between MILLERSVILLE UNIVERSITY OF PENNSYLVANIA of the Pennsylvania State System of Higher Education, a governmental entity and public corporation, P.O Box 1002, Millersville, Pennsylvania 17551-0302 (hereinafter called the "University"); and the Site, **DERRY TOWNSHIP SCHOOL DISTRICT,** a public school district organized and operating under the Pennsylvania Public School Code of 1949, as amended, with its principal place of business located at 30 East Granada Avenue, Hershey, Pennsylvania 17033 (hereinafter "Site"). University and Site may individually be referred to as a "party," or collectively as the "parties," to this Agreement.

In consideration of the premises set forth herein, and for other good and valuable consideration, the receipt and sufficiency of which are acknowledged by the Parties, the parties intend to be legally bound to the following terms and attached Addendum for Psychology Placements:

I. DUTIES AND RESPONSIBILITIES OF THE UNIVERSITY

a. ***Selection of Candidates*.** The University works with the Site to design and implement clinical experiences. The University and Site shall co-select qualified candidates to participate in the field experience. Selected candidates must have the appropriate educational background and skills consistent with the contemplated educational experience offered by the Site.

b. ***Education of Candidates*.** The University shall assume full responsibility for the classroom and classroom education of its candidates. The University shall be responsible for the administration of the program, the curriculum content, and the requirements of matriculation, grading, and graduation.

c. ***Submission of Candidates.*** The University shall submit the names of the candidates to the Site or a designated representative either at least two (2) weeks prior to the field experience or at a time agreed to by the University and Site.

d. ***Advising Candidates of Rights and Responsibilities*.** The University will be responsible for advising the candidate of his/her/their own responsibilities

under this Agreement. The candidate shall be advised of his/her/their obligations to abide by the policies and procedures of the Site, and should any candidate fail to abide by any policy and/or procedure, he/she/they may be removed from the field experience.

e. ***Universities are Prohibited from Purchasing Insurance-*** The Site understands that as an Agency of the Commonwealth, the University is prohibited from purchasing insurance. As a public university and state instrumentality there is no statutory authority to purchase insurance and it does not possess insurance documentation. Instead, it participates in the Commonwealth's Tort Claims Self-Insurance Program administered by the Bureau of Finance and Risk Management of the Pennsylvania Department of General Services. This program covers Commonwealth / University-owned property, employees and officials acting within the scope of their employment, and claims arising out of the University's performance under this Agreement, subject to the provisions of the Tort Claims Act, 42 Pa. C.S.A.§§ 8521, et seq.

f. ***Clearances and Health Requirements (if applicable)*** – The University will instruct its students to obtain child abuse and criminal record clearances prior to the student's acceptance into the field placement. Students will be required to update their criminal background checks and child abuse clearances if requested by the Site. Students will provide clearances directly to the Site upon the Site's request. The University will also instruct its students who are participating in the field experience to comply with the health status requirements, if any, of the Site. Students will provide proof of compliance directly to the Site upon the Site's request. **See Exhibit B** – Pre-Assignment Screening, attached hereto and incorporated by reference.

II. DUTIES AND RESPONSIBILITIES OF SITE

a. ***Establishment of Field Experience.*** The Site authorizes the use of its facilities as may be agreed upon by the Site and the University as a field experience center. This field experience is for candidates enrolled in the University's programs.

b. ***Training/Orientation on Site Policies.*** The University will review with each student, prior to the field experience assignment, any and all applicable policies, codes, or confidentiality issues related to the field placement experience and provided by the Site. The Site will provide the University with the applicable information in advance of the student being placed with the Site.

c. ***Client Care/Administration.*** The Site will have sole authority and control over all aspects of client services. The Site will be responsible for and retain control over the organization, operation, and financing of its services.

d. ***Driving Clients.*** Clients cannot be driven by the student in his/her car unless the field placement Site has made arrangements to assume liability should an incident occur. Whenever possible it would be preferred that the student uses a vehicle owned by the Site when transporting clients.

e. ***Removal of Noncompliant Candidates.*** The Site shall have the authority to terminate the field placement at the Site of a student who fails to comply with Site policies and procedures. The Site agrees to promptly inform the University, in writing, about its actions to terminate a student. The University shall have the authority to suspend a student's participation when it determines, consistent with its academic policies and procedures, that further participation by the student would no longer be appropriate. The University will notify the Site, in writing, if such action is taken.

f. ***Designation of Representative.*** The Site shall designate a person to serve as a liaison between the parties who will meet periodically with representatives of the University in order to discuss, plan and evaluate the experience of the candidate.

g. ***Supervision of Candidates.*** The Site shall provide either a site supervisor or a cooperating teacher who will supervise candidate activities during field experience.

h. ***Reporting of Candidate Progress.*** The Site shall provide all reasonable information requested by the University on a candidate's work performance. If there are any candidate evaluations, they will be completed and returned according to any reasonable schedule agreed to by the University and the Site.

i. ***Candidate Records***. The Site shall protect the confidentiality of student records as dictated by the Family Educational Rights and Privacy Act (FERPA) and shall release no information absent written consent of the student unless authorized by law or as dictated by the terms of this Agreement.

j. ***Reporting of Sexual Violence and Sexual Harassment.*** The Site shall report any incident in which a student is the victim of sexual assault, dating violence, domestic violence, stalking or sexual harassment to the University Title IX Coordinator at mutitleixcoordinator@millersville.edu or 717-871-4100.

k. ***Emergency Medical Care of Students.*** The Site may provide to the students, to the extent possible, first aid for any injuries or illness that may occur while the student is at the Site. However, the Site assumes no responsibility, financial or otherwise, beyond initial first aid.

III. MUTUAL TERMS AND CONDITIONS

a. ***Number of Participating Candidates.*** The parties will mutually agree upon the number of candidates that shall be assigned to the Site for this field experience.

b. ***Term of Agreement.*** The term of this agreement shall be for five (5) years from the Effective Date. This is the maximum permitted length of such agreements and this time runs regardless of breaks in participation. At the end of this term a new affiliation agreement must be executed before student placements can occur.

c. ***Termination of Agreement.*** The University or the Site may terminate this Agreement, in writing, for any reason with ninety (90) days' notice. Either party may terminate this Agreement prior to the completion of an academic semester. However, all students enrolled at that time may continue their educational experience until it would have been concluded absent the termination.

d. ***Nondiscrimination.*** The parties agree to continue their respective policies of nondiscrimination based on Title VI of the Civil Rights Act of 1964 in regard to sex, age, race, color, creed, national origin, Title IX of the Education Amendments of 1972 and other applicable laws (which prohibits discrimination on the basis of sexual orientation, gender identity, and pregnancy (or related conditions)), as well as the Americans with Disabilities Act. The Site agrees to cooperate with the University in its investigation of claims of discrimination or harassment.

e. ***Right-To-Know Law.*** The parties agree to comply with the Pennsylvania Right-to-Know Law, 65 P.S. §67.101 et seq., and any other similar laws, in complying with requests for public records made under such laws. This provision does not obligate either party to create any record that does not already exist.

f. ***Applicable Law.*** The laws of the Commonwealth of Pennsylvania shall govern this Agreement.

g. ***Modification of Agreement.*** This Agreement shall only be modified in writing with the same formality as the original Agreement.

h. ***Severability.*** In the event that one or more of the provisions of this Agreement is deemed invalid, unlawful, and/or unenforceable, then only that provision will be omitted, and will not affect the validity or enforceability of any other provision; the remaining provisions will be deemed to continue in full force and effect.

i. ***Counterparts***. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, and both of which shall constitute one and the same instrument and shall become effective when one or more counterparts have been signed by each of the Parties and delivered to the other Party.

j. ***Relationship of Parties.*** The relationship between the parties to this Agreement to each other is that of independent contractors. The relationship of the parties to this contract, to each other, shall not be construed to constitute a partnership, joint venture, or any other relationship, other than that of independent contractors.

k. ***Liability and Sovereign Immunity.*** Neither of the parties shall assume any liabilities to each other for any indirect, incidental, punitive, exemplary, reliance or special or consequential damages, including damages for lost profits, loss of use, business interruption, or loss of data in connection with or arising out of this Agreement, regardless of the form of action whether in contract, warranty, strict liability or tort and even if such party has been advised of the possibility of such damages. This provision shall not be construed to limit the University's or Commonwealth's rights, claims, or defenses which arise as a matter of law pursuant to any provisions of this contract. Nothing in this Agreement shall be construed to limit the sovereign immunity of the Commonwealth or of the State System of Higher Education or the University.

l. ***Notices.*** Any notice or demand required under this Agreement will be in writing; will be personally served or sent by certified mail, return receipt requested, postage prepaid, or by a recognized overnight carrier which provides proof of receipt; and will be sent to the addresses below. Either Party may change the address to which notices are sent by sending written notice of such change of address to the other Party

University	**Site**
Address: P.O. Box 1002 Millersville, PA 17551	Address:
ATTN: Dr. Gail E. Gasparich, Provost	ATTN:

m. ***HIPPA (if applicable):*** Although the University is not subject to the Health Insurance Portability and Accountability Act of 1996 (HIPPA), both parties are committed to complying with the standards contained in HIPPA and the federal Privacy Rule concerning the use and disclosure of Protected Health Information. Instructors and students may use and disclose protected health information solely for the education and treatment purposes contemplated by this Agreement.

n. ***Compliance with Laws.*** Both parties agree that all their obligations under this Agreement shall be performed in compliance with all applicable federal, state, and/or local rules and regulations. In the event that applicable federal, state, or local laws and regulations or applicable accrediting body standards are modified, University reserves the right to notify Site in writing of any modifications to the Agreement in order to remain in compliance with such law, rule, or regulation.

o. ***Confidentiality.***

a. Confidential Information. Both Parties hereby acknowledge that they may be exposed to each other's proprietary or otherwise confidential information including, without limitation, information with respect to the Party's customers, vendors, cost structure, and/or business strategy, or business methods at any time used, developed, or disclosed by the Party, as well as any accounting and financial information, or any student and/or personnel records (collectively referred to as "Confidential Information"). As used within this Agreement, "Confidential Information" includes information (whether written, oral, electronic, or otherwise, whether technical or non-technical in nature, and whether specifically defined as "confidential," "proprietary," "non-public" or "competitively sensitive") provided by one Party to this Agreement to the other Party that a reasonable person would consider confidential, proprietary, non-public, or otherwise competitively sensitive. Each of the Parties agree that neither it, nor its staff shall, at any time either during or subsequent to the termination of this Agreement, disclose the Confidential Information to others, use, copy, or permit the Confidential Information to be copied, except pursuant to duties for or on behalf of the other Party as defined within this Agreement. Such requirement to maintain confidentiality is inclusive of any information subject to the laws and regulations promulgated by the Family Educational Rights and Privacy Act ("FERPA"), 20 U.S.C. § 1232g; 34 C.F.R. Part 99 (as amended), and/or the Health Insurance Portability and Accountability Act of 1996 ("HIPAA"), 42 U.S.C. Section 1320d; 45 C.F.R. §160.102, et seq. (as amended). Such information includes, without limitation, student records, education records, medical records, and confidential, sensitive information relating to students and students' families.

b. ***Disclosure of Confidential Information.*** A Party may disclose the Information pursuant to a governmental, judicial, or administrative order, subpoena, discovery request, regulatory request or similar request, provided that the other Party promptly notifies the non-disclosing Party, in writing of such request or demand for disclosure, and no later than within forty-eight (48) hours of receipt of such request, so that the non-disclosing Party, at its sole expense, may seek to make such disclosure subject to a protective order or other

appropriate remedy to preserve the confidentiality of the Information. Notwithstanding the foregoing, University acknowledges and understands that this Agreement must be approved in a public meeting of the Board of Directors of Site and that this Agreement and documents related to this Agreement may be subject to production under the Pennsylvania's Right-to-Know Law.

p. ***Entire Agreement.*** This Agreement represents the entire understanding between the parties. No other prior or contemporaneous oral or written understandings or promises exist in regards to this relationship. This Agreement supersedes any other agreements, restrictions, representations, or warranties, if any, between the two parties hereto with regard to the subject matter contained herein.

q. ***Signature/Acknowledgment.*** The parties warrant and represent that the individuals signing this Agreement are authorized to bind the University and the Site to the terms and conditions contained in the Agreement. For the purpose of this Agreement, a copy of the party's original signature shall be considered to be an original signature; and as such shall be sufficient to bind such parties.

[intentionally left blank, signature page follows]

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

Millersville University of Pennsylvania	**Derry Township School District**
DocuSigned by: Gail Gasparich CC1B574FE4F9432... 11/6/2024 | 19:15 EST	11/4/24
Authorized Signature Date	Authorized Signature Date
Gail E. Gasparich, Ph.D.	Lindsay K. Drew
Provost & Senior Vice President for Academic Affairs	Print Name
	School Board President
Approved as to form and legality:	Print Title
DocuSigned by: Jacqueline C. Fox 40B92443F09C4F2... 11/7/2024 | 09:11 EST	30 East Granada Ave.
Authorized Signature/Date	Street Address
Jacqueline C. Fox	Hershey, PA 17033
University Legal Counsel	City, State, & Zip

EFFECTIVE DATE OF AGREEMENT is date of last signature

ADDENDUM TO
AFFILIATION AGREEMENT
BETWEEN MILLERSVILLE UNIVERSITY OF PENNSYLVANIA and DERRY TOWNSHIP SCHOOL DISTRICT to include PSYCHOLOGY FIELD PLACEMENTS

THIS ADDENDUM is made by and between MILLERSVILLE UNIVERSITY OF PENNSYLVANIA of the Pennsylvania State System of Higher Education, a governmental entity and public corporation, P.O Box 1002, Millersville, Pennsylvania 17551-0302 (hereinafter called the "University"); and the Site, **DERRY TOWNSHIP SCHOOL DISTRICT** public school district organized and operating under the Pennsylvania Public School Code of 1949, as amended, with its principal place of business located at 30 East Granada Avenue, Hershey, Pennsylvania 17033 (hereinafter "Site"). University and Site may individually be referred to as a "party," or collectively as the "parties," to this Agreement. The parties intend to be legally bound to the following terms in addition to the original Affiliation Agreement signed by the two parties, effective the date of the last signature (the "Effective Date").

a. ***Program Requirements.*** The parties agree to the program-specific terms outlined in the attached document related to the placement of students for courses PSYC 540, 600, 646, and 685.

b. ***Term of Agreement.*** The term of this Agreement shall begin the date of execution and end in conjunction with the affiliation agreement noted above.

IN WITNESS WHEREOF, the authorized representatives of the parties agree to these addenda as written above and have executed this addendum as of the date of the last signature.

Millersville University of Pennsylvania

DocuSigned by:
Gail Gasparich
CC1B574FE4F9432...
11/6/2024 | 19:15 EST
Authorized Signature Date

Gail E. Gasparich, Ph.D.
Provost & Senior Vice President for Academic Affairs

Approved as to form and legality:

DocuSigned by:
Jacqueline C. Fox
40B92443F09C4F2...
11/7/2024 | 09:11 EST
Authorized Signature/Date
Jacqueline C. Fox
University Legal Counsel

Derry Township School District

11/4/24
Authorized Signature Date

Lindsay K. Drew
Print Name

School Board President
Print Title

30 E. Granada Ave.
Street Address

Hershey, PA 17003
City, State, & Zip

Millersville University

Cooperating School Psychologist Request
Information Form

Fall Early Field Experiences

Please Return By: ASAP

Experience	**Year Two Pre-Practicum Field Experience** **PSYC 540 – Applied Behavioral Analysis**
Classroom Request	Grades PreK-12 (General Ed.)
MU Students per Cooperating Teacher	1 student in School Psychology Graduate Program
Dates & Times	**Approximately 7+ hours total across the semester,** depending on the project Project TBD in collaboration with a school psychologist and volunteer teacher. October – December Specific dates/times TBD between co-op and students.
Placement Requirements	**FALL** **The graduate student requesting the placement will be enrolled in the class listed below. This request is for a school psychologist to serve as the field supervisor and liaison to help the graduate student in connecting with a volunteer teacher or parent for the project. The instructor of the course will maintain the primary supervision role for the case study assignment (reviewing case documentation, for performance feedback).** **PSYC 540 Applied Behavior Analysis** The graduate student will work collaboratively with a teacher (this may be the same teacher as above, if applicable) or parent, while under the supervision of the course instructor, to modify a behavioral skill relevant to education using applied behavior analysis techniques. Strictly adhering to the ethics for using these techniques, the student will identify a behavioral skill, define relevant dimensions, conduct a descriptive analysis, apply functional behavior assessment techniques, make a hypothesis about the function of behavior, apply a behavioral intervention, and monitor progress for at least four weeks of data beyond baseline. Using a single subject research design, the student will demonstrate the effectiveness of the intervention.

Millersville University

Cooperating School Psychologist Request
Information Form

Fall Early Field Experiences

Please Return By: ASAP

Millersville University is requesting school psychologist mentors for our Early Field Experience students. The students in these courses are requested to observe and assist as deemed appropriate by the cooperating school psychologist.

MU Course: PSYC 600 Professional Seminar in School Psychology	
Classroom Request: **Grades Pre-K-12, School Psychologist**	
Fall Dates and Times: Any dates as mutually agreed upon between September 1st and December 1st, observation/shadow period 1 to 2 Days	
Student Visits: Student visits in person	
Assignments/Expectations for MU Students: • School Psychologist interview about job role and function • Shadow School Psychologist in a variety of daily functions as appropriate and within the districts' confidentiality agreements (e.g. IEP Meeting; SST/IST/SAP Meeting; Faculty Meeting; Other team meetings as applicable, PBIS, MTSS, Student assessment, intervention, counseling, direct services, report writing; Indirect services, teacher or family consultation; etc.) • Observe in a special classroom (e.g. Life Skills, Emotional Support, English Learners, Autism Support, etc.)	***Request of Cooperating School Psychologist:*** • Model best practices • Review confidentiality agreements prior to student reviewing or observing confidential information • Provide time for the role/function interview (approximately 30-60 min) • Attend classroom observation with the student, discuss role in supporting that classroom

Millersville University

Cooperating School Psychologist Request
Information Form

Fall And Spring Early Field Experiences

Please Return By: ASAP

Experience	**Year Two Pre-Practicum & Practicum Field Experience** **Fall/Spring PSYC 646 – Consultation** **Fall PSYC 540 – Applied Behavioral Analysis** **Spring PSYC 685 Practicum in School Psychology**
Classroom Request	Grades PreK-12 (General Ed.)
MU Students per Cooperating Teacher	1 student in School Psychology Graduate Program
Dates & Times	**Fall** **Approximately 7+ hours total across the semester,** depending on the project Project TBD in collaboration with a school psychologist and volunteer teacher. October – December Specific dates/times TBD between co-op and students. **Spring** **Approximately 8-hours per week, 120-hours total across the semester** Shadowing and Gradual Release Field Experiences with Field Supervisor/School Psychologist, 2 Case Studies Specific dates/times TBD between co-op and students.
Placement Requirements	**FALL** **The graduate student requesting the placement will be enrolled in both classes listed below. This request is for a school psychologist to serve as the field supervisor and liaison to help the graduate student in connecting with a volunteer teacher for both projects. The school psychologist may also assist by providing access to shadow problem-solving team meetings and touring the school. The instructors of each course will maintain primary supervision roles for each of the case study assignments (reviewing videos and case documentation, for performance feedback).** **PSYC 646 Consultation (Offered in the Fall or the Spring)** The consultant-in-training (CIT) is expected to conduct a project in school consultation in collaboration with a practicing teacher, while under supervision of the course instructor, to assist the teacher in improving at least one student's academic and behavioral functioning in school. The CIT will work with the teacher through the stages of the consultation problem-solving process (each meeting approximately 15 to 30 minutes per week.) The CIT will complete a brief, informal curriculum-based assessment, behavior observation, and/or interest-inventory interview with the student to help the teacher collect data on the presenting concern area. The CIT will collaborate with the teacher to plan a classroom-based intervention, implemented by the teacher, with CIT support collecting and graphing the progress data. Primarily, the CIT will be working with the teacher.

Additional requirements include:

- A brief walk-through of the school to practice observing school culture and climate variables
- A teacher interview and classroom observation to practice assessing classroom climate
- A problem-solving team observation
- A principal or administrator interview

PSYC 540 Applied Behavior Analysis

The graduate student will work collaboratively with a teacher (this may be the same teacher as above, if applicable) or parent, while under the supervision of the course instructor, to modify a behavioral skill relevant to education using applied behavior analysis techniques. Strictly adhering to the ethics for using these techniques, the student will identify a behavioral skill, define relevant dimensions, conduct a descriptive analysis, apply functional behavior assessment techniques, make a hypothesis about the function of behavior, apply a behavioral intervention and monitor progress for at least four weeks of data beyond baseline. Using a single subject research design, the student will demonstrate the effectiveness of the intervention.

SPRING

The graduate student will be enrolled in PSYC 685 Practicum Seminar in School Psychology. In this semester, the Field Supervisor, would begin to take a more active supervisor role, providing modeling, guided practice with feedback, and supervision on the full-range of school psychology services, specifically with two case studies (1 academic assessment and intervention; 1 social/emotional/behavioral comprehensive evaluation). More information about the Practicum can be found at these links:

- Practicum Agreement
- Guidelines for Practicum Supervisors

Millersville University

Cooperating School Psychologist Request
Information Form

Spring School Psychology Field Experience

Please Return By: ASAP

Experience	**Year Two Practicum Field Experience** **PSYC 685 Practicum in School Psychology**
Classroom Request	Grades PreK-12 (General Ed.)
MU Students per Cooperating Teacher	1 student in the School Psychology Graduate Program
Dates & Times	**Approximately 8 hours per week, 120 hours total across the semester.** Shadowing and Gradual Release Field Experiences with Field Supervisor/School Psychologist, 2 Case Studies Semester as scheduled per academic year. Specific dates/times TBD between co-op and students.
Placement Requirements	**The graduate student will be enrolled in PSYC 685 Practicum Seminar in School Psychology. In this semester, the Field Supervisor would begin to take a more active supervisor role, providing modeling, guided practice with feedback, and supervision on the full range of school psychology services, specifically with two case studies (1 academic assessment and intervention; 1 social/emotional/behavioral comprehensive evaluation).** **More information about the Practicum can be found at these links:** • Practicum Agreement • Guidelines for Practicum Supervisors

Subject: Request for Millersville University School Psychology

At least one student has specifically requested your district. If you are able to host a student(s), please let me know.

Placement Information:

- The **Fall** semester runs approximately from mid-August-early December each academic year
  - o **PSYC 600** student visits in person to shadow for 1 to 2 days
  - o **PSYC 646** *Offered in the Fall or the Spring*- placement requires approximately 7(+) hours total, brief weekly meeting (up to an hour) for duration of case/course (approximately 6-weeks) with a volunteer teacher, with initial assistance in case selection by the school psych
  - o **PSYC 540** placement requires approximately 7(+) hours total, brief weekly meeting (up to an hour) for duration of case/course (approximately 6-weeks) with a teacher (*can be same teacher for PSYC 646*) or parent volunteer, with initial assistance in case selection by the school psych
- The **Spring** semester runs from mid-January– early May each academic year
  - o **PSYC 685** (Practicum) placement requires 120 semester hours of supervised service (approximately 8 hours/week)
- Certified School Psychologist must have three (3) years experience as a school psychologist

Exhibit B

Pre-Assignment Screening

All students placed with the Site for field experience under this Agreement shall provide the Site with the following background checks, clearances and health status:

1) **Child Abuse Recognition & Reporting**. The Pennsylvania Child Abuse History Clearance form required by 24 P.S. § 1-111, et seq. (as amended);

2) **Employment History Review.** The Employment History Review form required by 24 P.S. § 1-111.1, et seq. (as amended);

3) **FBI Fingerprint Clearance.** Act 114 Clearance, 24 P.S. §1-111, et seq. (as amended); and

4) **Tuberculosis Test Results**. Tuberculosis test results required under Section 1418 of the Public School Code, 24 P.S. § 14-1418(b) (as amended).

Innovative Coach, LLC
P.O. Box 6658
Harrisburg, PA 17112

Tel: 717-657-9658
Fax: 717-652-9476

B Buterbaugh
Hershey High School Band
550 Homestead Rd
Hershey, PA, 17033

Date: 9/30/2024

Dear Brandon Buterbaugh

Charter Confirmation

To confirm booking please sign accetpance form and return with deposit.

1. Deposit: A deposit of $100 per day is due to reserve a coach. Charter bus cancellation less than 30 days prior to departure on a will incur a charge of 50% of transportation costs. Deposits for coaches are refundable in full if the trip is canceled 30 days prior to date of trip.

2. Payment: As noted above, a deposit is required to reserve a coach. The remainder of the payment is due at least 30 days prior to departure. This is refundable up until 30 days prior to the departure date. Final payment and itinerary are due at this time. Failure to provide payment on due date could result in loss of deposit and date reserved without notice. After final payment, charters cancelled 29 days or less will incur a 50% of the total charter cost penalty. This is not transferable to another date.

3. Quotes: Please check all information carefully. Prices are based on information furnished to us, at the time of the quote request, by the chartering party. Any changes or corrections should be made at least one (1) week prior to departure. Any changes made resulting in additional miles and/or hours will be charged accordingly.

4. Conditions: It is understood that it may be necessary on peak travel days to use a coach of similar quality from another coach company. Baggage and all personal property are limited to that which can be stored in the overhead racks and the luggage bays of the coach. Carrier is not responsible for lost, stolen or damaged personal property. Damage to seats, windows, equipment or parts of the coach caused by a member of the chartering party shall be paid by the chartering party. An extra charge may also be incurred if the coach requires cleaning beyond our standard cleaning procedure. Smoking is prohibited on all coaches. Alcohol is only permitted when expressed written permission has been granted and a $500 damage/cleaning deposit

has been collected. The security deposit will be returned if there is no damage or excessive clean up required.

5. Safety: Innovative Coach adheres to the Federal regulations for driver Hours-of-Service. They require that a single driver may not drive more than 10 hours and be on duty more than 15 hours in one 24 period. On multi-day trips drivers will require a minimum of 9 hours off between shifts. If the itinerary calls for an additional driver, we shall provide one at a rate appropriate of the distance/time required to safely complete the charter. **DRIVERS SHOULD NOT BE CONTACTED BEFORE THE DAY OF OR AFTER TRIP.** Questions should be directed to our office at 717-657-9568 or charters@innovativecoaches.com

6. Multi-Day Charters: The chartering party is responsible for securing and paying for driver lodging at or near group hotel. Special care should be made to ensure it is motorcoach accessible. If it is preferred, we handle the accommodations, these arrangements can be made for an additional fee.

7. Fuel Surcharge: The quoted price is based on a diesel price less than $4.00 per gallon. Should the price of diesel increase above $4.00 per gallon, a fuel surcharge may be added to the quoted price.

8. Gratuities: Driver gratuity is not included but is customary. Typical gratuity for a day trip is $3-$5 per person. Typical gratuity for a multi-day trip can range anywhere from $5-$10 per person per day.

9. Other: While Innovative Coach offers one of the most technologically advanced coach experiences on the road, such as Wi-Fi, Power Outlets and DVD, at no additional charge. There shall be no expectation of refunds for these items if they are not operational.

10. FOOD AND DRINKS: No gummy candy, sticky or greasy foods. Food stops should be planned beforehand when possible. Diversions off planned route may incur additional charges. Extra care should be used to clean up during and after trip to avoid cleaning fee.

Thank you for the opportunity to be of service.

Acceptance

Innovative Coach, LLC

Client ID	HHBand	Charter ID	6926
Client	B Buterbaugh	Movement ID	8299
Company	Hershey High School Band	Status	Firm
Client Ref 1		Passengers	
Client Ref 2		Distance	270

First Pick-up	Hershey High School	Destination	Great Wolf Lodge Scotrun
Pick-up Date	Thu 4/10/2025 Time 15:00	Arrival Date	Thu 4/10/2025 Time 17:30
Single Journey	No	Leave Date	Fri 4/11/2025 Time 16:00
Vehicle To Stay	No	Back Date	Fri 4/11/2025 Time 18:25

First Pick-up Instructions

DATE: Thursday, April 10th, 2025 through Friday, April 11th, 2025

DEPARTURE TIME: Approximately 3:00pm on Thursday
FROM: Hershey High School; 550 Homestead Rd; Hershey, PA 17033
TO: Great Wolf Lodge, Poconos; 1 Great Wolf Dr; Scotrun, PA 18355

OVERNIGHT

SHUTTLE: Approximately 7:30am on Friday
FROM: Great Wolf Lodge
TO: Kalahari Resort; 250 Kalahari Blvd, Pocono Manor, PA 18349

SHUTTLE: Approximately 11:30am on Friday
FROM: Kalahari Resort
TO: Great Wolf Lodge

DEPARTURE TIME: Approximately 4:00pm
FROM: Great Wolf Lodge
TO: Hershey High School; 550 Homestead Rd; Hershey, PA 17033
RETURN TIME: Approximately 6:30pm on Friday

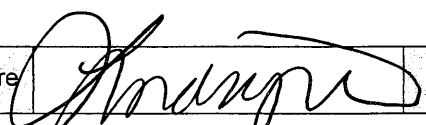
Destination Instructions

Driver lodging and gratuity not included

Seats	Vehicle Description	Vehicle No	Price	Tax %	Tax	Total
56	Deluxe Motorcoach	1	$2,495.00	0	$0.00	$2,495.00
56	Deluxe Motorcoach	2	$2,495.00	0	$0.00	$2,495.00
Movement Totals			$4,990.00		$0.00	$4,990.00

Driver Description	Vehicle No	Driver Description	Vehicle No
Driver	1	Driver	2

I have checked all the details above and agree that they are correct. I confirm that I would like to make a firm booking and I accept the above price and the payment terms detailed in the attached letter.

Signature	Print Name	Date
	Lindsay K. Drew	November 4, 2024

Coach Manager Printed: 9/30/2024 1:26:51 PM

Kenbrook Bible Camp and Retreat Center
190 Pine Meadow Rd.
Lebanon, PA 17046

Phone: 717-865-4547
Fax: 717-865-0995
info@kenbrook.org
www.kenbrook.org

August 27, 2024

Booking Contract: D.E.E.R. 2025

Organization: Hershey Middle School

Address: P.O. Box 898, 500 Hummelstown Rd.
City/State/Zip: Hummelstown, PA 17033
Country:
Primary Contact: Daniel Hugendubler
Email: dhugendubler@hershey.k12.pa.us

Booking Type: Retreat
Contact Phone: **717-531-2222 (Phone)**

Event Information

Event: D.E.E.R. 2025
Purpose of Event: Outdoor Education
Booking Type: **Retreat**

Arrival Date: May 19, 2025
Arrival Time: 6:00 AM
Departure Date: May 23, 2025
Departure Time: 11:30 AM
Expected number: 300
Minimum Number: 100/100

Meals and Requests

Meal Date	Meal Type	Meal Name	Location	Number of Guests
May 19, 2025 12:05 PM	Lunch	Lunch	Dining Hall	150
May 19, 2025 5:30 PM	Dinner	Dinner	Dining Hall	150
May 20, 2025 7:45 AM	Breakfast	Breakfast	Dining Hall	150
May 20, 2025 12:05 PM	Lunch	Lunch	Dining Hall	150
May 20, 2025 5:30 PM	Dinner	Dinner	Dining Hall	150
May 21, 2025 7:45 AM	Breakfast	Breakfast	Dining Hall	150
May 21, 2025 12:05 PM	Lunch	Lunch	Dining Hall	150
May 21, 2025 5:30 PM	Dinner	Dinner	Dining Hall	150
May 22, 2025 7:45 AM	Breakfast	Breakfast	Dining Hall	150
May 22, 2025 12:05 PM	Lunch	Lunch	Dining Hall	150
May 22, 2025 5:30 PM	Dinner	Dinner	Dining Hall	150
May 23, 2025 7:45 AM	Breakfast	Breakfast	Dining Hall	150

Special Requests:	Package Rate inlcudes 2 nights lodging, 6 meals with meeting space, gym, grounds, and ropes course included. Kenny Lane, Guest Services Director, will be in contact regarding ropes course use and this may require training from HMS staff as Kenbrook facilitator.
Meal Instructions:	
Food Allergies:	Send NO LATER than 2-weeks prior to: food@kenbrook.org
Dietary Requests:	Kenbrook Bible Camp's kitchen is a nut free environment in order to keep everyone as safe as possible. Our food service staff is able to alter menus for most other allergies with at least two weeks advanced notice, but our food service staff is not able to alter menus for food preferences. Each group space is equipped with a refrigerator and microwave where guests with food preferences or more severe allergies may store and prepare supplemental food. If you have any additional questions, please feel free to contact our Food Service Director, Matt Garber, at food@kenbrook.org.

Kenbrook Bible Camp and Retreat Center
190 Pine Meadow Rd.
Lebanon, PA 17046

Phone: 717-865-4547
Fax: 717-865-0995
info@kenbrook.org
www.kenbrook.org

August 27, 2024

Booking Contract: D.E.E.R. 2025

Reservations

Accommodations

Woodland Lodge

Name	From	To	Notes
Enitre Lodge	May 19 6:00 AM	May 23 11:30 AM	

Mountain View Lodge

Name	From	To	Notes
Entire Lodge	May 19 6:00 AM	May 23 11:30 AM	

Fairland Lodge

Name	From	To	Notes
Entire Lodge	May 19 6:00 AM	May 23 11:30 AM	

Koinonia Lodge

Name	From	To	Notes
Entire Lodge	May 19 6:00 AM	May 23 11:30 AM	

Resources

Meeting Rooms

Name	From	To	Notes
Cedar	May 19 6:00 AM	May 23 11:30 AM	Secondary Meeting Space. Standard Set-up. Any furniture considered standard set-up that gets moved, but is not moved back, may incur a $25.00/charge per meeting. -
Pine	May 19 6:00 AM	May 23 11:30 AM	Primary Meeting Space. Set-up Included. Please have desired set-up returned NO LATER than 2-Weeks prior to arrival. -
Sycamore	May 19 6:00 AM	May 23 11:30 AM	Secondary Meeting Space. Set-up NOT Included. Tables and Chairs can be placed in Room. Please provide desired equipment needs NO LATER than 2-Weeks prior to arrival. -

Kenbrook Bible Camp and Retreat Center
190 Pine Meadow Rd.
Lebanon, PA 17046

Phone: 717-865-4547
Fax: 717-865-0995
info@kenbrook.org
www.kenbrook.org

August 27, 2024

Booking Contract: D.E.E.R. 2025

Program Areas

Name	From	To	Notes
Gymnasium	May 19 6:00 AM	May 23 11:30 AM	
Pavilion	May 19 6:00 AM	May 23 11:30 AM	For class
Upper Playing Field	May 19 6:00 AM	May 23 11:30 AM	
Game Plaza	May 19 6:00 AM	May 23 11:30 AM	

Campfires

Name	From	To	Notes
Lake View Campfire Circle	May 19 6:00 AM	May 23 11:30 AM	Tuesday and Thursday Nights

Activities/Programs

Name	From	To	Notes
Fishing	May 19 6:00 AM	May 23 11:30 AM	HMS brings their own equipment. Kenbrook to provide a fridge.
Game Plaza	May 19 6:00 AM	May 23 11:30 AM	
Hiking	May 19 6:00 AM	May 23 11:30 AM	
Low Ropes Course	May 19 6:00 AM	May 23 11:30 AM	

Equipment

Name	From	To	Notes
White Board/Flip Chart	May 19 6:00 AM	May 23 11:30 AM	1 in each lodge lobby and 1 on Woodland Porch

Additional Information: Please remember that a signed contract and deposit are the items that hold the dates for your event. We are unable to hold dates indefinitely.

Arrival and departure times outlined on the contract are what we use to staff our departments for food service, hosting, and housekeeping. Please review your times to ensure that is the actual time you intend to arrive and depart.

Groups are welcome to pay with a credit card. Please understand that we are billed a 4% charge from our service provider and so we pass that service charge on to the group. If paying by credit card, please factor in the additional 4%. Sending or bringing a check with you upon arrival is the preferred payment method.

Contracted By: Kenny

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Lebanon, PA 17046

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Fax: 717-865-0995
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August 27, 2024

Booking Contract: D.E.E.R. 2025

A. Guarantee and Finances

Charges

Date	Description	Quantity and Rate	Total
May 19, 2025	2 Nights 6 Meals HMS Rate	200 @ $155.00 x 1 Person	$31,000.00
May 19, 2025	Day Guest Grounds Fee - Wednesday	0 @ $10.00 x 1 Person	$0.00
May 19, 2025	Lunch - Monday	0 @ $12.50 x 1 Person	$0.00
May 19, 2025	Day Guest Grounds Fee - Tuesday	0 @ $10.00 x 1 Person	$0.00
May 19, 2025	Lunch - Wednesday	0 @ $12.50 x 1 Person	$0.00
May 19, 2025	Day Guest Grounds Fee - Thursday	0 @ $10.00 x 1 Person	$0.00
May 19, 2025	Lunch - Thursday	0 @ $12.50 x 1 Person	$0.00
May 19, 2025	Lunch - Tuesday	0 @ $12.50 x 1 Person	$0.00
May 19, 2025	Day Guest Grounds Fee - Monday	0 @ $10.00 x 1 Person	$0.00

To reserve the requested dates, we understand a non-refundable, non-transferable deposit of $4,650.00 is due on September 10, 2024. The deposit is applicable to total fees. (Deposit is based on 15% of the minimum guaranteed number of guests.)

We agree to pay Kenbrook for the agreed upon minimum numbers of guests based on the triple/quad package rate. Once this contract has been signed, we are obligated to its terms to pay this amount regardless of how many guests actually attend the Kenbrook retreat. We agree our maximum number of guests shall not exceed 300 guests unless additional space is available and confirmed by Kenbrook prior to our arrival.

We agree to contact Kenbrook no later than 05, May, 2025 (14 days prior to arrival) to provide our final attendance count. An invoice for your event will be emailed after the final numbers are reported to Kenbrook.

Payment is due at time of service.

B. Cancellation and Group Reduction Policy

We understand that we may cancel this agreement at any time up to 120 calendar days prior to the beginning date of our event. In so doing we agree to forfeit our deposit.
If we cancel this agreement at any time within the 120 calendar days prior to the beginning date of our event, regardless of the contract signing, we understand that we will be responsible for 50% of the guarantee minimum and that we will forfeit our deposit.
Any changes to the terms of this contract, must be agreed upon and signed by both parties in order to take effect.

C. Governing Policies

We agree to respect the beliefs of Kenbrook as set forth in their statement of belief, and to do nothing by word or act that will in any way detract from the testimony of this ministry. This statement is available for review upon request. Kenbrook reserves the right to dismiss any group or individuals who are not in compliance.
We agree to abide by the policies posted on grounds or communicated by Kenbrook personnel. The signer accepts the responsibility of communicating these guidelines to the participants and will follow through to ensure compliance.
It is understood that this contract is not binding until a copy of the original contract bearing signatures of both parties, including the signature of an authorized representative of the rental group, is returned to the Kenbrook office.
It is understood that if this contract and the indicated deposit are not returned to Kenbrook on or before the date shown, Kenbrook is free to negotiate with another group for the conference dates indicated.
We agree to provide proof of liability insurance for our group with coverage of up to $1,000,000.
It is understood that Kenbrook does not have medical staff on the property and is not responsible for medical treatment or transportation to a medical facility in the event it is needed.

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August 27, 2024

Booking Contract: D.E.E.R. 2025

Please return signed contract with deposit to confirm your retreat dates.

By signing this contract, both parties are indicating they have read, understand, and agree to all financial terms and policies in the contract.

Daniel Hugendubler
Signature D.E.E.R. 2025

Outdoor Education Coordinator *August 27, 2024*
Title Date

Director of Guest Services August 27, 2024
Title Date

Lindsay K. Drew, School Board President

November, 4, 2024

Camy

For office use only

☐ Paid_____ $ _____ ☐ Cash ☐ Check ____ ☐ Card

Received By_____

ACCO BRANDS

SERVICE SOLVED powered by GBC

EQUIPMENT MAINTENANCE AGREEMENT (EMA) RENEWAL QUOTE

Attention:	~~SallyAnn Talley~~ Erica Strout	Date:	
Email	~~Stalley@hershey.k12.pa.us~~ estrout@hershey.k12.PA.us	Previous Contract:	40331092

This letter is to offer you a GBC/ACCO BRANDS Equipment Maintenance Agreement (EMA). Coverage details and pricing are outlined below.

	Model And Description	Serial#	Start Date	End Date	PRO RATED Renewal Price		
1	V,EMA ULTIMA 65	WI00330G	02/23/2024	02/22/2025	$652.08	***	***
→ 2	V, EMA ULTIMA 65	TH1628700002	03/05/2024	03/04/2025	$608.22	***	***
	Credit for Contract 40340428	UA29971H			- $353.60		
					$906.70		

This quote is valid for 90 days from the date issued*

Note that without coverage, you will be responsible for labor, travel, and parts for each service call placed on your equipment.

GBC/ACCO BRANDS offers the same reliable service on many other products such as Collators, Paper Cutters, Folding machines and lots more! Discounts are also offered for multi-machine and multi-year contracts.

Contact me for additional information and/or to process your agreement. For your convenience, I have also included your service technician's contact information for you below.

Thank you – GBC/ACCO BRANDS appreciates your business!

Customer Acct Name	HERSHEY INTERMEDIATE SCH 5045145 450 HOMESTEAD RD HERSHEY PA 17033		
Authorized Signature		Phone	
Date	Novemeber 4, 2024	P.O. Number	

All contracts with a value of $650 or higher require a signature*

Allison Pardue
Equipment Maintenance Agreement Specialist
Email: Allison.Pardue@acco.com
Phone: 888.449.5927***Direct :662.480.3354

Robert Lauer #2105
Field Service Technician
Email: Robert.Lauer@acco.com
Phone: 224.383.5764

EQUIPMENT MAINTENANCE AGREEMENT (EMA) TERMS AND CONDITIONS

1. Upon payment of the Total Invoice and subject to the terms and conditions contained herein, ACCO BRANDS will use commercially reasonable efforts to maintain in good working order the electrical and mechanical parts and components of the Equipment.

2. Whenever service is required, ACCO BRANDS will use commercially reasonable efforts to repair the Equipment without charge for labor or parts. ACCO BRANDS may use new, used, refurbished, remanufactured, or reconditioned parts when providing such service. Not covered are consumable supply items, including but not limited to modular punching dies, wide format laminator rollers, cut sticks, cutter knives, trimmer blades or optional accessories purchased for the Equipment. Also not covered are parts damaged by the customer through abuse or misuse. All replaced parts will become the property of ACCO BRANDS.

3. All service will be provided during ACCO BRANDS's normal business hours, 8:30 A.M. to 5:00 P.M., Monday through Friday. For service outside of normal working hours additional charges shall be paid by Customer in accordance with then prevailing ACCO BRANDS rates.

4. For all new Equipment, Customer will have the Equipment set up in the location it is to be used. ACCO BRANDS does not allow its Technicians to lift equipment greater than 60 lbs. and ACCO BRANDS's Technicians must seek additional assistance if equipment weighing greater than 60 lbs. needs to be lifted for any reason.

5. Customer agrees to give ACCO BRANDS at least thirty (30) days prior written notice of any change in location of the Equipment.

6. Maintenance hereunder does not include repair of damage resulting from abuse, accident, failure or reduction of electric power, improper installation or storage, improper Equipment operating environment, misuse, neglect, transportation, failure to operate within performance specifications, or failure to operate according to instructions and documentation. If persons or entities other than ACCO BRANDS service personnel shall perform maintenance on or repair the Equipment, and as a result further repair or maintenance by ACCO BRANDS is required to restore the Equipment to good operating condition, any such further repair or maintenance shall be subject to additional charge by ACCO BRANDS in accordance with the prevailing ACCO BRANDS rates.

7. **Renewals shall be governed by then prevailing ACCO BRANDS rates unless terminated by either party upon thirty (30) days written notice.**

8. If any Equipment is regularly used by more than one shift of personnel, the maintenance total charge for that Equipment will be increased 100 percent for each additional shift regularly using the Equipment.

9. If the Equipment becomes obsolete because components to complete the repair are no longer available, ACCO BRANDS will refund the remaining prorated portion of the Agreement to the Customer.

10. All applicable federal, state and local taxes (except taxes based on income) shall be borne by the Customer when and if levied on the services performed hereunder.

11. This Agreement shall constitute the entire agreement between the Customer and ACCO BRANDS irrespective of inconsistent or additional terms and conditions in the Customer's purchase order or other documentation. Any alteration or additions to the terms and conditions of this Agreement as enumerated and

printed herein, shall not be binding on ACCO BRANDS unless the Agreement as altered shall have been approved in writing by an officer of ACCO BRANDS.

12. **CUSTOMER AGREES THAT ACCO BRANDS SHALL NOT BE LIABLE FOR ANY INCIDENTAL OR CONSEQUENTIAL DAMAGES OR ANY LOSS OF BUSINESS HOWEVER CAUSED NOTWITHSTANDING ADVICE TO ACCO BRANDS OF THE POSSIBILITY OF SUCH DAMAGES, INCLUDING WITHOUT LIMITATION DAMAGES RESULTING FROM THE IMPROPER FUNCTIONING OF THE COVERED EQUIPMENT.** No action arising out of this Agreement or services performed hereunder may be brought by either party more than one (1) year after the cause of action has accrued.

13. **In cases when ACCO BRAND's standard insurance certificate does not meet Customer's insurance requirements, all insurance (including any landlord's insurance requirements) required from ACCO BRANDS, must be specified at the signing of this Agreement, agreed to in writing by ACCO BRANDS, and attached to this Agreement. The attachment must be affirmatively indicated on the front side of this Agreement.**

AGREEMENT COVERAGE

Three - Point

- Toll-Free number to call in for service.
- Four (4) business hour phone response from Technician.
- Two business day on-site service.
- Unlimited parts, labor, and Travel.

BILLING INFORMATION

Remit to address:

ACCO Brands USA LLC
PO Box 203412
DALLAS TX 75320

Reservation Agreement Between Township of Derry and Derry Township School District

PREFACE

As the sole owner and operator of the Derry Township Community Center located at 605 Cocoa Avenue, Hershey, Pennsylvania ("Community Center"), the Township of Derry shall establish its requirements for use, scheduling, financial arrangements, and any conditions affecting or impacting the facility or the Township as a result of the use by an outside party and it shall be understood that this use is a limited privilege granted by the Township and not a right, and furthermore that said use may be forfeited for failure to abide by the provisions of this Reservation Agreement and/or the Township's rules and regulations and/or policies governing the Community Center. The parties hereto specifically understand and agree that the Township reserves the right to and may prohibit the use of the Community Center at any time in the event the Township determines the provisions of this Reservation Agreement and/or the rules and regulations and/or policies of the Community Center have been violated and/or for any other reason deemed appropriate by the Township. The parties understand and agree that either party may terminate this Reservation Agreement at any time for any reason, subject to the notice requirement set forth herein.

For the purposes of this Reservation Agreement, the term "Director" shall be defined as the person designated as Director of Parks and Recreation for the Township of Derry, the term "Township" shall be defined as the Township of Derry, the term "Administrator" shall be defined as the person(s) representing the Derry Township School District, and the term "Team" shall be defined as the Hershey High School Swim Team.

This Reservation Agreement ("Agreement") is entered into by and between the Township of Derry and the Derry Township School District. The term of this Agreement shall be for the 2024-2025 PIAA High School swim season.

I. RECOGNITION

A. The Township shall recognize the Athletic Director of the Derry Township School District as the Administrator of the Team.

B. A direct line of communication shall be established between the Director/ Township Manager and the Athletic Director to resolve or discuss matters that affect the Team's use of the Community Center. The Team and the Township shall appoint persons to act as liaisons for day-to-day matters affecting this Agreement.

II. FACILITY USE

A. The Township agrees to and shall provide the Team with nonexclusive access to and the use of the Lap/Competition Pool at the Community Center and only those additional areas specifically marked and identified as "Reserved Space" on the

attached sketch plan which is incorporated herein and marked as Exhibit "A" at the reserved times approved by the Township, subject to the terms, conditions and fees set forth herein. The Team shall only be permitted to access and use the Reserved Space identified on Exhibit "A" during the time specifically approved by the Township in writing. Team members, coaches, patrons, attendees and/or participants are not permitted to access or use any area and/or facilities outside the Reserved Space within the Community Center during the Team's events, meets, clinics, practices and/or other Team activities, unless otherwise specifically permitted by the Township in writing.

B. Derry Township Parks and Recreation Department programs shall have priority scheduling over programs of the Team except as otherwise specifically provided for in this agreement.

C. A written schedule request for the Team's proposed program schedule shall be presented by Club Officers to the Director and Township for consideration and if approved by the Township, which shall be within the discretion of the Township, shall not be changed without prior written consent of the Township. The Township shall have full and sole discretion to deny, approve, and/or partially approve the Team's proposed program schedule.

D. Times and dates for all meets of the Team shall be subject to the review and approval of the Township and shall be dependent upon the availability of pool time within the established and Township approved pool schedule.

E. Adequate parking must be allotted for Community Center members and patrons during all Team meets and/or events. The Team shall not be entitled to the exclusive use of the parking facilities at the Community Center at any time. The Club may be required to secure additional, off-site parking for Club meets and/or events from the Derry Township School District.

F. At no point can the entire Community Center facility be closed to the public/Community Center members due to a Team event. The Team understands and agrees that its use of the Community Center is nonexclusive and that it needs to and shall share the facilities with the public and/or members at all times. In particular, this Agreement is only for the use of the Lap/Competition Pool and the Reserved Space. No other areas of the Community Center shall be used and/or accessed by the Team and/or the Team's members, attendees, patrons and/or participants. The Team shall not use and/or have access to any area within the Community Center other than the Lap/Competition Pool and Reserved Space, and the Team shall ensure all of its members, attendees, patrons and/or participants refrain from entering and/or using areas of the Community Center outside of the Reserved Space. The Team shall be solely responsible for enforcing this provision and ensuring no other areas of the Community Center are used and/or accessed by the Team's members, attendees, patrons and/or participants during Team meets

and/or events. Failure of the Team to comply with this Section and/or to ensure compliance by others with this Section shall be considered a material breach of this Agreement.

G. While utilizing the Lap/Competition Pool and Reserved Space, the Team and the Team's members, patrons, attendees and participants shall comply with and abide by all Township rules and regulations and/or policies applicable to the Community Center. In particular, there shall be no food or drink on the pool deck other than water.

H. The Team shall be required to share pool time during the reserved time if and where deemed necessary by the Township, depending on the scheduled events and/or uses. There shall always be at least two (2) swimming lanes in the Lap/Competition Pool open for Township residents and/or Community Center members to use unless otherwise approved by the Township in writing.

I. The Team shall provide the necessary manpower, both prior to and following all Team events, for set-up and tear-down in a manner acceptable to the Township. Only Township staff is authorized to install and disassemble the touch pads and starting equipment. The Reserved Space and all facilities shall be left in the same condition as they were found following any event of the Team, unless otherwise directed and/or authorized by the Township.

J. The Team shall be responsible for any damage to equipment at the Community Center due to the Team's use of the same and/or the use of such equipment by the Team's members, patrons, attendees and/or participants. The Team shall also be responsible for any and all damage to the Community Center due to the Team's use and/or the use of the Team's members, patrons, attendees and/or participants. The parties hereto specifically understand and agree that any damage to Township equipment and/or the Reserved Space that occurs during a Team meet and/or event shall be presumed to be caused by the Team and/or the Team's members, patrons, attendees and/or participants, and that the Team shall be solely and fully responsible and liable for the repair and/or replacement of the same.

K. Team coaches, members, patrons, attendees and/or participants are not permitted in the Community Center Leisure Pool and/or Leisure Pool Locker Room at any time during any Team meets and/or events. The parties understand and agree that the Leisure Pool and Leisure Pool Locker Room are not part of the Reserved Space under this Agreement and shall not be used by the Team without specific written permission from the Township.

L. Team coaches, members, patrons, attendees and/or participants are not permitted in any areas within the Community Center not specifically identified as Reserved Space on the attached Exhibit "A" at any time during Team meets and/or events. The parties understand and agree that only the areas specifically identified as Reserved Space are the areas reserved for the Team under this Agreement during the specific times approved in writing by the Township.

M. The Team shall comply with and follow any and all policies of the Township governing to the use of the Community Center. The Team understands and agrees that the Township may amend and/or add to the policies of the Community Center at any time and that the Team shall comply with and abide by any and all such policies, as amended, at all times.

N. Team members, coaches, officers, patrons, attendees and participants shall be restricted to only those areas within the Reserved Space normally open to the public. If authorized by the Township in writing, only authorized Team personnel shall have limited access to the Aquatic Storage and Meet Management Room located in the Lap/Competition pool natatorium. All other areas not open to the public shall be off limits to Team members, coaches, officers, patrons, attendees and/or participants at Team events. Team personnel or Team Coaches shall not operate or otherwise adjust any pool or air handling equipment within the Community Center unless specifically authorized by the Township in writing.

O. The Team may charge an entrance admission fee at any Dual Meets. The Team shall provide the Township with the number of total admissions collected and remit 75% of the collected gross revenue from such admission fees to the Township. The parties understand and agree that the Township may adjust this provision annually in the event the Township determines that a different percentage of the admission fees should be provided to the Township and/or if there are additional issues that need to be addressed in relation to the admission fees. The Team is entitled to 100% of merchandise or program sales. At no time may the Team charge for parking at the Community Center.

P. The Team is responsible for restoring the Community Center facilities to the same condition as found prior to its use. This provision does not require the Team to perform routine maintenance, but does require that any spills, damage, or littering resulting from the Team's use be cleaned up and/or properly resolved, replaced and/or repaired as deemed necessary by the Township. A maintenance fee will be imposed against the Team if the Community Center area used by the Team is deemed unacceptable following the Team's use as determined by the Director or Township. A fee shall be determined by the Township and based on the time and materials necessary to resolve the issue.

Q. During Team events, the Team shall staff the pool, facility, or parts thereof, and the entire Reserved Space with adult supervision to control vandalism, monitor behavior, and to monitor the use of the locker rooms to minimize littering, spills, damage and/or maintenance costs. The Township assumes no responsibility for unsupervised participants and/or family members anywhere on the Community Center property before, during, or after a Team practice, competition, and/or other Team event. The Team agrees to and shall indemnify, release, defend and hold the Township harmless from any and all claims resulting in injury to persons or property as a result of the Team using the Community Center and/or its pool and/or facilities, and/or resulting from actions and/or inactions of the Team and/or the Team's members, attendees, patrons, and/or participants in relation to the Team's use of the Community Center under this Agreement.

R. If Club members are not members of the Community Center, they may only enter the facility 20 minutes prior to their scheduled Club practice or event time and shall leave the premises within 20 minutes after its conclusion. Club members shall only utilize and/or access the Reserved Space during the pre-practice/post-practice or pre-event/post-event timeframes. No other areas within the Community Center shall be used and/or accessed by the Club's members, patrons, attendees and/or participants.

S. The Township requires that the First Aid Room remain available for use during any practice or meet of the Club, subject to Township approved supervision. The Meet Management Room or the spectator gallery (behind bleacher seating) may be used for Officials' meetings and Coach Hospitality during meets only after the Township specifically approves such use in writing. No other individuals are permitted within the Meet Management Room and/or the spectator gallery.

T. A scheduled Township employed lifeguard must be present whenever the Club utilizes a pool at the Community Center for any purpose. Use of any pool at the Community Center in any manner without a scheduled Township employed lifeguard will result in the termination of this Agreement. If there is no Township employed lifeguard on duty, the Club shall not be permitted to allow anyone in the pool.

III. INSURANCE AND INDEMNIFICATION

A. The Team shall be required to carry its own general liability insurance coverage in the following amounts: Bodily Injury and Property Damage combined single limit in the amount of $ 2,000,000, each occurrence, with an annual aggregate of $ 3,000,000. In addition, the Team shall submit to the Township a Certificate of Insurance naming the Township as an additional insured on the above insurance coverage. The Team shall maintain such insurance coverage and shall not cancel the same without providing the Township with sixty (60) days written notice prior

to such cancelation. The Team shall also carry the requisite workers' compensation insurance in a manner, form and amount required by law in Pennsylvania.

B. The Derry Township School District shall release, protect, indemnify, save, keep and hold harmless the Township, its agents, servants and employees, against and from all claims arising out of the use of the Community Center and/or other Township facilities by the Team or by any other organization using the facilities at the request of or upon invitation of the Team, whether it be for league activities or for special events as defined herein, including but not limited to claims resulting from the negligence of the Township.

C. The Team further covenants that during the term of this Agreement and any renewal thereof, the Team shall assume full responsibility for the use of the Community Center by the Team and will indemnify and hold harmless the Township from any and all actions, claims, loss, cost, injuries and/or damages, including attorneys' fees, that may arise in connection with this Agreement and/or the use of the Community Center by the Team, its agents, employees, patrons, participants, members, attendees or any other person utilizing the Community Center for any intended use set forth herein and/or during a Team event, including any and all claims relating to the Township's actions and/or inactions. The Team agrees to and shall also indemnify, hold harmless and defend the Township from any and all such claims of third parties against the Township as well.

IV. EQUIPMENT

A. The Team shall purchase and maintain any specialized equipment that it requires for Team events and practices. Any such equipment, which requires permanent installation or structural change, shall be subject to the review and approval of the Township and become the property of the Township once installed. Any such installation shall be submitted as a written proposal for review and approval by the Township. The parties understand and agree that the Township shall not be responsible for any damage to and/or replacement of such specialized equipment.

B. The Township will provide the following pool-related equipment if available at the Community Center for Team practices and events:

1. Lane ropes;
2. Starting blocks; and,
3. Touch pads.

C. The Team must request permission to use any Township-owned equipment and shall be required to secure written permission from the Township before using such equipment.

D. The Township shall designate a separate storage area for Team equipment and supplies. This area shall be designated as a storage cabinet in the competition pool storage room. Keys to the storage area shall be issued by the Township to authorized Team personnel subject to Township key control policies and procedures. The parties understand and agree that the Township shall have no liability for loss, theft, or damage to any equipment and/or other material and/or property contained in the storage area. The Team shall maintain the area in a neat, safe, and orderly manner. The Township may require the Team to make improvements or eliminate items stored if it creates an unsafe and/or unacceptable environment or otherwise detracts from the appearance of the facility. Any Team equipment left in a public area shall be the responsibility of the Team to monitor and supervise.

E. Use of a trampoline for any purpose on Township property is strictly prohibited.

F. The Team may utilize the meet management room for the operations of swim meets if approved by the Township. Any Team owned equipment, supplies, and items located in this room are the sole responsibility of the Team and the Township shall not be held responsible for the loss or damage of such items. This area must be kept in a neat and orderly manner. The storage of any items, which may pose a threat to Team personnel, Township staff, or the public, and/or that is deemed unacceptable by the Township shall be prohibited. The Township reserves the right to inspect and/or conduct maintenance activities in this area without prior notice.

V. AQUATIC CLUB PERSONNEL

A. All Team volunteers, participants, employees, or guests attending meets, events or practices shall be required to follow all applicable Community Center, facility and pool use rules and regulations. All swimmers must shower before entering the pool.

B. All Team coaches and employees shall be contracted by and paid by the Derry Township School District and shall not be considered Township employees. During Team practices and events at the Community Center, Team coaches and employees are not representatives of the Township, but solely representatives and agents of the Team. This section shall not prohibit, however, any such coach or employee from employment by the Township for other duties or activities.

C. The Team shall assume all associated expenses and liability for its coaching staff.

VI. RENTAL FEES AND OTHER CHARGES

A. The Team shall pay an hourly pool rental fee for the time reserved for Team use (excluding the times the facility is unavailable due to mechanical or other

operational issues) or time utilized by the Team but not reserved according to the following criteria:

Derry Township Residents: **$15 per hour per lane.**

B. There shall be an additional charge for the use of the pool at the Community Center for Club meets or other special events. Request for use of the Community Center facilities for meets and other events shall be submitted, as set forth herein to the Township for approval. The rate schedule for such meets and special events shall be as follows:

Dual Meet: **$750 per event**

C. For the purpose of billing, the Team must present a monthly pool usage calendar to the Township within seven (7) days of the end of the month. The Township will invoice the Team within ten (10) days. The Team will have 30 (thirty) days to submit payment.

D. The Team is required to notify the Township within seven (7) days if reserved pool time will not be utilized. If the Team fails to notify the Township of such changes, Team will be charged the normal lane fee to compensate the Township for lost revenue.

VII. MISCELLANEOUS

A. The Team shall provide the Township, annually, a list of all Club members and participants, which shall include names, addresses, and telephone numbers. In the event the Township determines that a list of current Club participants is needed on a more regular basis, whether it be every six months, quarterly, or monthly, the Township shall notify the Club in writing and the Club shall be required to comply with such a reporting adjustment.

B. The Team shall require the parent or guardian of each participant under the age of 18 and each participant 18 years of age or older to sign a waiver of liability listing the Township as one of the parties to be released from liability. The form of waiver shall be approved by the Township.

C. The Club will require that all participants and parents review and sign a swimmer "code of conduct," jointly agreed upon by the Club and the Township to be followed while using the Community Center facilities.

D. The Derry Township Community Center is operated under all applicable Pennsylvania Department of Health Public Bathing Place Regulations. All participants understand they are utilizing the Community Center under their own free will.

E. The parties hereto understand and specifically agree that the Township, in its sole discretion, may unilaterally reopen the terms and conditions of this Agreement in the event it determines adjustments to the terms and conditions are necessary to protect the interests of the Township and to ensure the proper operation, maintenance and use of the Community Center. The Township shall provide the Club with thirty (30) days written notice prior to implementing any such adjustments to the terms and conditions of this Agreement.

VIII. VIOLATIONS AND TERMS OF THE AGREEMENT

A. Either party may terminate this Agreement for breach of the Agreement, but only if that party notifies the other party in writing of the breach and the party receiving such notice has not cured the breach within 30 (thirty) days after receiving notice. This right to terminate the Agreement shall be the sole and exclusive remedy for any breach of the Agreement or for any damages suffered in connection therewith, except for monetary amounts due and owing as of the effective date of termination pursuant to Paragraph VI of this Agreement and/or monetary amounts needed to correct and/or repair any damaged equipment and/or property within the Community Center. Nothing herein is intended to limit the liability of the Club to repair, replace, and/or otherwise remedy any damage to the Community Center and/or Township equipment caused by the Club and/or the Club's patrons, attendees and/or participants, and/or any damage to the Community Center and/or Township equipment at the Community Center occurring during a Club event, practice, clinic and/or meet within the Reserved Space and/or elsewhere in the Community Center believed to be caused by the Club and/or the Club's patrons, attendees and/or participants, in which case the Club shall be solely and fully liable and responsible for the repair and/or replacement of such damaged property and/or equipment.

B. It is hereby mutually agreed that either party may also terminate this Agreement for any reason at the end of the term and/or at the end of any renewal term by giving to the other party written notice forty-five (45) days prior to the end of the then Agreement term.

C. Township may terminate this Agreement if it determines in its sole discretion that the Club has failed to comply with the terms of this Agreement, including but not limited to Club's failure to properly maintain the Community Center and/or if the Club has violated any Township Ordinance or other requirement of this Agreement and/or violated any rule or regulation of the Community Center, by providing the Club thirty (30) days written notice of said termination. Such determination shall be within the sole discretion of the Township. It is also hereby mutually agreed that the Township may terminate this Agreement with the above-referenced thirty (30) days written notice if the Township is informed that said Agreement is in violation of the intended, approved and/or authorized usage of the Community Center by any controlling governmental agency.

IN WITNESS WHEREOF, the parties have hereto caused this Agreement to be signed by their respective Officers, intending to be legally bound.

ATTEST:

TOWNSHIP OF DERRY

Amy Walker, Director of Parks & Recreation

ATTEST:

DERRY ~~TOWNSHIP SCHOOL~~ DISTRICT

IX. ATTACHMENT A

Township of Derry resident rate schedule for use of the Derry Township Community Center.

(Prices are per hour unless otherwise noted)	**Res**	**NRes**
Pool Lane Fee (Per lane/hr.)	$15	$18
Kitchen	$35	$45
Classroom (3)	$45	$55
Party Room	$45	$55
Gymnasium (per court)	$50	$65
Multi-purpose Community Room (per section)	$75	$95
Multi-purpose Community Room (entire room/4 hrs.)	$800	$1,000

Proposal

440 State Street
Schenectady NY 12305

Date: October 16, 2024

ATTN: Steve Bell
Derry Township SD
650 Clearwater Road
Hershey, PA 17033
Phone: 717-566-7422

Prepared By: Laurie Green
Title: Account Executive
Email: lgreen@transfinder.com

Phone: 518-723-8114

This quotation is valid for 30 days from issue date.

Transfinder Products and Services	Qty.	Initial Cost	Annual Fees
Routefinder Pro to Routefinder Plus Migration Routefinder PLUS is Transfinder's easy-to-use, browser-based transportation software solution. The Routefinder PLUS implementation includes exchanging your Routefinder Pro licenses for Routefinder PLUS licenses along Implementation, Data and Training Services. Implementation Plan Includes a Project Kickoff Call along with: Sandbox Installation with Client Data / Conversion Testing Report Creation / Online Training Final Data Conversion / Go-Live/ Rollout Responsibilities Include: Weekly Status Meetings / Data Conversion Services Report Creation Services / Data Import & Analysis Consulting Project Management Consulting Services / Training Consulting Services 8-weeks (1 hour each week) **A requirement for Routefinder PLUS Implementation is that the customer assigns a project champion and has at least one (1) staff member attend Transfinder University Routefinder PLUS Livestream. Transfinder University Training costs are not included in this quote.*	1	$7,500	
Additional License(s) of Routefinder Plus	3	$0	$0
GIS Map Conversion for County Map(s): Dauphin, Cumberland, Lancaster and Lebanon Transfinder will perform a one-time conversion of accessible map data for use in Routefinder software. • Locate available county GIS data including point / parcel layers • Collect and review map data and provide most accurate data source • Convert county map data into a format compatible with Routefinder • Archive existing maps and deliver new map data to client; • Implement new maps in the district's existing routing operation.	4	$7,980	

Stopfinder Communication Stopfinder is the easy-to-use parent app that enables registered users to see their children's bus schedules. The transportation department and registered users (subscribers) can stay connected by sending and receiving messages through the secure Stopfinder app. Benefits include: • Send electronic invitations to parents and guardians for easy onboarding process • Reliable and secure stop information • Two-way communication with registered parents and guardians (subscribers) • Send messages to subscribers based on grade, school, route, selected map region or any criteria • Receive messages including attachments (photos and documents), from subscribers • Listen and respond to your community to eliminate misinformation Your purchase of Stopfinder includes: • Up to eight (8) hours of online training which must be used within 10 weeks after first completed session.	**1**	**$1,800**	**$1,800**
Transfinder Hosting Services powered by Amazon Cloud Services • Hosting includes database server, application servers, storage, and data maintenance • Hosting Service is due with initial purchase and is included in the future Hosting Service.		**$2,600**	**$2,600**
Transfinder University Livestream – Routefinder PLUS • Routing System Proficiency Course • 2 days of online training in a Routefinder PLUS training dataset • Class hours 8:30 am-5:00 pm Eastern Daylight Time	**1**	***$1,925***	
Pro to PLUS Promotion TU (Valid until 11/30/2024)		**-1,925**	
Pricing for Transfinder Software, Services and Hosting Fees		***$19,880***	***$4,400***
Initial Cost		***$19,880***	
Increase to existing Technical Support and Upgrade Fees		***Included***	***$1,800***
Increase to existing Annual Hosting Service Fees		***Included***	***$2,600***

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

APPROVED BY:

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

November 4, 2024
Signature / Date

Commercial
SERVICE AGREEMENT
NON-HAZARDOUS WASTES

Waste Management of Pennsylvania, Inc.
WM of Central PA (61)
4300 Industrial Park Road
Camp Hill, PA 17011-5717
Telephone: 800-869-5566 Fax:

CUSTOMER ACCOUNT # 611-197988
SIC CODE #REF!
MAP GRID #REF!
EFFECTIVE DATE 07.01.2024
LAST API DATE

Account Name:	Derry Township School District
Service Address:	550 Homestead Rd.
Address #2:	
City, State, Zip:	Hershey PA 17033
Phone/Fax:	717.508.9616
Contact:	Linda Figueroa
E-Mail:	lfigueroa@hershey.k12.pa.us
Mobile Phone:	
County:	

Billing Name:	Derry Township School District
Billing Address:	PO Box 898
Address #2:	
City,State, Zip:	Hershey PA 17033
Phone/Fax:	717.534.2501
Contact:	Accounts Payable
E-Mail:	ap@hershey.k12.pa.us
Mobile Phone:	
County:	

No — Are the Service and Billing addresses the same?

New Service

Reason	Sys	QTY	Size	Waste Type	Lids, Locks, Wheels	Owner-ship	Freq	M	T	W	TH	F	S	Extra Pickup Rate	Charge(s) *	
CRL	FL	1	8FL	MSW	Lids	WM	5x wk								$ 770.00	per Month
CRL	FL	1	8RY	Stream	Lids	WM	3x wk							$ -		per Month
														$ -	$ -	per Month
														$ -	$ -	per Month
														$ -	$ -	per Month
														$ -	$ -	per Month
														Total	$ 770.00	per Month

Old Service

Reason	Sys	QTY	Size	Waste Type	Lids, Locks, Wheels	Owner-ship	Freq	M	T	W	TH	F	S	Extra Pickup Rate	Charge(s) *	
														$ -	$ -	per Month
														$ -	$ -	per Month
														$ -	$ -	per Month
														$ -	$ -	per Month
														$ -	$ -	per Month
														$ -	$ -	per Month
														Total	$ -	per Month

To be completed, if applicable. Any blanks or unfilled or unmarked boxes or spaces shall be deemed to be inapplicable and not affect the validity of this Agreement:	Net Change $ 770.00 per Month
Container pull/push out required?	* A fuel surcharge and environment cost recovery charge, calculated as a percentage of the Charge(s) will be included on your invoice. Information about the Fuel /Environmental Charge can be found on our website at www.wm.com under billing inquiry. State and Local taxes, if applicable, will also be added to the Charges.
Container behind gate or enclosure?	If applicable to your account, the Recycle Material Offset fee (RMO/RML/RMR) will be included on your invoice. This fee may vary from month to month based upon the recyclable material commodity market conditions.
Customer's waste materials does not exceed an average weight of ____ lbs/yrd	

SPECIAL INSTRUCTIONS/CONTAINER PLACEMENT	DRIVING DIRECTIONS
Rate firm until 06.30.2025. See Exhibit A for additional locations.	

Term	12 Months	Renewable	Yes
PO Number		Perm/Temp	Permanent
Job Number		Bill-To Acct#	
Taxable		Customer Deposit	
		Receipt Required	
Disposal Site	UNDEFINED		

FOR INTERNAL USE ONLY

Parent Unique ID _____

SCHEDULE OF CHARGES* AS REQUIRED

Rolloff Container Usage Fee	$ -	/Day
Rolloff Inactivity Fee	$ -	/Month
Rolloff Delivery Fee		
Commercial Container Service Fee	$ -	/Month
Commercial XPU	$ 9.00	/Yard
Commercial Snapshot	$ -	/Yard
Commercial Delivery	$	
Commercial Removal		
Admin Fee	$ -	/Month

Rolloff Min Ton Fee: 2 Ton minimum for Containers less than 30 yards, 3 Ton minimum for containers 30 yards and higher.

THE UNDERSIGNED INDIVIDUAL SIGNING THIS AGREEMENT ON BEHALF OF CUSTOMER ACKNOWLEDGES THAT HE/SHE HAS READ AND UNDERSTANDS THE TERMS AND CONDITIONS OF THIS AGREEMENT, ON THE SECOND PAGE, AND THAT HE/SHE HAS THE AUTHORITY TO SIGN ON BEHALF OF THE CUSTOMER.

TERMS: DUE UPON RECEIPT

Customer Derry Township School District

(Authorized Signature)

School Board President — November 4, 2024
(Title) (Date)

NAME (Print or Type) Lindsay K. Drew

Comm LSA Excel Version:02/08

Waste Management of Pennsylvania, Inc.

(Authorized Signature)

(Sales Person Name) (Date)

(Paperwork Completed By)

Effective Date:	Notes:	Location Name:	Commodity (MSW,SSRY,C&D etc):	Quantity:	Size:	Compaction (Y/N):	Front Load/ Rear Load/ RO/Comp/ Tote:	Frequency:	Old Monthly Price:	New Monthly Price:
07.01.2024		619-39796 DERRY TWP SCHOOLS CHLDHOOD CTR	MSW	1	8	N	fl	5xwk		$ 770.00
			RCY	1	8	n	fy	3xwk		$ 131.00
		619-31494 DERRY TWP SCHOOLS ELEMENTARY	MSW	1	8	N	fl	5xwk		$ 770.00
			RCY	1	8	n	fy	3xwk		$ 131.00
		619-75676 DERRY TWP SCHOOLS GRENADA	MSW	1	8	N	fl	3xwk		$ 310.00
		619-31493 DERRY TWP SCHOOLS HIGH SCHOOL	MSW	1	8	N	fl	5xwk		$ 770.00
			RCY	1	8	n	fy	3xwk		$ 131.00
		619-75772 DERRY TWP SCHOOLS MAINTENANCE								
		619-33885 DERRY TWP SCHOOLS NEW MIDDLE	MSW	1	6	N	fl	5xwk		$ 566.00
			RCY	1	6	n	fy	3xwk		$ 131.00

1. (a) SERVICE GUARANTEE. We guarantee our Services (as defined below). If Company fails to perform Services in accordance with the service summary as provided, which for Services purchased online include the information and terms disclosed during the order and checkout process (collectively, the "Service Summary"), and Company does not remedy such failure within five (5) business days of its receipt of a written demand from Customer, Customer may immediately terminate this Agreement without penalty.
(b) SERVICES RENDERED; WASTE MATERIALS. Customer grants to Company the exclusive right, and Company through itself and its Affiliates shall furnish equipment and services, to collect and dispose of and/or recycle (collectively, the "Services") all of Customer's Waste Materials at Customer's Service Address(es) listed on the Service Summary, subject to the terms and provisions contained herein (collectively, with the Service Summary, the "Agreement"). If Customer changes its Service Address(es), this Agreement shall remain valid and enforceable with respect to Services rendered at Customer's new service location(s) if such location(s) is within Company's service area. Customer represents and warrants that the materials to be collected under this Agreement shall be only "Waste Materials" as defined herein. For purposes of this Agreement, "Waste Materials" means all non-hazardous solid waste, organic waste, and if applicable, Recyclable Materials (as defined in Section 12) generated by Customer or at Customer's Service Address(es). Waste Materials includes "Special Waste", such as industrial process wastes, asbestos-containing material, polychlorinated biphenyl ("PCB") wastes, petroleum contaminated soils, treated/de-characterized wastes, and demolition debris, for which Customer shall complete a Special Waste Profile sheet to be approved by Company in writing. Waste Materials excludes, and Customer agrees not to deposit or permit the deposit for collection of (i) any waste tires, (ii) radioactive, volatile, corrosive, flammable, explosive, biomedical, infectious, bio-hazardous, regulated medical or hazardous waste, toxic substance or material, as defined by, characterized or listed under applicable federal, state, or local laws or regulations, (iii) any materials containing information protected by federal, state or local privacy and security laws or regulations (unless tendered to Company pursuant to an additional Exhibit L to this Agreement), (iv) any other items or material prohibited by federal, state or local laws or regulations, or that could adversely affect the operation or useful life of the facility(ies) receiving Customer's Waste Materials, or (v) Special Waste not approved in writing by Company (collectively, "Excluded Materials"). Title to and liability for Excluded Materials shall remain with Customer at all times. Title to Customer's Waste Materials is transferred to Company upon Company's receipt or collection unless otherwise provided in this Agreement or applicable law.

2. CONTRACT TERM. The initial Term and any subsequent Renewal Term of this Agreement (collectively, the "Contract Term") is set forth on the Service Summary. Unless otherwise specified on the Service Summary, at the end of the Initial Term and any subsequent Renewal Term, the Contract Term shall automatically renew for an additional Renewal Term at the then current Service levels and applicable Charges, unless (a) for a Renewal Term of twelve (12) months or more, either party gives to the other party written notice of termination at least ninety (90) days, but not more than one hundred eighty (180) days, prior to the termination of the then-existing term, and (b) for a Renewal Term of less than twelve (12) months, either party gives to the other party written notice of termination at least thirty (30) days prior to the termination of the then-existing term. Notice of termination received at any other time will be considered ineffective and the Agreement will be considered automatically renewed upon completion of the then-existing term.

3. TERMINATION RIGHTS. Notwithstanding the foregoing, this Agreement can be terminated prior to the end of the Initial Term or a Renewal Term as follows:
(a) by Customer (with no obligation to pay liquidated damages as provided in Section 7), (i) if Company fails to satisfy the Service Guarantee provided in Section 1(a) or (ii) pursuant to Section 4(c) if Company increases the Charges payable by Customer hereunder with a Consensual Price Increase;
(b) by Customer with thirty (30) days prior written notice to Company, subject to Customer's obligation to pay liquidated damages as provided in Section 7 no later than thirty (30) days after written notice of termination;
(c) by Company, (i) if as a result of Customer's breach of Section 5, Company suspends Services for more than fifteen (15) days, or (ii) if Customer fails to cure any other breach of its obligations under this Agreement within five (5) business days of its receipt of written demand from Company to cure such breach; and
(d) by Company, with at least fifteen (15) days prior written notice to the Customer, any time after Customer retains, designates or appoints a broker or agent to act for Customer, or manage its Services, under this Agreement.
In order to move containers in a safe, secure and orderly fashion, Company shall have up to seven (7) days to remove any equipment from Customer's service location(s) after the effective date of the termination of this Agreement.

4. (a) CHARGES; ADDITIONAL SERVICES; CHANGES. The initial charges, fees and other amounts payable by Customer ("Charges") for Services and/or equipment furnished by Company to Customer are set forth on the Service Summary. Company also reserves the right to charge Customer additional Charges for additional Services provided by Company to Customer, whether requested or incurred by Customer, including, but not limited to, container relocation or removal; gate, enclosure or roll out services; account resume or reactivation services; extra pickups or trip charges; container overages and overflows; and equipment repair and maintenance (see www.wm.com/billhelp for a list of "Additional Services", which may be updated from time to time), all at such standard prices or rates that Company is charging its customers in the service area at such time. Changes in the frequency of collection, collection schedule, number, capacity and/or type of equipment, the terms and conditions of this Agreement, and any changes to the Charges payable under this Agreement (including any Consensual Price Increase or Negotiated Price Adjustment), may be agreed to orally, in writing or by other actions and practices of the parties, including, without limitation, electronic or online acceptance or payment of the invoice reflecting such changes, and written notice to Customer of any such changes and Customer's failure to object to such changes, which shall be deemed to be Customer's affirmative consent to such changes.
(b) PERMITTED PRICE INCREASES AND CHARGE MODIFICATIONS. Company reserves the right, and Customer acknowledges that it should expect Company to increase, add, or modify the Charges payable by Customer hereunder during the Contract Term: (i) for any changes or modifications to, or differences between, the actual equipment and Services provided by Company to Customer and those specified on the Service Summary; (ii) for any changes or difference in the composition, amount or weight of the Waste Materials collected by Company from Customer's service location(s) from what is specified on the Service Summary (including for container overages or overflows); (iii) for any increase in or other modification made by Company to the calculation of the Energy Surcharge including additions or modifications to the fuel types used in the calculation, the Recyclable Materials Offset, and/or any other Charges included or referenced in the Service Summary (which Charges are calculated and/or determined on an enterprise-wide basis, including Company and all Affiliates and subcontractors); (iv) to cover any increases in disposal, processing, and/or transportation costs, including fuel or energy surcharges; (v) to cover increased costs due to uncontrollable circumstances, including, without limitation, changes (occurring from and after three (3) months prior to the Effective Date) in local, state, federal or foreign laws or regulations (or the enforcement, interpretation or application thereof), including the imposition of or increase in taxes, fees or surcharges, or acts of God such as floods, fires, hurricanes and natural disasters; and (vi) for increases in the Consumer Price Index ("CPI") for Water, Sewer and Trash Collection Services published by U.S. Bureau of Labor Statistics, or with written notice to Customer, any other national, regional or local CPI, with such increases in CPI being measured from the Effective Date, or as applicable, Customer's last CPI based price increase date ("PI Date"). Increases to Charges specified in this Section 4(b) may be applied singularly or cumulatively and may include an amount for Company's operating or profit margin. Customer acknowledges and agrees that any increased Charges under this Section 4 (including any Consensual Price Increases or Negotiated Price Adjustments) are not represented to be solely an offset or pass through of Company's costs.
(c) CONSENSUAL PRICE INCREASES. Without limiting the foregoing, Company also reserves the right to seek, and Customer acknowledges that it should expect Company to seek, increases in the Charges payable by Customer hereunder for reasons not specifically permitted in Section 4(b) (a "Consensual Price Increase"). If Customer does not accept the Consensual Price Increase, Customer's sole right and remedy shall be to terminate this Agreement by written notice to Company no later than thirty (30) days after Company notifies Customer of such Consensual Price Increase. Customer's failure to terminate this Agreement (within the 30-day period) shall be construed as Customer's acknowledgement that the continuation of the Services by Company hereunder is good, valuable and sufficient consideration for the Consensual Price Increase. Notwithstanding the foregoing, the parties may, but are not obligated to, agree to a different increase or an adjustment to Customer's Charges (a "Negotiated Price Adjustment") as a result of a Consensual Price Increase. Absent a Negotiated Price Adjustment, the Consensual Price Increase shall be binding and enforceable against Customer under this Agreement unless the Customer terminates this Agreement (within the 30-day period) as described above. Customer's agreement to a Consensual Price Increase or Negotiated Price Adjustment may be evidenced pursuant to Section 4(a) and the parties agree that this Agreement with such modified Charges will continue in full force and effect.

5. INVOICES; PAYMENT TERMS. Company shall send all invoices for Charges and any required notices to Customer under this Agreement to Customer's billing address specified in the Service Summary, or if the Customer elects to participate in the Company's electronic billing program, make them available by email to Customer's designated e-mail address. Unless specifically agreed to in writing by Company and subject to such additional costs that Company may charge, in its discretion, Company shall not be required to bill Customer using Customer's or any third-party billing portal or program. In no event shall the use by Company of Customer's or any third-party billing portal or program, or any terms thereof, operate to amend or supplement the terms and conditions of this Agreement, which will remain binding in accordance with its terms. Customer shall pay all invoiced Charges within thirty (30) days of the invoice date, by check mailed to Company's payment address on Customer's invoice. Payment by any other method or channel, including in person, online or by phone, shall be as may be allowed by Company and subject to applicable convenience fees and other costs charged by Company, from time to time. Any Customer invoice balance not paid within thirty (30) days of the date of invoice is subject to a late charge, and any Customer check returned for insufficient funds is subject to a non-sufficient funds charge, both to the maximum extent allowed by applicable law. Customer acknowledges that any late charge charged by Company is not to be considered as interest on debt or a finance charge, and is a reasonable charge for the anticipated loss and cost to Company for late payment. If this Agreement is signed by an agent, broker or other third party on Customer's behalf, the Customer receiving the Services remains liable for payment of all Charges due hereunder including any liquidated damages owed under Section 7. If payment is not made when due, Company retains the right to suspend Services until the past due balance is paid in full. In addition to full payment of outstanding balances, Customer shall be required to pay a reactivation charge to resume suspended Services. If Services are suspended for more than fifteen (15) days, Company may immediately terminate this Agreement for default and recover any equipment and all amounts owed hereunder, including liquidated damages under Section 7.

6. EQUIPMENT, ACCESS. All equipment furnished by Company shall remain its property; however, Customer shall have care, custody and control of the equipment and shall be liable for all loss or damage to the equipment and for its contents while at Customer's service location(s). Customer shall not overload, move or alter the equipment or allow a third party to do so, and shall use it only for

its intended purpose. At the termination of this Agreement, Company's equipment shall be in the condition in which it was provided, normal wear and tear excepted. Customer shall provide safe and unobstructed access to the equipment on the scheduled collection day. Company may suspend Services or terminate this Agreement in the event Customer violates any of the requirements of this provision. Customer shall pay, if charged by Company, any additional Charges, determined by Company in its sole discretion, for overloading, moving or altering the equipment or allowing a third party to do so, and for any service modifications caused by or resulting from Customer's failure to provide access. Customer warrants that Customer's property is sufficient to bear the weight of Company's equipment and vehicles and agrees that Company shall not be responsible for any damage to Customer's pavement or any other surface resulting from the equipment or Services. Customer agrees that during each instance of service of roll-off/open top container(s) or compactor box at Customer's service address, the Company vehicle(s) providing service may temporarily place an additional roll-off/open top container or compactor box at Customer's service location in a manner that does not interfere with the use of Customer's premises, with such container being removed by the Company upon Company vehicle's return of the empty roll-off/open top container or compactor box to the Customer's service address.

7. LIQUIDATED DAMAGES. In the event Customer terminates this Agreement prior to the expiration of the initial or Renewal Term for any reason other than as set forth in Section 3(a), or in the event Company terminates this Agreement for Customer's default pursuant to Section 3(c), Customer shall pay the following liquidated damages in addition to Company's legal fees, if any: (a) if the remaining Contract Term (including any applicable Renewal Term) under this Agreement is six (6) or more months, Customer shall pay the average of its six (6) monthly Charges immediately prior to default or termination (or, if the Effective Date is within six (6) months of Company's last invoice date, the average of all monthly Charges) multiplied by six (6); or (b) if the remaining Contract Term is less than six months, Customer shall pay the average of its six (6) most recent monthly Charges multiplied by the number of months remaining in the Contract Term. Customer acknowledges that the actual damage to Company in the event of Customer's early termination or breach of contract is impractical or extremely difficult to fix or prove, the foregoing liquidated damages amount is reasonable and commensurate with the anticipated loss to Company resulting therefrom, and such liquidated damages payment is an agreed upon charge for Customer's early termination or breach of contract and is not imposed as a penalty. Customer shall also pay liquidated damages of $100 for every Customer waste tire that is found at any disposal facility used by Company. In addition to and not in limitation of the foregoing, Company shall be entitled to recover all losses, damages and costs, including attorneys' fees and costs, resulting from Customer's breach of any other provision of this Agreement in addition to all other remedies available at law or in equity

8. INDEMNITY. Company agrees to indemnify, defend and save Customer and its Affiliates harmless from and against any and all liability which Customer or its Affiliates may suffer, incur or pay as a result of any bodily injuries (including death), property damage or violation of law, to the extent caused by any negligent act or omission or willful misconduct of Company or its employees, which occurs (a) during the collection or transportation of Customer's Waste Materials, or (b) as a result of the disposal of Customer's Waste Materials in a facility owned by Company or an Affiliate, provided that Company's indemnification obligations will not apply to occurrences involving Excluded Materials. Customer agrees to indemnify, defend and save Company and its Affiliates harmless from and against any and all liability which Company and its Affiliates may suffer, incur or pay as a result of any bodily injuries (including death), property damage or violation of law to the extent caused by Customer's breach of this Agreement or by any negligent act or omission or willful misconduct of Customer or its employees, agents or contractors or Customer's use, operation or possession of any equipment furnished by Company. Neither party shall be liable to the other for consequential, incidental or punitive damages arising out of the performance or breach of this Agreement.

9. RIGHT TO PROVIDE COMPETING OFFERS. If Customer receives an offer from (or makes any offer to) a third party relating to such third party's provision to the Customer of the same or similar Services to those provided hereunder, Customer shall give Company prompt written notice of any such offer and a 15-day period to respond to such third party offer prior to Customer agreeing to such third party offer. Except to the extent either party has provided timely written notice of termination as set forth in Section 2, Customer's acceptance of a competing offer under this Section 9 before the expiration or termination of the current Initial Term or Renewal Term shall be a termination under Section 3(b) and subject to Customer's obligation to pay liquidated damages as provided in Section 7.

10. DISPUTE RESOLUTION-ARBITRATION AGREEMENT AND CLASS ACTION WAIVER. BINDING ARBITRATION: Except for those claims expressly excluded below (EXCLUDED CLAIMS), Customer and Company agree that any and all existing or future controversy or claim between them arising out of or related to this Agreement or any prior agreements between the parties, whether based in contract, law or equity or alleging any other legal theory, or arising prior to, in connection with, or after the termination of this Agreement or any other agreements, shall be resolved by mandatory binding arbitration (see www.wm.com for details on *arbitration procedures*). **CLASS ACTION WAIVER:** Customer and Company agree that under no circumstances, whether in arbitration or otherwise, may Customer bring any claim against Company, or allow any claim that Customer may have against Company to be asserted, as part of a class action, on a consolidated or representative basis or otherwise aggregated with claims brought by, or on behalf of, any other entity or person, including other customers of Company. **EXCLUDED CLAIMS:** The following are not subject to mandatory binding arbitration: (a) either party's claims against the other in connection with bodily injury or real property damage and for environmental indemnification; and (b) Company's claims against Customer for collection or payment of Charges, damages (liquidated or otherwise) or any other amounts due or payable to Company by Customer under this Agreement or any prior agreements between the parties, but Customer and Company may mutually agree to arbitrate any Excluded Claims.

11. MISCELLANEOUS. (a) Except for the obligation to make payments hereunder for Services already performed, neither party shall be in default for its failure to perform or delay in performance caused by events or significant threats of events beyond its reasonable control, whether or not foreseeable, including, but not limited to, strikes, labor trouble, riots, imposition of laws or governmental orders, fires, acts of war or terrorism, acts of God, and the inability to obtain equipment, and the affected party shall be excused from performance during the occurrence of such events. (b) This Agreement shall be binding on and shall inure to the benefit of the parties hereto and their respective successors and assigns. (c) The terms, conditions and disclosures set forth on www.wm.com relating to Billing/Billing Help, Charges, Arbitration Procedures, and for those Customers that sign up for electronic billing and payment, Autopay, are incorporated by reference and made a part hereof (as such terms, conditions and disclosures may be changed or modified from time to time, effective from such change or modification). In addition to, and not in limitation of, the foregoing, the terms and provisions of this Agreement may be amended and modified as agreed to by the parties as provided in Section 4(a). Subject to the foregoing, this Agreement represents the entire agreement between the parties and supersedes any and all other agreements for the same Services at the same Customer locations covered by this Agreement, whether written or oral, that may exist between the parties. (d) This Agreement shall be construed in accordance with the law of the state in which the Services are provided. (e) All written notification to Company required by this Agreement shall be effective upon receipt and delivered by Certified Mail, Return Receipt Requested, courier or by hand to Company's address on the first page of the Service Summary, provided that Company may provide written notice to Customer of a different address for written notice to Company. (f) If any provision of this Agreement is declared invalid or unenforceable, then such provision shall be severed from and shall not affect the remainder of this Agreement; however, the parties shall amend this Agreement to give effect, to the maximum extent allowed, to the intent and meaning of the severed provision. (g) In the event Company successfully enforces its rights against Customer hereunder, Customer shall be required to pay Company's attorneys' fees and court costs. (h) Notwithstanding the termination of this Agreement, Sections 6, 7, 8, 10, 11, 12(vi) and Customer's obligation to make payments for all Charges and other amounts due or payable hereunder through the termination date shall survive the termination of this Agreement. (i) It is expressly agreed that the parties shall be independent contractors and that the relationship between the parties shall not constitute a partnership, joint venture, agency, or employer-employee relationship. (j) The term "Affiliate" means with respect to any specified party, any corporation, limited liability company, partnership or other legal entity, directly or indirectly, controlled by, controlling or under common control with such specified party, with "control" meaning, directly or indirectly, the power to direct or cause the direction of the management and policies of such legal entity, whether through the ownership of voting securities, by contract or otherwise. (k) "business day" means Monday through Friday, excluding bank holidays.

12. RECYCLING SERVICES. The following shall apply to fiber and non-fiber recyclables ("Recyclable Materials") and recycling services. All Recyclable Materials must be clean, dry, unshredded, empty, loose and unbagged. (i) Single stream Recyclable Materials ("Single Stream") will consist of Customer's entire volume of uncoated office and writing paper, magazines, pamphlets, mail, newspaper; flattened, uncoated cardboard, paperboard boxes; aluminum food and beverage containers, tin or steel cans; glass, and rigid container plastics #1, #2 and #5, including narrow neck containers and tubs. Any material not specifically set forth above, including but not limited to foam, film plastics, plastic bags, napkins, tissue, paper towels, or paper that has been in contact with food, is unacceptable. Glass may not be accepted at all locations. Customer shall provide source-separated wastepaper, cardboard, plastics and metals in accordance with the most current ISRI Scrap Specifications Circular and any amendments thereto or replacements thereof. All other Recyclable Materials will be delivered in accordance with industry standards or such specifications communicated to Customer by Company from time-to-time. Company reserves the right, upon notice to Customer, to discontinue acceptance of any category of Recyclable Materials set forth above as a result of market conditions related to such materials and makes no representations as to the recyclability of the materials. (ii) Notwithstanding anything to the contrary contained herein, Recyclable Materials may not contain Special Waste, Excluded Materials or other materials that are deleterious or capable of causing material damage to any part of Company's property, its personnel or the public or materially impair the strength or the durability of Company's structures or equipment. (iii) Company may reject in whole or in part, or may process, in its sole discretion, Recyclable Materials not meeting the specifications. Customer shall pay Company for all increased costs, losses and expenses incurred with respect to such non-conforming Recyclable Materials which charges may include an amount for Company's operating or profit margin (collectively the "Cost"). Without limiting the foregoing, Customer shall pay a contamination charge for additional handling, processing, transporting and/or disposing of such non-conforming Recyclable Materials, Special Waste, Excluded Materials, and/or all of part of non-conforming loads and additional charges may be assessed for bulky items such as appliances, concrete, furniture, mattresses, tires, electronics, pallets, yard waste, propane tanks, etc. Collected Recyclable Materials for which no commercially reasonable market exists may be landfilled at Customer's Cost. (iv) Recycling Services are subject to a Recyclable Material Offset (RMO) charge to the extent that (a) Company's

processing cost per ton, including costs of disposal for contamination, plus profit margin, exceeds (b) an amount equal to recyclables value per ton minus an amount for profit margin. The RMO charge, including profit margin, processing and disposal costs and recyclable value shall be determined by Company from time-to-time, in its sole discretion, based on applicable operating data and market information. If recyclables value exceeds processing costs, plus profit margin, a RMO credit may apply, at Company's sole discretion. (v) Where Company has agreed in writing to provide a market-based rebate to Customer, the following shall apply. Customer acknowledges that the market value for Recyclable Materials will fluctuate based upon various factors, and such materials may at times have no value or that the value may be negative. Company will establish the value of Recyclable Materials each month based upon such various factors, including but not limited to quantity, quality and location. For recycling services, Company shall pay or charge Customer on or about the last day of each month for Recyclable Materials accepted during the preceding month, after deduction of any charges owed to Company by Customer. Any invoice shall be payable upon receipt. Where recyclable processing services are provided, Charges may include separate fuel and environmental surcharges for recycling services as set forth at www.wm.com. (vi) Notwithstanding anything to the contrary set forth above, the liquidated damages calculation set forth in Section 7 of this Agreement shall not apply to any Customer breach of the Agreement pertaining to Services for Recyclable Materials which have been determined by Company to have a positive value. If a breach occurs under such circumstances, the damages shall be determined by calculating actual damages rather than such liquidated damages. (vii) Service arrangements will be agreed upon between Customer and Company for the service location(s) set forth in this Agreement. For trailer load quantities, Customer shall load trailers to full visible capacity to achieve 40,000 pounds minimum shipping weight and trailers shall be loaded or caused to be loaded in accordance with the most current ISRI/AF&PA Shipping Guide. Freight and/or adjustments may apply to light loads. For baled wastepaper picked up by bale route service, the minimum quantity for pickup is six (6) bales and for purposes of payment, weights shall be estimated weights.

All-in!

NEWSLETTER



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Capital Area Intermediate Unit

Executive Director's Report
October 2024

CAIU Board of Directors

Melanie Gurguiolo, *President, Camp Hill*
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Gabrielle Brandt, *West Perry*
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Brian Diffenderfer, *Millersburg Area*
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Jaime Johnsen, *Harrisburg*
Phillip Lehman, *Susquenita*
Leslie Marshall, *East Pennsboro Area*
Marianne Moore, *Middletown Area*
Michelle Nestor, *Cumberland Valley*
Gerald Schwille, *Northern York County*
Patrick Shull, *Newport*
Lauren Silvers, *Central Dauphin*

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
Chief Information Officer

Blake Wise
Director 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: Active Listening is All About Great Questions

4 Upskilling Series: Growing Your Own

5 2024 Harrisburg Out of the Darkness Walk

6-7 Noteworthy: Future Proof: Career-Ready Skills for High Schoolers

8 Situational Awareness Spotlight; Refer a Friend

9 Mission Moments: EI Success Story; Maple Helps Prepare for the New School Year

10 Trainings and Events; Opportunities to Do Good; Compliment Corner

11 New Hires; Farewell Retirees



On the Cover: *CAIU staff, friends, and family at the Out of the Darkness Walk on Oct. 5. Read more on pg. 5.*

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 November All-In: Friday, Oct. 25

All-in! NEWSLETTER

Executive Director Report
All-In! Newsletter
October 2024
2024-2025, Issue 4

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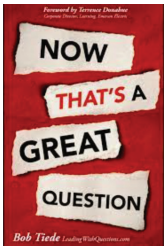
Please like us on social media!



Active Listening is All About Great Questions

By **Dr. Andria Saia,** *Executive Director*



By now, you all may have guessed that I read a lot. A book I read some time ago was "Now That's a Great Question" by Bob Tiede, and since then I have subscribed to his posts. This month I got a guest post entitled "Five Reasons Why Sales Professionals Do Not Ask Good Questions." Sales is not normally a topic I engage with and I almost just deleted the post, but I am so glad I didn't.

The dispositions for feelings of belonging to be had, and dignity to be honored are listening, patience, openness, and empathy. If we as individuals demonstrate these dispositions, our organization will reflect our desire to have belonging and dignity as the foundation of who we are. I proffer this long explanation about why I am sharing a sales related article, because what I found was that the five reasons applied, in this case to sales professionals, were really based in the dispositions and, for me, tied into what we are trying to create.

Tiede states that salespeople are too focused on themselves and not the needs or wishes of the customer. For me, this was a direct connection to how we listen. We are too often programmed to listen to respond, defend, or just to be right—not to understand. We fail to use empathetic listening skills, where our own need to respond takes a back seat to actively trying to understand the perspective and feelings of the speaker. Salesperson or not, our ability to listen empathetically speaks directly to the quality of the connection we make with another. Working with students, families, and communities in need and listening, connecting, and providing support is a critical skill. Consider a time when you felt really heard and how you can make others feel that way as well.

Salespeople may also fail to ask great questions due to a lack of experience or knowledge or even the fear of asking the wrong question. The practice of the dispositions is where they pay off. Feeling like your questioning skills could use a refresher? The CAIU offers endless opportunities to learn. Empathic listening was previously a theme at All Staff Day, with the Keynote by Trent Hall, and two additional sessions open to staff in the fall, and a day in June to maximize accessibility. Now you can earn a day off by engaging in learning, so what do you need to learn to maximize your empathetic listening skills?

The third reason why sales professionals don't ask good questions is the tendency to rush the process and "cut to the chase". Oftentimes, we just want the cliff notes of the problem so that we can respond with an answer and get back to whatever task we were engaged in. When you rush a conversation, what are you missing? How does this make the speaker feel? Have you built a connection or developed trust? Practicing the dispositions, including patience, will enable you to build a relationship that allows for mutually understood short-cuts in the future. Invest now to collect connection dividends later.

The unwillingness to ask questions could be seen as prying, nosy, or obtrusive. While you might think it seems polite, it may actually seem that you are uninterested or don't care. Let the person you are communicating with decide whether they want to share or not. In order to listen to understand, you need to ask questions. Empathetic listening requires you to suspend your own judgments or preconceptions. To really know that person's perceptions, you need to be open to their experience and ask questions that clarify your understanding.

The last reason Tiede gives is being afraid of losing control of the conversation. We often mistake the person talking as the one in control. If you are listening to understand, being patient, and allowing the connection to grow naturally over the time it takes, being both open to their experience and your own willingness to share and finally, demonstrating empathy, control of the conversation pretty much ceases to be a concern.

Across the disparate settings of sales and education, the same simple practices of listening, openness, patience, and empathy have the power to improve our interactions and connections with others. How exciting is it that we truly have the power to bring forth so much good?

Upskilling Series

Growing Your Own

By **Lauren Gross,** *Marketing & Communications Specialist*

The Capital Area Intermediate Unit strives to ***#BeGreat*** while ***#ChangingLives*** in the capital region, but that's not just for the students and families we serve—it's also for our incredible staff.

We believe in "growing your own," helping people to upskill; learning new skills, increasing their responsibilities, and moving upward in their own careers. We are fortunate to have a number of IU staff who have started with us in one role and worked to move into new roles.

One of them is Tana Thomas who started with the CAIU in August 2019 working as a mail clerk and assisting at the Front Desk. "Doing those jobs provided me with an amazing opportunity to gain a comprehensive understanding of the IU as a whole, to acquaint myself with each department, and to build relationships with nearly everyone," Tana said.



Through her work with the Administrative Team, Tana became aware of additional opportunities within the IU. She discovered an opening in the Student Services Department, which stemmed from a partnership with the Support Staff in Early Intervention. Before long, she found herself as the scheduling secretary for the Preschool Department. Building a strong bond, Tana settled into her role with the help of the Service Coordinators and flourished. "Witnessing the position come to life and developing trust and friendship with the Service Coordinators and the Preschool Staff was truly amazing," she said.

Tana is dedicated to maintaining timely and accurate communication for scheduling and organization of flow. Together, she and the Service Coordinators always strived to be innovative as a team, exploring new ideas and addressing any issues that arose. Their goal was to lead and provide excellent service to families with children who have developmental delays or disabilities.

*"Tana is **very friendly** and **always willing to help out.**"*
- Dr. Andrew McCrea, Director of Student Services

After some time, she had to make a difficult decision to move away from her previous role as the scheduling secretary to pursue further growth of knowledge within the Student Services Department. Tana embraced additional responsibilities as a Central Referral Program Assistant within the Data Team. In this new role, she has gained valuable insights into the reasons and methods behind the work in Student Services, and a better understanding of the partnership and innovation that goes into the services as things continue to expand. "My concept of leadership and expertise has deepened through my interactions with my Data Team colleagues and I learn from them every day," she said.

*"Tana communicates with staff to ensure **effective flow of information** for all student service requests. She looks for ways to **help and be involved** in group activities. Tana **actively participates** in networking and is a member of the social committee which organizes fun events throughout the year. Tana is **a valued member** of our Team!"*
- Amy Cserny, Data Systems Supervisor Student Services

Tana, who has experience working in both preschool and school-age settings, described her work as "solving a puzzle and witnessing everything fall into place. Each task leads to the next in various ways, eventually forming an incredible picture. The supportive staff in Student Services all possess the necessary skills for success, which are all crucial aspects of the job. Having a supportive supervisor, effective communication, teamwork, quick thinking for problem-solving, data analysis, and a willingness to learn new things are key components."

"I'm really happy that we can afford our staff the opportunity to grow their skills, grow their earning potential, and grow their knowledge while working at the CAIU," said Dr. Andria Saia, Executive Director. "Tana is a perfect example of how successful you can be here if you take advantage of the opportunities."

American Foundation for Suicide Prevention

OUT OF THE DARKNESS Community Walks



By **Sheila Petersen,** *Mental Health Worker*

The CAIU is proud to highlight the dedication and community spirit of a group of our staff who volunteered at the 2024 Harrisburg Out of the Darkness Walk for the American Foundation for Suicide Prevention. This event saw the participation of over 1,000 individuals and raised more than ***$112,000*** to support suicide prevention efforts.

Our CAIU involvement in the Out of the Darkness Walk began six years ago, when four Capital Area Mental Health Program (CAMhP) staff members came together to form a walk team. What started as a small act of solidarity quickly grew into an annual tradition and an official service project for the CAIU!

In recent years, the number of CAIU staff volunteers has skyrocketed. In 2021, 18 employees joined the effort; in 2022, that number grew to 20; in 2023, 46 volunteers participated, and this year we are thrilled to announce that ***63 CAIU employees, family members, and friends*** gave their time to support the event! Our walk team also continues to grow each year, showing our ongoing commitment to this important cause.

The funds raised at the walk will make a significant impact on the local community by helping to continue suicide prevention education initiatives, offer healing and connection opportunities to those affected by suicide, fund advocacy efforts, and provide mental health resources. We are incredibly proud of our CAIU family for contributing to such a worthy cause.

If you are interested in getting involved with future AFSP service projects or learning more about how you can participate, please reach out to CAIU staff Sheila Petersen, at **SPetersen@caiu.org**.

Thank you to all who participated and helped make this year's walk such a success! Together, we are making a difference.







Career-Ready Skills for High Schoolers



By **Cynthia Lupold,** *Principal, LYDC*

The importance of Career-Ready skills at the high school level cannot be overstated. As students approach the end of their K-12 academic career, naturally, they begin to explore additional academic schooling, vocational training, apprenticeships, military service, or opportunities in the job market. Equipping students with the skills necessary to navigate post-secondary choices is essential to their future success. The Pennsylvania Department of Education defines Career-Ready skills as the "social emotional learning progressions that support the development of student competence." By design, Career-Ready Skills reflect priorities to ensure youth are Career-Ready and prepared to meet the demands of the 21st century workforce.

The Pennsylvania Department of Education groups Career-Ready Skills into three domains:

1. **Self-Awareness and Self-Management:** Skills to understand and manage behavior, including the abilities to set goals, recognize feelings, and respond effectively to challenges.
2. **Establishing and Maintaining Relationships:** Skills that support healthy relationships, including awareness and respect of diversity, and the abilities to communicate and resolve conflicts effectively.
3. **Social Problem Solving:** Skills that support students to understand social norms, make responsible choices, and engage effectively in diverse contexts.

Virtually every high school across America is adopting curriculums that teach these critical skills. Schools associated with the Capital Area Intermediate Unit are also adopting these curriculums; Loysville Youth Development Center (LYDC) is no exception. Every student at LYDC is enrolled in an Employability course where students practice soft skills that will aid with finding and maintaining employment. LYDC partners with The Pennsylvania Academic, Career, and Technical Training Alliance (PACTT) to help deliver high quality instruction in these areas.

LIONS
LOYSVILLE
Perseverance • Respect • Integrity • Determination • Excellence
The PRIDE of LYDC
Capital Area Intermediate Unit

LYDC, as well as countless other high schools, teaches self-awareness by helping students identify their strengths, weaknesses, emotions, and values. Students are encouraged to set goals, manage stress, and make responsible decisions. A common practice is for students to be required to set short and long-term academic goals. At LYDC, students must set goals focused on post-secondary employment. In a majority of schools, school counselors are critical in facilitating activities that help students recognize and regulate their emotions effectively. It is common to see students of any age level

participating in groups focused on strengthening emotional regulation.

To teach Career-Ready skills, educators in high schools emphasize the importance of building healthy relationships based on respect, empathy, and effective communication. They promote understanding diversity and resolving conflicts peacefully. This can include role playing exercises focused on communication and conflict resolution. For example, at LYDC, students participate in mock interviews to help prepare them for a job interview; thus, teaching communication skills. Many schools, from PreK to Grade 12 have lessons focused on diversity and inclusion, which aid in student appreciation of unique backgrounds and perspectives.

High schools provide opportunities for students to develop critical thinking and decision-making skills to navigate social situations effectively. They encourage responsible behavior and ethical decision-making. Examples of this could include participating in discussions that present moral or ethical dilemmas, role-playing to practice problem-solving, or participating in community service opportunities. LYDC Students are given the opportunity to participate in ethical decision making in their Employability classes; as Character Education is part of the curriculum.

Career-Ready Skills are not part of the “3Rs—reading, writing, and arithmetic” of bygone educational eras. Nevertheless, many employers will argue these skills are equally important and will help lead students to long-term success as they enter, what we all hope will be, meaningful and impactful careers.

Equipping students with the skills necessary to navigate post-secondary choices is essential to their future success.









Situational Awareness

As we prepare for fall weather, what considerations should we make to maximize our situational awareness?

Points2Ponder

- **Driver Safety:** What additional precautions am I taking specific to my driving?
  - *Are my headlights updated for maximum night visibility?*
    - Are the lenses clear or are they scratched and faded causing a reduction in visibility?
    - Should I consider a brighter option such as LEDs?
  - *How frequently do I check to make sure more than my running lights are operating when driving at dusk/night?*
    - Many drivers are unaware that their daytime running lights are illuminating the road ahead while causing them to operate without tail lights. Your lights must be turned to "on" to ensure your have both head and tail lights.
    - Many cars have an "auto" setting for their lights… some of these settings may not give you the visibility you need to see as darkness approaches.
  - *Do I adjust my speed and following distance to account for decreased vision?*
  - *Do I intentionally check the weather before a drive so I am aware of changing weather conditions like rain, fog and frost?*
  - *Do I pay extra attention due to increased wildlife movement – especially deer?*
  - *Do I ensure I have safety supplies in my vehicle in the event of a breakdown?*
    - First Aid Kit, blankets, flashlights, two-way radio, flares
  - *Are my tires accurately inflated? How about my spare tire?*
- **Kid Safety:** What additional steps am I taking to ensure my kids are safe?
  - *Am I intentional in ensuring they are wearing bright clothing for better visibility?*
  - *If my children are playing after dark, do they wear reflective clothing so they can be easily identified?*
  - *Do I warn my kids of the dangers of leaf piles?*
    - Leaves can carry various molds, bugs and critters, and they can hide dangerous objects.
  - *Do I take measures to ensure my kids are wearing weather-appropriate clothing to avoid sickness?*
  - *Do I reinforce hand washing hygiene with my kids to avoid sickness?*
- **Soup:** Really? Just how dangerous can hot soups and drinks be?
  - *According to the American Academy of Pediatrics, "studies have estimated that each year approximately 100,000 children sustain scald burns because of spilled food and beverages in the United States. Microwaveable instant soups have been previously identified as one source of scald burns."*
  - *How careful are you at ensuring the soups and beverages you give your kids are not too hot?*

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 SUCCESFULLY ONBOARDED.

CLICK HERE FOR DETAILS

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Capital Area Intermediate Unit

Mission Moments



Dear EI Team *(Rima Wilson, Alicia Keller, Stacy Paul, and Oliva Dunlap)—*

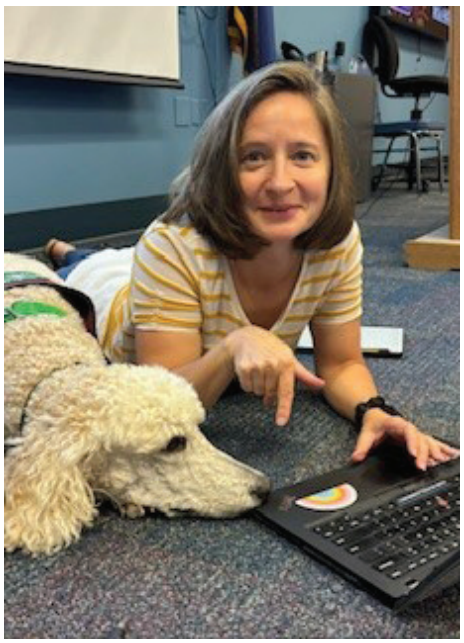
I have been meaning to email you and give you an update on Nicholas. He is doing amazing at Kindergarten Academy (KA) and spends most of his day in the general ed classroom!

He is thriving and looks forward to school. I know a big part of his success was the time and care you and your team put into him to help prepare him. Just wanted you to know that you are making a difference in these kids' lives as well as us parents and we appreciate you! We have been so blessed with an amazing support system both from CAIU and now KA.

May you have a blessed year!

- Heidi Dormida

The CAIU's furry friend, Maple, helped Rebecca Slavinksy get ready for the new school year. Thanks, Maple—work is always more fun with a friend!





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:

10/30/2024 - Shared Waters Workshop
Audience: Science Teachers Grades 3-8

11/1/2024 - Beyond the Surface: Crafting Engaging 3D Science Lessons
Audience: K-12 Science Educators

11/5/2024 - PBIS Tier One
Audience: Classroom Teachers, Special Education Teachers, Instructional Coaches and Interventionists, Building Administrators

11/6/2024 - Executive Functioning Training
Audience: Instructional Coaches, General Education Teachers, Special Education Teachers, Administrators, paraprofessionals, and related service providers

11/8/2024 - Issues in Autism
Audience: School Administrators, Curriculum Directors, Instructional Coaches, General Education Teachers, Special Education Teachers, School Counselors and support staff



Opportunities to do good

CAIU staff are encouraged to give back to the community by participating in a **CAIU Service Project**. These service projects must be completed between January 12, 2024, and Friday January 17, 2025, to count towards hours off on January 17, 2025. Click **HERE** for CAIU Service Project Process and Forms.

CAIU SERVICE PROJECT
Fall Fest - 3rd Shift (October 26, 2024)
Audience: CAIU Staff
SIGN UP HERE



CAIU SERVICE PROJECT
For Hunter Kids' Holiday Shop (December 7, 14-15, 21-22, 2024)
Audience: CAIU Staff
SIGN UP HERE

Compliment Corner!

Here at the 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.

PARTNERSHIP

Samantha Thomas, *EPP*

Samantha began the year as an EPP in a new middle school autism classroom. She has worked very hard to communicate the wants, needs, and situations involving her students to other staff. When students are struggling, she is always responsive to their needs and willing to collaborate with specialists like the behavior consultant. Samantha is a very valued member of the Hill Top Academy community and her compassion, willingness to seek answers, and awesome attitude are always evident. Keep up the great work, Sami!
- Krystal Baldwin, Behavior Consultant

Welcome New Hires!

ibelong @caiu



Joshua Danna is a Teacher at KSCA. He played piano at Carnegie Hall.



Elyssa Gilbert is an EPP at Bellaire Elementary. She has been in FFA for 5 years.



Lillie Harris is an EPP at CAELC. She is an identical twin.



Rebekah Jarrell is a Part-time S/L Pathologist. She has a 2 year and 3 year old and plays piano.



Kimberly Keddie is an English Teacher at KSCA. She has never been able to smell.



Abigail Leonard is a Program Supervisor. She is a big Pittsburgh Pirates fan.



Hanna Moose is a PCA at Middle Paxton. She used to monitor animals in surgery.



Kevleina Morgan is an EPP at Middle Paxton ES. Her name is created by her dad's name (Kevin).



Erin Peters is a Communication Facilitator at John Harris HS. She can touch her nose with her tongue.



Leah Riegel is an Occupational Therapist at the Enola office. She just traveled to Ireland to learn about their healthcare system.

YOU'RE *one of* US NOW

Farewell Retirees!

Peter Fidgett

is retiring after more than 29 years of service!



YOU WILL BE *missed*

BUS TRIP TO

LONGWOOD Gardens



SATURDAY, DEC. 7 **$60/ADULT, $40/CHILD***

BUS DEPARTS CAIU AT 12:30 P.M. ATTENDEES SHOULD ARRIVE AT 12 NOON. BUS DEPARTS LONGWOOD GARDENS AT 7 P.M. TRAVEL TIME IS APPROX. 2 HOURS

*CHILDREN UNDER 5 GET FREE ADMISSION, BUT A BUS SEAT IS $15

SCAN THE QR CODE OR GO TO THE LINK TO REGISTER!

caiu
Capital Area Intermediate Unit
SOCO
SOCIAL COMMITTEE

https://bit.ly/CAIULongwoodGardens

to pay by credit card: https://caiushop.square.site/

CAIU BOARD HIGHLIGHTS

*The following actions were taken at the **October 24, 2024** meeting, held in the Board Room of the Capital Area Intermediate Unit.*

Click *HERE* for the 10/24/24 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

- **Board Committee Reports**
  - The **Board Act 93 Committee** met this month with CAIU administration and the Act 93 Meet and Discuss group.
  - The **Board Negotiations Committee** met with CAIU administration and CAEA to discuss issues, timing and process.
- **CAIU Team Reports/Updates:**
  - **Dr. Andrew McCrea**, **Director of Student Services,** highlighted the *Career-Ready Skills for High Schoolers* article in *All In* written by Cynthia Lupold, Principal of Loysville Youth Development Center (LYDC). The article spoke about the importance of equipping students with the skills necessary for a successful post-secondary life and career readiness. LYDC teaches their students soft skills: self-awareness, building and supporting healthy relationships, and social skills for problem solving to help provide the tools needed for a successful future. Cynthia also started a pre-apprenticeship program to prepare students for the interview/hiring process. In addition, another great program Loysville is offering with the Alliance for the Chesapeake Bay to become a micro nursery, planting and nursing young trees from seedling. Dr. McCrea provided program updates: Early Intervention – please see parent thank you on page 9 of *All In*. He emphasized the growth that our Early Intervention program is experiencing, as our students have increased by 411 in just 2 years. Thank you for approving the MOU for length of workday today. We hope this will have a positive impact on some of our hard to fill positions such as S/L Pathologists allowing us to provide flexible options in providing services to our students. School-age numbers are good, and programming is going well.
  - **Blake Wise, Director of Human Resources**, provided a staffing update. Currently he is researching CCRES as a possible partner to assist with the staffing of roles such as paraprofessionals, mental health professionals, and administrative staff. They have historically served the eastern part of the state working with intermediate units and school districts. They have recently begun working in the Central PA market including West Shore and Middletown School Districts. They are a non-profit organization that may be able to help meet our

staffing needs at a much lower cost than traditional staffing agencies we have partnered with. Will coordinate a presentation by CCRES with the HR Advisory Council once more information is gathered.

- **Maria Hoover, Director of Educational Services**, was unable to attend but provided the following report: CAC Fall Leadership Conference was held on October 16-18. The theme was "What's Next? Safe and Ethical Use of Generative AI in Education." Dr. Jill Neuhard and Ms. Leah Kostelac are creating an Artificial Intelligence Taskforce from staff representing all programs at the CAIU. To date, 16 individuals are interested in serving on the taskforce. By creating an AI taskforce, the CAIU can position itself as a leader in education and leverage the power of AI to improve student outcomes. CAOLA update: CAOLA was recently featured by Quality Matters, highlighting the curricular quality of our program. Article found here: Article: Capital Area Online Learning Association Uses QM Standards to Improve Online Learning Across Pennsylvania. CAOLA is launching a statewide community of practice around online learning. The goal is to increase dialog and networks around digital/online learning and share best practices.
- **David Martin, Chief Information Officer,** reported on this month's TAC meeting: Discussions focused on preparation for the required online testing to ensure the necessary devices, bandwidth, redundant internet and other networking infrastructure are ready. The group also discussed replacement and proper management of student and teacher devices. David's team is currently working on budget sheets for 25-26 school year which will be sent out to school districts by the end of November. In addition, we are holding 1-1 meetings with each CATPAC (Capital Area Taskforce Protecting Against Cybercrime) school districts to discuss measures of cyber security that are specific to them that align to our regional efforts to help improve their security measures.
- **Dr. Kevin Roberts, Assistant Executive Director,** was unable to attend.
- **Daren Moran, Director of Business & Operations**, reported that we are waiting to receive the final report from last month's ESSER's monitoring. Recently we received a Title I Neglected and Delinquent monitor and had a clean report. The CAIU audit just wrapped up and a report will be provided next month. Champions for Children report: There was a Foundation meeting held yesterday. Tony Deluca's fundraising event, recently held at his home, raised an incredible $7415. There will be no Champion's for Children Basket Bingo fundraising event this year. Instead, the committee has decided to try a new fundraiser Popcorn event. We will send out information.
- **Rennie Gibson, Board Secretary,** reported that the CAIU vote for PSBA candidates was submitted immediately following last month's meeting. New Board photos are up on our website HERE.
- **Dr. Andria Saia, Executive Director**, reported that the *All-In* newsletter is available for the Board's review. She highlighted the front cover and article on CAIU's tremendous staff that helped support the Out of the Darkness Walk, a suicide awareness event, demonstrating what support and service looks like in our organization. Dr. Saia's article on "*Active Listening is All About Great Questions*" is about how the simple practices of listening, openness, patience, and empathy have the power to improve our interactions and connections with others. Dr. Saia also highlighted the new *Upskilling Series Growing Your Own* by Lauren Gross which will highlight CAIU staff who have started in an entry level position and have worked to move into new roles within the organization. All are invited to the CAIU Fall Fest this Saturday October 26 to enjoy free family activities. In addition, the invitation to the Longwood Gardens Bus trip on Dec 7 is on the back cover of *All In*.

- **Executive Director's 24-25 Goals** were available for the Board's review. Dr. Saia has been deeply involved in the work of data collecting. A preliminary report will be issued sometime in late fall/early winter. A full report, goals and action plan will be forthcoming in 2025 demonstrating how the CAIU plans to turn employee feedback into action. The CAIU Leadership team and Belonging Committee have played an integral part in ensuring that every staff member was provided an opportunity to participate in a listening circle and peer to peer interviews.

APPROVED ACTION ITEMS

- **Approval of Minutes –** September 26, 2024 CAIU Board Meeting.
- **Treasurer's Report for September 2024** – a total of $11,311,954.47 in receipts and $16,416,974.52 in expenses
  - **Payment of Bills – September 2024**
  - **Summary of Operations for September 2024** showing revenues of $24,442,914.37 and $20,669,653.20 in expenses.
- **Other Business Items**
  - Contracts – October 2024
  - PAIU Network Resolution to Rescind Bylaws & Dissolve Intergovernmental Cooperative Agreement
- **Policies & Programs**
  - Second Reading, Revised Policy #803 - IU Calendar
  - First Reading, Revised Policy #218 - Student Discipline
  - First Reading, Revised Policy #218.1 - Weapons
  - First Reading, Revised Policy #218.2 - Terroristic Threats
  - First Reading, Revised Policy #805 - Emergency Preparedness
  - First Reading, Revised Policy #805.1 - Relations with Law Enforcement
  - First Reading, Revised Policy #805.2 - School Security Personnel
  - First Reading, Revised Policy #806 - Child Abuse
  - First Reading, Revised Policy - Public Attendance at IU Events
  - First Reading, Revised Policy #146.1 - Trauma Informed Approach
  - First Reading, Revised Policy 626 - (attachments only)
  - First Reading New Policy #704 – Maintenance
- **Personnel Items**
  - Approval of MOU Between CAEA & CAIU - Length of Workday
  - See attached Personnel report.

EXECUTIVE DIRECTOR'S REPORT

- *Click HERE for the October **All-In Executive Director's Report.***

UPCOMING MEETINGS:

- **Next CAIU Board Meeting: Thursday, November 21, 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.

October 24, 2024 APPROVED PERSONNEL ITEMS:

RESIGNATIONS

- **JAN CUVA-PRIMMER,** Social Worker, Student Services Team, effective June 6, 2025. Reason: Retirement after 9 years of continuous CAIU service.

RECOMMENDED FOR EMPLOYMENT OR CONTRACT

- **TRISHA HOFFMAN,** Paraeducator, effective date to be determined. Assignment: Educational Paraprofessional, School-Age Speech and Language Program with base salary of HS+48, $28,880 for 190 days of service and 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 School-Age Speech and Language budget.
- **AMY LONG,** Professional, effective date to be determined. Assignment: Service Coordinator, Early Intervention Program with base salary of Masters, Step 14, $75,966 for 190 days of service and will be prorated based on the number of days worked with additional new hire days as required. This is a replacement position funded through the MAWA budget.
- **KIMBERLY MARSZALEK,** Temporary Professional, effective date to be determined. Assignment: Teacher, Blind/Visually Impaired Support Program with base salary of Bachelors, Step 1, $53,778 for 190 days of service and 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 Vision budget.
- **SHAVONNE MCLAMB,** Paraeducator, effective date to be determined. Assignment: Educational Paraprofessional, Early Intervention Program with base salary of HS+48, $28,880 for 190 days of service and will be prorated based on the number of days worked with additional new hire days as required. This is a replacement position funded through the MAWA budget.
- **DRUOPATTY MELUSKEY,** Paraeducator, effective date to be determined. Assignment: Educational Paraprofessional, Autism Support Program with base salary of HS, $26,695 for 190 days of service and 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.
- **DIANE SHEAFFER,** Professional, effective date to be determined. Assignment: Teacher Capital Area Mental-health Program with base salary of Masters, Step 15, $78,314 for 190 days of service and will be prorated based on the number of days worked with additional new hire days as required. This is a replacement position funded through the Capital Area Mental-health budget.
- **SHANTELLE TULL,** Paraeducator, effective date to be determined. Assignment: Personal Care Assistant, Emotional Support Program with base salary of HS, $26,695 for 190 days of service and 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 Emotional Support budget.

CHANGES OF STATUS:

- **DOMINIQUE MCCLAIN,** Personal Care Assistant, change from active to inactive status due to failure to respond to communications and complete new hire requirements, effective September 30, 2024.

FALL FEST

Capital Area Intermediate Unit

caiu

A FREE family-friendly event to celebrate our staff, families, and community. All proceeds benefit Champions for Children. All activities are free; food can be purchased from food trucks or you can grab a hot dog at the snack bar.

Event Highlights

Kids Events & Activities

- Face Painting/Tattoos
- Fire Truck
- Inflatable Obstacle Course
- Halloween Scavenger Hunt
- Petting Zoo & Critter Connections
- Bubbles
- And Much More!

Food Trucks

- Dad's Famous Cold Brew & Sweet Treats
- La Maison Tacos
- LettUsKnow
- Next Level Pizza
- The Sweet Patch

Vendors

Get a jump on your holiday shopping with our many vendors, crafters, and artisans!







https://bit.ly/3ZZOwjC

26 October
11am-2pm

Capital Area Intermediate Unit

55 Miller Street
Enola, PA 17025

PSBA DELEGATE ASSEMBLY 2024



Legislative Priority Issues for the 2025-26 Session

- 1. PSBA believes that the state must provide a significant and continued financial investment for school districts that is distributed using a fair and equitable funding system that provides districts with the greatest flexibility to use their resources.
- 2. PSBA believes that the state must enact comprehensive and meaningful charter school reforms that reduce the financial burden on school districts and require the same high standards of academic performance and accountability.
- 3. PSBA believes that the state must prioritize the mental health needs of students by providing schools with a permanent funding stream and assistance for such purposes, as well as flexible options that best meet the needs of their students and communities.
- 4. PSBA believes that the state must continue to invest in school safety improvements by providing schools with flexible, locally controlled and permanent funding streams to assist schools meeting the needs of their students and communities.

Other Legislative Platform Proposed Changes

1.1.(f) Expand the state's Universal Free Breakfast Program to include a Universal Free Lunch program to all public school students.

1.2. The state should not use Artificial Intelligence or any algorithms based on large-language models (LLMs) to assess or screen any individual written response by a student on a statewide standardized test.

2.1.1.(d) (d) Improve the pipeline and focus on mechanisms to promote and grow public education as a profession.

3.1.1. (l) Establish a framework that guides the language cyber and charter schools can use to describe their tuition, specifically restricting certain terms that might imply no cost.

Questions?