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Derry Township School District
Board of Directors Meeting
November 2, 2026
Board of Directors Room 7:00 p.m.

SUMMARY MINUTES - VIII

1. OPENING ITEMS

1.a. Call to Order

Minutes

The meeting was called to order by Ms. Drew at 7:05 p.m. The meeting was conducted both in-person and virtually.

1.b. Roll Call

Minutes

Members in Attendance: Lesa Brackbill, Joshua Cysyk, Lindsay Drew, Stewart McCarver, Jennifer Renz, Honesta Romberger, Tracey Royo, Nicole Searfoss, and Christine Stickler

Members Absent: None

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

Student Board Representatives in Attendance: Grayson Jacovino and Claire Walker

Solicitor: David Walker

Staff/Public in Attendance In-Person: Phil Ayala, Alex DeCicco, Maple Kao, Lindsey Schmidt, Jesse Rawls, Aaron Shuman, and Albert Zhu

Staff/Public in Attendance Virtually: Lisa Balanda, Paige Dalto, Jodie Dermo, Nicole Milkovich, 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	Lesa Brackbill, Joshua Cysyk, Lindsay Drew, Stewart McCarver, Jennifer Renz, Honesta Romberger, Tracey Royo, Nicole Searfoss, Christine Stickler
Nay:	0	
Abstain:	0	
Not Cast:	0	

2. INFORMATIONAL AND PROPOSALS

2.a. Students of the Month Recognition

Minutes

Ms. Schmidt introduced students of the month Maple Kao and Albert Zhu. Both students thanked the School Board for their recognition and shared some information about themselves.

2.b. President Communications

Minutes

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

- Matters of Personnel

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 in to the 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

Dr. Winslow, on behalf of Ms. Harmer, reported that there were 3 submissions during the month of October. An update regarding Facebook's link policy was also provided.

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:

- middle school proposal on WIN Middle
- proposal to revise the middle school technology curriculum into STEAM for 7th and 8th grade students
- several course proposals approved after their 30-day review to move to the full board

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

- review of 200 policies with a small revision to one of them
- moved 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

Grayson Jacovino and Claire Walker gave a report that included fall sport wrap up, Hershey Bands performance, and the music department holiday preparations. The full report is available on the meeting audio.

2.g. 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 2, 2026, Board of Directors Summary Minutes
- Staff Development/Conferences:
    - Brianna Brugger - CEC Conference
    - Cara Garner - CEC Conference
    - Tara Hustad - CEC Conference
    - Kathryn McBride - CEC Conference

- Transportation Busses Purchase
- Budget Renovations & Roofing
- High School Auditorium upgrade:
    - Triforce ProAudio Studio Estimate
    - Triforce ProAudio Phase 1
    - Triforce ProAudio Phase 2
    - Triforce ProAudio Phase 3
    - Triforce ProAudio Phase 4
    - Triforce ProAudio Phase 5
- Kratzenberg & Associates Inc. / Keystone Collections
- CRA Amendment 3909

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	Lesa Brackbill, Joshua Cysyk, Lindsay Drew, Stewart McCarver, Jennifer Renz, Honesta Romberger, Tracey Royo, Nicole Searfoss, Christine Stickler
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:	**Hershey HS Band Boosters**
Date/Time:	Wednesday, November 4, 2026, 3:00 p.m. - 10:00 p.m.
Requested Facility:	High School Cafeteria, Band/Orchestra Rooms, & Gym (if available)
Event:	Marching Band End of Season Banquet
Fee:	None

Group:	**Hershey Youth Basketball Association (HYBA)**
Date/Time:	Sundays, December 6, 2026 - March 7, 2027 8:45 a.m. - 6:00 p.m.
Requested Facility:	High School Gymnasium
Event:	Youth Basketball Games
Fee:	Custodian: Per HESPA Contract - approx. $5,723.16 Potential Estimated Fees - approximately $5,723.16 Gym unavailable 11/25-29/2026 & 12/23/26-1/3/27

Group:	**Hershey Youth Basketball Association (HYBA)**
Date/Time:	Saturdays, December 5, 2026 - March 6, 2027 8:45 a.m. - 3:00 p.m. Sundays, December 6, 2026 - March 7, 2027 10:45 a.m. - 6:00 p.m.
Requested Facility:	Middle School Gymnasium
Event:	Youth Basketball Games & Practices
Fee:	Custodian: Per HESPA Contract - approx. $8,030.47 Potential Estimated Fees - approximately $8,030.47 Gym unavailable 11/26-29/2026 & 12/23/26-1/3/27

Group:	**Hershey Youth Basketball Association (HYBA)**
Date/Time:	Monday - Friday, October 5, 2026 - March 5, 2027 5:45 p.m. - 9:00 p.m. Saturdays, November 21, 2026 - March 6, 2027 8:45 a.m. - 6:00 p.m.
Requested Facility:	ECC Gymnasium
Event:	Youth Basketball Games & Practices K-12
Fee:	Custodian: Per HESPA Contract - approx. $5,723.16 Potential Estimated Fees - approximately $5,723.16 Gym unavailable 11/25-29/2026, 12/23/26-1/3/27, &

February 15, 2027

Group:	**Hershey Youth Basketball Association (HYBA)**
Date/Time:	Monday - Friday, November 17, 2026 - March 6, 2027 5:45 p.m. - 9:00 p.m. Saturdays, November 22, 2026 - March 6, 2027 8:45 a.m. - 12:00 p.m.
Requested Facility:	Elementary School Gymnasium
Event:	Youth Basketball Games & Practices K-12
Fee:	Custodian: Per HESPA Contract - approx. $2,010.84 Potential Estimated Fees - approximately $2,010.84 Gym unavailable 11/25-29/2026, 12/23/26-1/3/27, & 2/15/27

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 102 Academic Standards
- Policy 204.2 Virtual Attendance and Wellness Checks
- Policy 206 Assignment Within District
- Policy 209 Health Examinations and Screenings
- Policy 246 School Wellness
- Policy 249 Bullying/Cyberbullying
- Policy 704 Maintenance
- Policy 803 School Calendar
- Policy 805 Attachment-Safe2Say Something Procedures
- Policy 805.2 School Security Personnel
- Policy 822 Automated Defibrillators (AED)/Cardiopulmonary Resuscitation (CPR)

4.d. Approval of Policies (Reviewed Only)

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 201 Admission of Students

- Policy 203 Immunizations and Communicable Diseases
- Policy 203.1 HIV Infection
- Policy 205 Postgraduate Students
- Policy 207 Confidential Communications
- Policy 208 Withdrawal of Students
- Policy 209.1 Food Allergy Management
- Policy 918 Title I Parental and Family Engagement

4.e. Acclaim Productions Agreement
The Administration recommends the approval of the Acclaim Productions Agreement for the senior dinner hypnotist.

4.f. Lincoln Intermediate Unit 12/Cisco Duo Renewal
The Administration recommends the approval of the Lincoln Intermediate Unit 12/Cisco Duo renewal for the multi-factor authentication licensing.

4.g. M3T Corporation Renewal
The Administration recommends the approval of the M3T Corporation Renewal for software licensing and support for the district's access control, video surveillance, and intrusion systems.

4.h.Traffic Logix Corporation Renewal
The Administration recommends the approval of the Traffic Logix Corporation Renewal for cloud access in five district radar signs.

5. NEW BUSINESS

5.a. Personnel - Resignations

The Administration recommends the approval of the following resignations:

Classified Staff:

Delair, Felicite
Bus Driver
Transportation
Reason: Personal
Effective: 10/19/2026 (retroactive)

Walker, Jennifer
Paraprofessional (Self-contained Classroom)
Primary Elementary School
Reason: Personal
Effective: 10/22/2026 (retroactive)

Minutes

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

Vote Results

Yea:	9	Lesa Brackbill, Joshua Cysyk, Lindsay Drew, Stewart McCarver, Jennifer Renz, Honesta Romberger, Tracey Royo, Nicole Searfoss, Christine Stickler
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:

Classified Staff:

Bell, Lori (replacing Meenakshi Adhikari)
Food Service Worker
High School
Level A, 4.5 hours per day
Salary: $19.82 per hour
Effective: 11/03/2026

Brennan, Cynthia (replacing MaryJane Mooney)
Paraprofessional (Self-contained Classroom)
Middle School
Level B, 6.5 hours per day
Salary: $21.15 per hour
Effective: 10/29/2026 (retroactive)

Chambers, Claire (new position)
Paraprofessional (Self-contained Classroom)
Primary Elementary School
Level B, 6.5 hours per day
Salary: $21.15 per hour
Effective: 11/03/2026

Russell, Kimberly
Substitute Cafeteria/Recess Aide
District-wide
Substitute, Hours as needed
Salary: $16.21 per hour
Effective: 11/03/2026

Sayeg, Chloe* (replacing Briana Vaughn)
Classroom Assistant - ELD Program

High School
Level A, 5.75 hours
Salary: $19.82 per hour
Effective: 11/14/2026

Zagurskie, Nathan (replacing Carlos Baskerville)
Custodian (2nd shift)
District-wide
Full-time, 8.0 hours per day
Salary: $21.45 per hour
Effective: 11/03/2026

Transfer of Classified Staff:

Cirba, Tracy* (replacing Jennifer Walker)
Paraprofessional (Self-Contained Classroom)
From: Intermediate Elementary School
To: Primary Elementary School
Level B, 6.5 hours per day
Salary: $21.15 per hour
Effective: 10/21/2026 (retroactive)

Holzman, Richard* (replacing James Mulholland)
From: Utility Person/Custodian
District-wide
Full-time, 8.0 hours per day
Salary: $26.21 per hour
To: HVAC Technician/Plumber
District-wide
Full-time, 8.0 hours per day
Salary: $39.10 per hour
Effective: 09/21/2026 (retroactive)

Park, Nana* (new position)
From: Cafeteria/Recess Aide
Primary Elementary School
Level A, 3.0 hours per day
Salary: $19.82 per hour
To: Paraprofessional (Self-contained Classroom)
Intermediate Elementary School
Level B, 6.5 hours per day
Salary: $21.15 per hour
Effective: 10/20/2026 (retroactive)

Change in Hours for Classified Staff:

Beyer, Lesley*
Intervention Support Aide
Early Childhood Center
From: Level B, 6.5 hours per day
To: Level C, 7.0 hours per day
Salary: $23.84 per hour
Effective: 10/20/2026 (retroactive)

Mooney, MaryJane*
Paraprofessional Coach
District-wide
From: Level B, 6.5 hours per day
To: Level C, 7.5 hours per day
Salary: $21.15 per hour
Effective: 10/21/2026 (retroactive)

Limited Service Contract:

Albright, Caleb* (replacing Eric Reno)
Assistant Coach - H.S. - Baseball (.5 LSC)
Group E, Step 13
Salary: $2,642
Effective: 11/03/2026

Hess, Cory* (replacing Caleb Fisher)
Assistant Coach - M.S. - Wrestling
Group F, Step 1
Salary: $2,372
Effective: 11/03/2026

Ives, Erin*
Department Coordinator - Eng/Lang Arts - HS
Salary: $2,500
Effective: 11/03/2026

Leonard, Colton (replacing Justin Edwards)
Assistant Coach - H.S. - Basketball - Boys
Group D, Step 8
Salary: $4,980
Effective: 11/03/2026

Ritter, Bo* (replacing Tyrone Kreamer)
Assistant Coach - H.S. - Wrestling
Group D, Step 7
Salary: $4,743
Effective: 11/03/2026

Tinsman, Ethan (replacing John Arndt)
Assistant Coach - H.S. - Football
Group D, Step 3
Salary: $3,795
Effective: 11/03/2026

***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:

Gergenti, Allison
School Counselor
High School
Childrearing Leave
Effective: Approximately 11/14/2026 through 11/14/2027

Mohn, Chelsea
School Counselor
High School
Childrearing Leave
Effective: Approximately 02/27/2027 through 06/01/2027

3. The Administration recommends the approval of the following request in accordance with District Policy 339:

Conkle, Josephine
Food Service Worker
Elementary School
Uncompensated Leave
Effective: Approximately 08/26/2026 - 01/02/2027 (retroactive)

Wenger, Kayla
Grade 4 Teacher
Intermediate Elementary School
Uncompensated Leave
Effective: 11/10/2026 through 01/04/2027

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	Lesa Brackbill, Joshua Cysyk, Lindsay Drew, Stewart McCarver, Jennifer Renz, Honesta Romberger, Tracey Royo, Nicole Searfoss, Christine Stickler
Nay:	0	
Abstain:	0	

Not Cast: 0

6. DELEGATE REPORTS

6.a. CAIU

Minutes

The CAIU report is attached to the agenda. Dr. Cysyk noted that the IU presentation on "use of space" was also attached for review.

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 announced the appointment of Dr. Jesse Rawls Jr. as the next Superintendent effective July 1, 2027, following the retirement of Dr. Winslow.

8. RECOGNITION OF CITIZENS

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

Minutes

There were no citizens requesting recognition by the board.

9. ADJOURNMENT

Minutes

The meeting was adjourned to post Executive Session at 7:28 p.m. following a motion by Dr. Cysyk and a second by Mrs. Renz.

Vote Results

Yea:	9	Lesa Brackbill, Joshua Cysyk, Lindsay Drew, Stewart McCarver, Jennifer Renz, Honesta Romberger, Tracey Royo, Nicole Searfoss, Christine Stickler
Nay:	0	
Abstain:	0	

Respectfully submitted,

Michele Agee

Michele Agee
Secretary to the Board
November 16, 2026

Lindsay Drew
Board President

Derry Township School District
Board Meeting
November 2, 2026

Please Sign In AND Print Your Name

Signature	*Printed Name*
Sample Signature	Sample Name Printed
Signature	*Printed Name*
Signature	*Printed Name*
Signature	*Printed Name*
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Signature	*Printed Name*
Signature	*Printed Name*

Board Meeting Virtual Attendance November 2, 2026
Lisa Balanda
Paige Dalto
Nicole Milkovich
Angie Shipper

STUDENT OF THE MONTH - HERSHEY ROTARY CLUB - STUDENT ACHIEVEMENTS

Phonetic pronunciation of your name.

Kath-rin May-tree-john

Student Name *

Katherine Maitrejean

Parents Names *

John Maitrejean and Heather Maitrejean

Phone number *

[redacted]

Home mailing address

[redacted]

Current School Activities *

Please list current school activities.

Mini-THON Co-Executive and Intern, National Honor Society Secretary, HHS Sideline Cheerleader, HHS Competitive Cheerleader, Link Crew Leader, Trojan Trading Post Student Employee, Trojan Buddies Mentor, Key Club Member, STRESS Club Member

Honors and Awards *

Please list any honors or awards you've received.

Mini-THON Ambassador, Mu Alpha Theta Honor Society Member, Trojan 10 Recipient, Semi-Finalists at UCA (United Cheerleaders Association) Nationals 2026, Academic Achievement Awards for Spanish, Physical Education, and Internship Course

GPA (optional)

[redacted]

Current Service Activities and Achievements *

Cocoa Packs Volunteer, HYFA (Hershey Youth Football Association) Cheerleader Volunteer, Penn State Hershey Children's Miracle Network Annual easter Egg Scramble Volunteer

Hobbies *

Baking, going on walks, content creation and photography, babysitting, and spending time with my loved ones!

Senior Year Courses *

AP Psychology, AP Calculus AB, AP Statistics, Accounting III, Internship with Mini-THON/Four Diamonds, Popular Culture, HACC Intro to Business

Future Plans

Name of college / university you plan to attend?

Undecided still! Likely between Auburn University, University of Alabama, or Penn State!

Intended Major

Marketing

Additional Information

n/a

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.

/ˈɛɹɪk/

Student Name *

Erik Wingert

Parents Names *

Steve and Ingrid Wingert

Phone number *

[redacted]

Home mailing address

[redacted]

Current School Activities *

Please list current school activities.

National Honor Society (Co-President), Science National Honor Society (Vice President), Math National Honor Society, Academic Decathlon, Link Crew Leader, Science Olympiad and United States National Chemistry Olympiad, Chess Club (President), Varsity Tennis Team, Key Club, Matthew 28:19 Club (Student Leader), Student Council, and Mini-THON.

Honors and Awards *

Please list any honors or awards you've received.

- National Merit Scholarship Program Semifinalist
- American Chemistry Society US National Chemistry Olympiad National Finalist in 2025 and 2026
- United States Academic Decathlon 2026 National Finals, Honors Division for Medium Schools, Gold Medals in Essay and Math
- College Board AP Scholar with Distinction Award, 2026
- Mid-Penn High School Boys Tennis Championship, Gold Medal
- Superior rating (highest rating possible) at the Capital Area Chapter of Pennsylvania Music Teachers' Association Piano Festival every year since 2015
- Hershey High School Highest Academic Achievement Award in multiple subjects, 2023-2026
- Hershey High School Distinguished Honor Roll, every marking period since freshman year

GPA (optional)

[redacted]

Current Service Activities and Achievements *

- Emergency Department Patient Partner at Penn State Health Medical Center (volunteer)
- Write cards to residents at Country Meadows Retirement Community
- St. Joan of Arc Church Volunteer (e.g., clothing drive for people in need, sell baked goods and supervise children's game booths during church festivals)
- MathCounts Assistant Coach at Hershey Middle School (volunteer)
- Hershey Area Playhouse Usher (volunteer)
- Volunteer musician at community organizations (play piano at numerous churches and Country Meadows Retirement Community)

Hobbies *

- Tennis
- Piano
- Chess
- Ping pong
- Swimming
- Outdoor activities with family and friends

Senior Year Courses *

- AP Spanish
- AP Biology
- AP Statistics
- AP English - Literature
- AP Environmental Science
- AP World History
- HACC Discrete Math (MATH-125)
- APEX 11th and 12th Grade

Future Plans

Name of college / university you plan to attend?

Undecided

Intended Major

Neuroscience

Additional Information

AGREEMENT AND Invoice # 91526-05

Issue date: September 15, 2026

This will confirm the agreement between Acclaim Productions, LLC (Fed. Tax ID # 27-1150992) and Hershey High School (Purchaser). For the presentation of: Get Hypnotized! The Jason Christopher (artist) Comedy Hypnosis Show

DATE OF PERFORMANCE: Wednesday, May 19, 2027
LOCATION: School at 550 Homestead Rd, Hershey PA 17033
SHOWTIME: 7 PM to 8 PM ** DUE TO HEAVY PERFORMING SCHEDULE, PERFORMANCE ***MUST*** BEGIN & END PROMPTLY AT THE AGREED UPON TIME. THANK YOU IN ADVANCE FOR YOUR CONSIDERATION.
SHOW PACKAGE: Basic (hypnosis only show) for Senior Dinner for aprox: 280 people.
FEE: $1,500.00

Client to provide: 15-20 straight back armless chairs. / Aprox. 20 x 10 performing area or greater is requested / 2 bottles of water.

As compensation for the performance, Hershey High School agrees to pay Acclaim Productions, LLC the total sum of $1,500.00 (One Thousand Five Hundred Dollars) *to be divided as follows*:
A deposit/retainer in the amount of $500.00 (Five Hundred Dollars) is to be paid with the signed agreement to secure the above date. ***Please make checks payable to Acclaim Productions, LLC***. The remaining balance of $1,000.00 (One Thousand Dollars) is due on or before the date of your event **BEFORE THE START OF THE SHOW**. *The show will NOT start until payment is received.* If payment is not received the day of the show, there will be a 20% penalty added based on the total sum of the show.

Special:
If program is satisfactory, purchaser/client agrees to mail a brief testimonial letter typed on company, association, or group letterhead with 21 days of completion of engagement.

This agreement is valid 21 days after the issue date above. If the signed agreement is not received on or before that date, the agreement becomes void and Acclaim Productions, LLC reserves the right to schedule another engagement on the date and time that is being held for the above event.

All deposits/retainers are non-refundable. Once contract is returned, artist now begins turning away other engagements for this secured date/time. Performance can be re-set to a mutually agreeable date/time if needed. In the event that purchaser sends any amount additional over requested minimum deposit/retainer, or pay 'in full', those amounts will be considered a 'deposit/retainer' and be subjected to 'non-refundable' status. Please send only requested deposit. Artist reserves the right to provide a substitute performer on at least 5 day written notice. In such a case, Purchaser (Client) shall have the option to either allow the substitute performer to complete the engagement at the full agreement price, or to cancel the engagement and received a full refund of any amounts paid.

Other than under the circumstances outlined above, neither party to this Agreement shall have the right to cancel this Agreement, except in the case of a mutual agreement by the parties to cancel, made in writing and signed by both parties, or in the event of an Act of God. Artist shall have the final determination of what constitutes an Act of God and in such case of an Act of God, performance will need to be rescheduled to a new mutually agreeable date and time or deposit will be forfeited. The attempt by one party to cancel this agreement in any manner other than those specifically allowed by the Paragraph shall be a breach of this Agreement.

The Performer can offer to sell souvenirs at the show. Sponsor may offer to sell concessions. Each retains 100% of the funds generated by the additional offering.

As Agreed:

_____, School Board President — November 2, 2026 (Date)

For the Client:
Hershey High School (Purchaser)
Jeffrey Mackneer 717-919-0535
550 Homestead Rd
Hershey Pennsylvania 17033

_____

Jason Christopher, Member, Acclaim Productions, LLC
1935 Warrendale Bayne Rd
Baden PA 15005
412-983-0697 / Toll Free: 1-888-255-0662



JASON CHRISTOPHER--
CREATING UNIQUE AND UNFORGETTABLE EVENTS
1935 Warrendale Bayne Rd
Baden PA 15005
TOLL-FREE: 1-888-255-0662 CELL: 412-983-0697
TOLL FREE FAX 1-866-461-3006
www.hypnotistjasonchristopher.com
E-MAIL: Jason@bookjasonchristopher.net

September 15, 2026

Dear Jeffrey,

Thank you for allowing me to provide outstanding entertainment for your group! It will be a pleasure to work with you and Hershey High School once again this year.

Enclosed is the agreement you requested. It is very important to your events success that everything on the agreement is correct, so please look it over carefully. If you find any errors, please phone: 1-888-255-0662. Please sign the agreement and return one copy along with the deposit amount included in the provided SASE. Please keep the other copy for your records.

Thank you, and if you should have any questions, please do not hesitate to phone me at the number above, or drop me an email at Jason@bookjasonchristopher.net .

Sincerely,

Jason Christopher

P.S. Please ensure the following are enclosed with/on the confirmation:

❑1. Your Signed show confirmation / booking agreement. ***IMPORTANT***: We confirm show dates when the booking agreement is received in our offices. If for some reason there is an issue with the deposit due to accounting or a purchase order delay, **send the signed confirmation via fax or mail anyway so we can confirm your date**.

❑2. Directions to the show location. DOUBLE CHECK ALL MAPQUEST / INTERNET DIRECTIONS FOR ACCURACY AND POSSIBLE CONSTRUCTION / DETOURS. ALSO NOTE **THE EXACT ADDRESS OF THE SHOW LOCATION FOR GPS TRACKING PURPOSES**.

❑3. Double check the phone number where the event will be held (or a cell phone/pager number of a party who will be attending the event) in case of an emergency. NOTE: For the day of your performance, my cell phone # will be (412) 983-0697 in case of emergency.

❑4. Your SIGNED deposit/retainer check (if required) PAYABLE TO ACCLAIM PRODUCTIONS, LLC.

PURCHASE LETTER OF INTENT

School or District Name:

Purchase of: Cisco DUO Advantage Licenses

Background:
Educational institutions face an increasingly challenging cyber threat landscape, making identify verification a fundamental requirement for risk mitigation. Implementing a comprehensive Multi-Factor Authentication (MFA) and Zero-Trust solution is key to preventing credential misuse and unauthorized access. To assist local educational agencies, Lincoln Intermediate Unit 12 is providing statewide consortium pricing for Cisco Duo Advantage solutions. In order to support budgetary constraints, Lincoln Intermediate Unit 12 has negotiated a 3 year pricing agreement for the purchase of Cisco Duo Advantage licenses that will provide cost certainty over the term of this agreement.

Pricing & License Commitment:
By signing this Letter of Intent, you hereby confirm your organization's commitment to purchase Cisco Duo Advantage licenses. Customers will be invoiced annually and are agreeing to a binding 3-year commitment term under this LIU Agreement, for Duo Advantage licenses indicated below (prorated terms may apply for agreements executed after the initial launch wave). By completing and signing this form, you are committing your organization to the number of licenses indicated in the form below. An authorized signatory for your entity must sign below.

Please check the appropriate boxes and provide the quantity of licenses that your entity will purchase for the present term, now through January 2030.

✓	PRODUCT	COST	QTY
☐	Duo Security Licenses Commitment to purchase indicated number of licenses that begin in January 2027 and continue, billed annually, through January 2030.	$12.50/yr per license	

Technical Contact Name:		Signatory Name:	Lindsay K. Drew
Technical Contact Signature:		Signatory Signature:	
Date:		Date:	November 2, 2026

Title:		Title:	School Board President

Terms & Agreement
By signing below, the district/entity agrees to the terms and conditions outlined above and within the Lincoln Intermediate Unit Master Service Agreement.

Please submit the fully executed copy of this document to Olivia Dyksterhouse, Online Learning Specialist, ojdyksterhouse@iu12.org.

Next Steps
Invoices will be sent to LEA following the return of the commitment letter. LEA will provide a valid purchase order within 30 days.

Questions
Please reach out to Ben Smith, Director of Educational Technology, bsmith@iu12.org with any questions..

M3T Corporation
2250 Bumble Bee Hollow Road
Mechanicsburg, PA 17055
1-855-790-0638
connect@m3tcorporation.com

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BILL TO		PRIMARY WORK SITE			
Company:	Derry Township School District	**Company:**	Derry Township School District	**Date:**	09/17/2026
Address:	18 E Granada Ave Hershey, PA 17033	**Address:**	18 E Granada Ave Hershey, PA 17033	**Sales Rep:**	Joshua Miller
				Phone:	855-790-0638
				Email:	jemiller@m3tcorporation.com
Contact:	Krista Dickerson - send invoices	**Contact:**	Philip Ayala	**Expiry Date:**	10/02/2026
Phone:	(717) 534-2501	**Phone:**	(717) 534-2501	**Billing Method:**	Annual Billing, Prepaid.
				Payment Terms:	NET 30

TITLE

Access Control, Video, and Intrusion MSA

SCOPE OF WORK

Thank you for choosing M3T Corporation's Managed Services Solution for your organization. We are grateful to you for considering us as your **Trusted Partner**. Below please find your customized proposal. Please do not hesitate to contact us if you have any questions or require additional information on any aspects of our offering.

Project Scope of Work

M3T will provide all LenelS2 SUSP licensing for a term of 1 year.

Managed Services Scope of Work

The Managed Services Agreement (MSA) sets forth the terms and conditions for the provision of equipment and services to be provided by M3T Corporation to the Customer and is effective for a term of 1 year, commencing upon the signing of this contract or purchase order being issued. This agreement will **not** automatically renew annually. M3T shall provide Help Desk, Remote Access, and On-Site support services on Covered Systems during our regular business hours -- Monday through Friday, 8:00 am to 5:00 pm EST. Priority and Same Day response time for critical system failures is below. The response time does not guarantee a resolution of the incident; this is only a response. Premium labor rates and trip charges may apply if service requires same-day or priority response service. After-hours and weekend support is billable at premium rates.

NO **Annual Preventative Maintenance** includes at least one inspection that will occur on accessible devices.
YES **Client Relationship** M3T will support the client relative to the continuous implementation of the system, to review, inform, analysis, and recommend corrective action and planning for improvements to the system in client's environment.
YES **Standard Hardware** support includes professional onsite assistance with problems related to hardware malfunctions and failures of Covered Systems due to normal wear and tear. All services are billed on a Time and Material basis.
NO **Continuous Operations Labor Only Support** includes all onsite Labor & Travel required to troubleshoot and replace new or existing hardware for Covered Systems at no additional cost, with the exception of the exclusions listed below. Replacement hardware, consumables, and equipment rentals (such as lifts) remain billable. Labor for issues resulting from external systems is not included. This coverage level ensures priority response for supported systems.
NO **Total MSA Continuous Operations Hardware Support** includes all M3T Professional Services and

replacement hardware needed when Covered Systems fail due to normal wear and tear at no additional cost. The labor and equipment required for break/fix issues are fully covered under this agreement, with the exception of the exclusions listed below.
YES **Software Support** includes Phone/Email support not to exceed 2 hours per month. The equipment list contains the software manufacturers supported in this agreement. Software license and upgrade support from the manufacturer **is** included in this agreement and must remain active during the duration of this contract. System upgrades and firmware upgrades **not included**.
NO **Server Support** includes storage and security administration support on supported inventory.
YES **On-Site Service & Support:**

- **Business Hours Service & Support:** Response Time is within 1-5 business days.
  - Normal Hours of Operation - Monday Friday 8:00 AM - 5:00 PM
  - Preferred Rate: $147/hr (1-hour minimum + trip charge)
- **Emergency Service & Support:** Response Time: 2 business days.
  - After-hours support at 2x standard rate
- **Guaranteed Response Times Contact Information:**
  - Phone number: 855.790.0638
  - Email (Non-Emergency): Support@M3TCorporation.com

Covered Systems

Coverage under this agreement applies only to the systems, hardware, and components specifically identified as Covered Systems within this proposal or scope of work. Any services required for external or unrelated systems (such as client network infrastructure, third-party software, or other non-covered integrations) are excluded unless explicitly stated.

The covered systems include the LenelS2 Netbox Access Control System, the LenelS2 NetVR Video System, and the Radionix (formerly Bosch) Intrusion System.

If additional repairs are required, M3T will inform and review with the on-site POC. All covered equipment will be repaired. If requested, a separate proposal will be provided for the additional repairs. The customer will provide clear access to the work area during preventive maintenance.

PART NUMBER	DESCRIPTION	QTY	UNIT PRICE	TOTAL PRICE
LenelS2 SUSP Licensing				
	S2 SUSP PLAN - EXPIRED NETVR PER CHANNEL *System ID: 257844*	7.00	$83.33	$583.33
	S2 SUSP PLAN - EXPIRED NETVR PER CHANNEL *System ID: 257852*	31.00	$83.33	$2,583.33
	S2 SUSP PLAN - EXPIRED NETVR PER CHANNEL *System ID: 257853*	35.00	$83.33	$2,916.67
	S2 SUSP PLAN - EXPIRED NETVR PER CHANNEL *System ID: 257857*	13.00	$83.33	$1,083.33
	S2 SUSP PLAN - EXPIRED NETVR PER CHANNEL *System ID: 257859*	37.00	$83.33	$3,083.33
	S2 SUSP PLAN - EXPIRED NETVR PER CHANNEL *System ID: 257865*	40.00	$83.33	$3,333.33
	S2 SUSP PLAN - TIER 4; 129 -256 READERS *System ID: 257882*	1.00	$6,816.68	$6,816.68
		LenelS2 SUSP Licensing Total:		**$20,400.00**

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PART NUMBER	DESCRIPTION	QTY	UNIT PRICE	TOTAL PRICE
MSA Basic 1 Year				
MSA	Managed Services Agreement Yearly *SSA*	1.00	$600.00	$600.00
			MSA Basic 1 Year Total:	**$600.00**
			Subtotal:	$21,000.00
			Tax:	$0.00
			Total:	$21,000.00

This Proposal and its Terms and Conditions shall become binding when signed by the buyer and accepted and approved by M3T Corporation.
By Customer's signature, Customer acknowledges that they have read, understood, and agreed to the M3T Corporation Terms and Conditions.
Receipt of a customer purchase order for this agreement will be considered as acceptance of the Terms and Conditions.

BUYER: Derry Township SD/Lindsay K. Drew (Print Name) SIGNATURE: _____ DATE: November 2, 2026

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TERMS AND CONDITIONS

General Terms and Conditions. This System Integration Agreement and all documentation issued by M3T Corporation ("The Company") are subject to these General Terms. These General Terms and Conditions are the only terms that govern the sale of the equipment and any related software ("Products") and services ("Services") contained in the accompanying integrated security solutions proposal to The Buyer. The Terms and Conditions and the Proposal (collectively, the "Agreement") comprise the entire agreement between the parties and supersede all prior or contemporaneous understandings, agreements, negotiations, representations, warranties, and written and oral communications. In the event of a conflict between these General Terms and Conditions and any other documents constituting the Agreement, these General Terms and Conditions shall prevail unless expressly provided otherwise. Notwithstanding anything herein to the contrary, if a master services agreement signed by both parties is in effect covering the sale of these Products and Services, the terms and conditions of said agreement shall prevail to the extent they are inconsistent with these Terms and Conditions.

Acceptance of Terms. This Agreement shall be binding upon (a) signing by The Buyer and accepted in writing by a duly authorized representative of the Company or (b) receipt of The Buyer's Purchase Order without conflicting terms or other documents expressly rejected by the Company or (c) receipt of The Buyer's written Purchase Authorization (such as an email confirming the order) without conflicting terms or other documents expressly rejected by the Company. No relaxation, forbearance, or indulgence by the Company in enforcing any of the terms and conditions of this Agreement or the granting of any time to any other party shall prejudice or restrict the rights and powers of the Company hereunder, nor shall waiver of any breach hereof operate as a waiver of any subsequent or continuing breach hereof.

Term. The term of this agreement shall remain in effect from the date it becomes binding in accordance with the terms of acceptance outlined herein and will remain in effect through the performance of the outlined scope of work through the satisfaction of all requirements by both parties outlined within this agreement.

Billing & Payment Terms. Unless otherwise specified within this proposal, the total contract price shall be paid as follows: Forty (40) percent down payment at the time of order, Forty (40) percent upon delivery to the Buyer, Twenty (20) percent upon completion or first beneficial use, payable NET 30 from receipt of invoice. Change orders will be invoiced in full at the time of approval, payable NET 30 from receipt of invoice. Invoicing disputes must be identified in writing and submitted to the Company within eight (8) days of the invoice date. Payments of any disputed amounts are due and payable upon resolution. All other amounts remain due within thirty (30) days. Payment is a condition precedent to Company's obligation to perform Services under the Agreement. Failure to make payment when due will give Company, without prejudice to any other right or remedy, the right to (a) stop performing any services, terminate or suspend any unpaid software licenses, and/or terminate this agreement; and (b) charge the Buyer interest on the amounts unpaid at a rate equal to the lesser of one and a half (1.5) percent per month or the maximum rate permitted under applicable law until payment is made in full. The Buyer agrees to pay all the Company's reasonable collection costs, including legal fees and expenses. Unless otherwise specified, Products are sold F.O.B. origin-Buyer to pay all shipping charges. If this document provides alternate payment terms, progress invoicing will be based on individual sections of the solution provided. The Company shall not be liable for failures of or delays in manufacture, delivery, or installation resulting from any cause or causes beyond its reasonable control.

Supplier Price Increases & Returns. Adherence to the billing terms outlined herein provides basic protection to the Buyer and the Company for Supplier price increases for the initial order. If the buyer does not adhere to the billing terms outlined within this agreement, any supplier price increases incurred will require an automatic change order to be approved by the Buyer for the increase. Due to the custom nature of Security Integration Equipment and Specialty Door Hardware, Buyer-requested returns can only be made if the manufacturer approves the return. Restocking fees may apply.

Buyer In Arrears or Default. In the event the Buyer is in arrears with any payment whatsoever due from it to the Company at any time whatever, whether in respect of the purchase price or any other amount due from the Buyer to the Company under the terms of this Agreement, the amount in arrears shall bear interest at three (3) percent above the prime rate prevailing from the date each amount falls due, pending actual payment thereof in full, without prejudice to any relief and remedy available to the Company. In the event of the Buyer's default, the Company may, without notice, cease all installation work at the Buyer's premises until the outstanding payment is satisfied. In the event of the Buyer's default, the Company may, without notice, peaceably enter any premises in which the Products are located and remove, hold, and sell them in accordance with applicable law to satisfy in whole or in part the Buyer's obligations.

Pay When Paid Clause. The Buyer shall not unreasonably withhold authorization for payment. The Buyer shall not withhold payment to the Company for the Buyer's nonpayment for reasons unrelated to the work of the Company.

Scope of Project. This project is based on Buyer-provided and/or site survey information. The Company shall execute the work described in the included proposal concerning the Buyer's system integration. While every reasonable effort has been made to determine installation conditions, unforeseen problems may arise that will require a change order to cover reasonable additional costs incurred by the Company. As the project progresses, additional hardware, equipment, and labor may be necessary to complete the project. These additions will be considered change orders and be handled under the change order procedure contained in this Agreement. Any changes to the agreed-upon scope of work defined in this proposal must be authorized in writing.

Change Orders. The Company will provide a Change Order to the Buyer based on required or requested changes in Scope, hardware, equipment, and/or labor to complete the project. All changes shall be submitted and approved in writing, with prices and terms negotiated separately for the change order from the initial contract. Prompt approval of a change order will reduce the risk of delays during the project installation. Failure to approve a change order required for the Company to complete the scope of work may incur additional costs, rescheduling, and delays. Work covered under or impacted by a change order will not proceed until the Buyer submits written approval or purchase order to the Company.

Installation & Site Preparation. The Company's trained employees will perform the installation (field assembly, interconnection, equipment calibration, and commissioning). The Company shall be entitled to employ sub-contractors and/or agents to assist in or carry out, in whole or in part, the installation. If trade unions prevent installation by Company employees, the Buyer shall arrange with the trade unions at its own expense to complete installation. The Company is thereafter liable only for engineering supervision of installation. The Company shall coordinate and cooperate with other trades to facilitate satisfactory work progress. If the Company's work in progress is impeded by other businesses and/or contractors (excluding the Company's subcontractors) or by scheduling delays due to the Buyer, time delays in the final installation and additional charges, including labor, travel, and reasonable expenses, may result. The Buyer shall be responsible for preparing, at its own expense, the installation site in accordance with the Company's instructions, including the requirements specified in the Proposal. In no event shall the Company be responsible for any high voltage electrical work, ceiling, structural, or mechanical system modifications. Unless otherwise specified, the Buyer shall provide the Company with source code for any non-Company programmed control system required to be modified under the terms of this Agreement. The Buyer shall provide the Company with reasonable access to the installation site before delivery to determine site readiness for installation and shall designate an individual on Buyer's staff to serve as a contact person for all site preparation and installation issues. Buyer shall provide the

Company with free and clear access to the installation site to prepare for installation. The Buyer shall allow the Company Secure Remote Access for Remote Technical Assistance to the extent feasible, or additional charges may result, including labor, travel, and reasonable expenses. Any operations or adjustments to the system by the Customer or other contractors which result in additional work by the Company will require a change order and additional charges to the Buyer. The Buyer shall indemnify the Company against any loss, damage, or claim arising out of the condition of the storage and installation premises. The Buyer shall obtain at its expense and keep effective all permissions, licenses, and permits whenever required in connection with the installation and/or use of the Products and the premises where the Products shall be situated.

Video System Performance Standards & Infrastructure Responsibility. All video storage, compute, and bandwidth requirements are based on a minimum standard of 1080p resolution, 12 FPS, 40% motion activity, and 30 days of retention leveraging H264 video compression, unless otherwise specified in the proposal. Client is responsible for ensuring sufficient bandwidth, processing, and storage capacity to support added equipment, unless explicitly included by M3T. Required software licensing for added devices is either provided within our proposal or, if not listed, is not included. Advanced features may require additional licensing and are not assumed included unless explicitly outlined.

Further Obligations of the Buyer.

1. Buyer, at its own expense, shall supply appropriate uninterruptible AC electric power, outlets for such power, located according to Company's requirements, and telephone company interconnection jacks, if required.
2. Buyer shall not tamper with, alter, adjust, add to, disturb, injure, move, remove, or otherwise interfere with equipment installed by Company, nor shall Buyer permit the same to be done by others. If any work is required to be performed by Company, by Buyer's breach of the foregoing obligations, Buyer will pay Company for such work in accordance with Company's then current prevailing charges for labor and material.
3. For those Premises where Company is to intermediate central station service, Buyer shall furnish Company in writing a list of the names, titles, residence addresses, phone numbers, and signatures of all persons authorized to enter the Premises of Buyer during scheduled closed periods and shall be responsible for updating such list.
4. Buyer shall carefully and properly set the alarm system regularly as Buyer shall close its premises. Buyer shall carefully and properly test the alarm system prior to each closed period and shall immediately report to Company any claimed inadequacies or failure of the System.
5. Buyer shall permit Company access to the premises for any reason arising out of or in connection with Company's rights or obligations under this Agreement.
6. Should any part of the System be damaged by fire, water, lightning, acts of God, or any cause beyond the control of Company, any repairs or replacement shall be paid for by Buyer, ordinary wear and tear excepted.
7. Any claim by Buyer for improper installation or a defect in the System shall be made to the Company within 30 days after installation is completed.
8. Buyer represents and warrants that Buyer is the owner of the Premises or, if not, that the owner thereof agrees and consents to the installation of the System on the Premises. Buyer shall indemnify and hold Company harmless from and against any losses or damages, including attorney fees, resulting from breach of such representation and warranty, or from Company's inability to recover leased system components where Buyer moves out of the Premises.
9. For those Premises where closed-circuit television equipment is provided, Buyer will provide adequate illumination under all operational conditions for the proper operation of the closed-circuit television camera and will provide any necessary AC power supply where required.
10. Buyer assumes full responsibility for the operation of any and all bypass or switch units provided for disconnecting or reconnecting the alarm-sounding and /or transmitting equipment at Buyer's Premises.

Hazardous Materials. The Buyer represents that, except to the extent that the Company has been given written notice of the following hazards before the execution of this Agreement, to the best of the Buyer's knowledge, there is no: "permit confined space," as defined by OSHA; risk of infectious disease; need for air monitoring, respiratory protection, or another medical risk; or asbestos, asbestos-containing material, formaldehyde or other potentially toxic or otherwise hazardous material contained in or on the surface of the floors, walls, ceilings, insulation or other structural components of the area of any building where work is required to be performed under this Agreement. All the above are hereinafter referred to as "Hazardous Conditions." The Company shall have the right to rely on the representations listed above. If the Company encounters hazardous Conditions during the course of the Company's work, the discovery of such materials shall constitute an event beyond Company's control, and Company shall have no obligation to further perform in the area where the Hazardous Conditions exist until the site has been made safe by the Buyer as certified in writing by an independent testing agency, and the Buyer shall pay disruption expenses and re-mobilization expenses as determined by Company. This Agreement does not provide for the cost of capture, containment, or disposal of any hazardous waste materials, or dangerous materials, encountered in any of the Covered System(s) and/or during the performance of the Services. Said materials shall always remain the responsibility and property of the Buyer. The Company shall not be responsible for the testing, removing, or disposing of such hazardous materials.

Delays. The Company shall not be liable for delays in delivery or performance, or for failure to manufacture, deliver or perform, due to (a) a cause beyond its reasonable control, or (b) an act of God, act of the Buyer, the act of civil or military authority, Governmental priority, strike or other labor disturbance, flood, epidemic, pandemic, war, riot, delay in transportation or car shortage, or (c) inability on account of a cause beyond the reasonable control of the Company to obtain necessary materials, components, services or facilities. The Company will notify the Buyer promptly of any material delay excused by this Article and will specify the revised delivery date as soon as practicable. In the event of any such delay, there will be no termination, and the date of delivery or performance shall be extended for a period equal to the time lost by reason of the delay. If an unexcused and material delay occurs, the parties will mutually agree to an equitable solution. In the event of an unexcused and material delay by the Buyer, the Buyer agrees to pay the Company for all equipment procured by the Company for the Buyer and services performed as of the date of the delay. If the Company is delayed at any time in the progress of the work by material changes ordered in work, by labor disputes, fire, unusual delay in deliveries, construction delays, unavoidable casualties or any causes beyond the Company's control, or by other causes which the Project Manager determines may justify the delay, Change Order shall extend the Agreement time for such reasonable time as the Project Manager may determine. Such change orders may include charges to cover additional costs incurred by the Company due to the delay. In addition, the Buyer will be responsible for an additional charge for the transfer of equipment and equipment storage. Storage rates are $500.00 per month. Extra labor charges for loading, unloading, and installation expedition will be based on the Company's hourly rate schedule of $158.00 per hour per employee, along with the applicable travel charge. Premium rates may be required for overtime work or additional labor not included in the original proposal.

Force Majeure. If the performance of this Agreement, or any obligation hereunder, by a Party is interfered with by an Act of God, war, revolution, civil commotion,

pandemic, an act of public enemies, or any other causes beyond the reasonable control of the party, then the party will be excused from performance to the extent of such interference, and the other party will likewise be excused from performance of its obligations to the extent of such party's obligations related to the performance so interfered with.

Taxes & Permits. The Buyer agrees to pay all sales, use, property, utility, and other taxes required in connection with the equipment and Services listed, including Telephone or ISP company charges, if any. The Buyer shall comply with all laws and regulations relating to the equipment and its use and shall promptly pay when due all sales, use, property, excise, and other taxes and all permit, license, and registration fees now or hereafter imposed by any government body or agency upon the equipment or its use. If exempt from any federal or state taxes, the Buyer shall provide the Company with evidence of exemption acceptable to the taxing authorities. The Company may, without notice, obtain any required permit, license, or registration for the Buyer at the Buyer's expense and charge a fee for this service. If the Buyer fails to maintain any required licenses or permits, the Company shall not be responsible for performing the services and may terminate the services without notice to the Buyer.

Warranties. Unless the Buyer has purchased a Managed Services or Continuous Operations Agreement (as defined in the Supplemental Managed Service Agreement, where applicable) providing for a longer period of warranty coverage, each installation/system carries the following warranty: (a) System Integration Projects carry a standard one-year warranty covering defects in the installation portion of the sale. Installation is guaranteed to be free of defects in materials and workmanship for one year, commencing upon first beneficial use of the solution. (b) System Services & Support carry a standard thirty-day warranty covering defects in the service portion of the sale. Services performed on the system components repaired are guaranteed to be free of defects in materials and workmanship for thirty (30) days. (c) System Programming and Software Support are provided with no warranty. Components and materials supplied carry the manufacturer's warranty, which may exceed thirty days. The Company will attempt to reply to warranty service requests from the Buyer before 1:00 p.m. within five (5) business days. All warranty service will be provided during regular business hours. Normal working hours are 7 AM to 4 PM, Monday through Friday, excluding Company Holidays. If emergency service is requested and provided outside of regular working hours, the Buyer will be charged for any overtime hours per the Company's then-standard policy on overtime rates. THE COMPANY DOES NOT MAKE ANY WARRANTIES, EITHER EXPRESS OR IMPLIED, BY STATUTE OR LAW, CONCERNING THE EQUIPMENT. THE COMPANY EXPRESSLY EXCLUDES THE WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. THE BUYER SHALL BE LIMITED SOLELY TO THE WARRANTIES, IF ANY, OF THE ORIGINAL MANUFACTURER MADE CONCERNING THE EQUIPMENT. THE BUYER EXPRESSLY UNDERSTANDS AND AGREES THAT THE COMPANY DOES NOT WARRANT THAT THE EQUIPMENT IS FREE OF CLAIMS OF PATENT INFRINGEMENT BY ANY THIRD PARTY. THE COMPANY HEREBY DISCLAIMS ANY SUCH WARRANTY OR INDEMNIFICATION AGAINST PATENT INFRINGEMENT. Any claim against the Company must be made within the applicable manufacturer warranty period. Manufacturer warranties cover only defects arising under regular use and do not include malfunctions or failure resulting from misuse, abuse, neglect, alteration, problems with electrical power, and usage not in accordance with product instructions.

Warranty - Warranty Service. The Company will facilitate the repair and/or replacement of non-conforming equipment during the system installation warranty coverage. This does not include transporting any defective equipment purchased from the Company, travel time, reinstallation at the Buyer's site, or shipping costs. After the manufacturer's warranty expires, the Buyer assumes all responsibility for the repair and/or replacement of equipment purchased from the company. The Buyer may purchase a Continuous Operations Agreement with the Company at its discretion. The Buyer shall be responsible for entering and paying for any extended maintenance contract.

Warranty - Buyer Responsibilities. Buyer or any user of the Products shall (a) notify the Company as soon as any unusual operating peculiarity appears and (b) operate the Products safely and competently in strict compliance with established safety operating procedures and applicable laws and government regulations. If the Buyer or any user of the Products fails to comply with the above-stated conditions, the Company's warranties and its obligations hereunder shall terminate without notice to the Buyer. The Buyer is responsible for promptly reporting a performance deficiency to the Company within fourteen (14) days and removing the item from service where applicable to prevent damage or injury. Failure to report known performance deficiencies within fourteen (14) days will incur hardware replacement costs to the buyer when applicable. In the event the Products are in any way misused, altered, or repaired by someone other than a representative of the Company, which within the sole judgment of the Company results in an adverse effect, including effects upon performance or reliability of the Products, the warranty and the Company's obligations hereunder shall terminate without notice to Buyer.

Limitation of Liability. Subject to the other provisions of this Article, the Company agrees to indemnify and hold harmless the Buyer from and against any loss, expense, or claim asserted by third parties for damage to third party tangible property, or bodily injury, or both, arising out of the performance of this agreement, to the extent such damage or injury is attributable to the negligence of the Company; provided that the Buyer gives the Company prompt notice of any such claim and all necessary information and assistance so that the Company, at its option, may defend or settle any such claim. The Buyer does not take any adverse position concerning such a claim. If any such damage or injury is caused by the joint or concurrent negligence of the Company and the Buyer, the loss, expense, or claim shall be borne by the Company and the Buyer in proportion to their negligence. This indemnification obligation shall not apply to any claim based on manufacture, design, operation, maintenance, or service according to the Buyer's specifications or instructions or GENERAL CONTRACTOR'S requirements or instructions if and to the extent, the Company has not participated in or contributed to the development of such design or specification. The Buyer's remedies, under this indemnification provision, are limited to any one of the following at the Company's election: (a) the Company shall procure for the Buyer the right to use the method or process, (b) the Company shall modify the method or process so that it no longer infringes, (c) the Company shall replace the method or process with non-infringing alternatives, or (d) the Company shall refund to the Buyer the purchase price paid for the infringing service. In no event, whether as a result of a breach of contract, indemnity, warranty, tort (including the Company's negligence), strict liability, or otherwise, shall the Company be liable for any special, consequential, incidental, or penal damages, including, but not limited to, loss of profit or revenues, loss of use of the products or any associated equipment, damage to associated equipment, cost of capital, cost of substitute products, facilities, services or replacement power, downtime costs, or claims of the Buyer's customers for such damages. If the products or services being provided by the Company will be furnished by the Buyer to a third party by contract or otherwise or relate to an agreement between the Buyer and a third party, the Buyer shall obtain from a such third party a provision affording the Company the protection of this Article. Applicable law may not allow the limitation or exclusion of liability or incidental or consequential damages, so the end may not apply to the Buyer. Notwithstanding the preceding, the Buyer agrees that the total aggregate liability to the Buyer for any injuries, claims, losses, expenses, or damages arising out of or in connection with the agreement, unless expressly provided for elsewhere in this agreement, regardless of the theory of recovery, shall not exceed the lesser of the amount of insurance required by the arrangement or the amount of insurance coverage in force by the Company at the time of the agreement or the contract amount. The Buyer can pay for additional insurance to increase the limitation of liability.

If the Company furnishes the Buyer with advice or other assistance which concerns any product supplied hereunder or any system or equipment in which any such product may be installed and which is not required under this agreement, the furnishing of such advice or assistance will not subject the Company to any liability.

Limitation of Liability for Equipment. The Company assumes no liability for the mechanical performance of the equipment. Under no circumstances shall the

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Company be liable for consequential or indirect losses or damages to the Buyer (including without limitation loss of profits or other liabilities of Buyer or any third parties) or for any incidental, special, or punitive damages of any nature whatsoever, negligence or otherwise. The Buyer's sole remedy against the Company shall be the repair and/or replacement of any nonconforming equipment or portion thereof.

Source Code. This Agreement does not cause any transfer of title, or intellectual rights, in Control Systems Programs or any materials produced in connection in addition to that, including Source Codes. The Programs are provided and are authorized for installation, execution, and use only in machine-readable object code form. This Agreement is expressly limited to the use of the Control Systems Programs by the Buyer for the equipment in connection with the associated project. The Buyer agrees that it will not seek to reverse-engineer any Program to obtain Source Codes and that it will not disclose the Programs to any third party without the consent of the Company. The Control Systems Programs, Source Codes, and the Company know-how and installation and configuration techniques furnished hereunder are proprietary to the Company and were developed at private expense. If the Buyer is a branch of the United States government, for purposes of this Agreement, any software furnished by System Integrator hereunder shall be deemed "restricted computer software", and any data, including installation and systems configuration information, shall be considered to "limited rights data", as those terms are defined in FAR 52.227-14 of the Code of Federal Regulations.

Confidential Information. Any non-public or confidential information that the Company acquires about the Buyer's Company during the course of furnishing Products and Services hereunder relating to Purchaser's systems, security procedures, business operations, customers, employees/contractors or other confidential information about Purchaser's technology, network, infrastructure, products, business or personnel shall not directly or indirectly be disclosed by the Company to any person or third party without prior written permission of the Buyer, and shall not be used by the Company except in fulfilling its obligations under this Agreement.

Independent Contractor. Nothing in this Agreement shall be construed to constitute either party as the partner, employee, or agent of the other, nor shall either party have any authority to assume or create any liability or obligation, expressed or implied, on behalf of, or bind in any manner, the other party. Except as provided elsewhere herein, nothing contained herein shall authorize either party to bind the other in any manner whatsoever. Each party agrees that it shall not hold itself out as having the right to bind the other, including without limitation the right to assume any obligations of the other or to make any representation, promise, or warranty whatsoever on behalf of the other.

Non-Solicitation. During the Term of this Agreement and for one year after termination of this Agreement, neither party will solicit other parties' employees.

Assignment Prohibited. This Agreement may not be assigned, sublicensed, or transferred by either party without the other party's written consent.

Modification/Amendment. No modification of, or amendment to, this Agreement shall be effective unless in writing and signed by both Parties.

One-Year Limitation on Actions & Governing Law. No claim or cause of action, whether known or unknown, shall be brought against the Company more than one year after the claim first arose. Except as provided herein, the Company's claims must be brought within one year. Claims for unpaid contract amounts are not subject to the one-year limitation. The laws of Pennsylvania shall govern the validity, enforceability, and interpretation of this Agreement. The Buyer acknowledges and agrees that Pennsylvania courts have jurisdiction over all purchases hereunder.

Waiver. Any delay or omission on the part of either party to this Agreement in exercising any right, power, or remedy hereunder or in requiring performance by the other party hereunder, shall not operate as a waiver of any provision hereof or of any right or rights hereunder; and the release, omission or delay in exercising any right or requiring performance on any one occasion shall not be construed as a bar to or a waiver of such performance or right, or any right or remedy under this Agreement, on any future occasion.

Notices. All notices, requests, demands, and other communications under this Agreement shall be in writing and shall be deemed to have been duly given (a) if delivered by hand and receipted by the party to whom said notice or other communication shall have been directed, or (b) mailed by certified or registered mail with postage prepaid, on the fifth business day after the date on which it is mailed.

Traffic Logix Corporation
PO BOX 737296
Chicago, IL 60673 USA
Tel: (866) 915-6449
Fax: (844) 405-6449
www.trafficlogix.com

Quote Number QUO-57886-Q2N0W7
Created Date 8/31/2026
Expiration Date 11/30/2026

QUOTATION

Contact: Christopher Grudi
Phone: 717-534-2501
Email: **cgrudi@hershey.k12.pa.us**

Derry Township School District

Shipping Address:
30 E. Granada Avenue
P.O. Box 898
Hershey, Pennsylvania 17033
United States

Standard Features (Included)

- Cloud Renewal Access - Term indicated in years - Renewable on or before expiration

Special Notes

Radar Sign: 21363240,19030098, 22043295 ,20353006,20353014 effective **December 1st, 2026 - December 1st, 2027.**

Quote Line Items – All Prices shown are in $USD

Product	Product Code	Quantity	Sales Price	Total Price
Cloud Access-Radar Signs-LVL2-1Y-Renewal	WD-RFS-L2-1Y-R	5.00000	$450.00	$2,250.00

Totals

Subtotal	$2,250.00
Discount	
Freight	
Sales Tax (if applicable)	$0.00
Grand Total	**$2,250.00**

Terms: 1% - 10 days – Net 30
We also accept: MC - VISA – AMEX – Credit card payments over $10K will include an additional 2% convenience fee.

IF TAX EXEMPT: Please Provide Tax Exempt Certificate with Order

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PO BOX 737296
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Quote Number QUO-57886-Q2N0W7
Created Date 8/31/2026
Expiration Date 11/30/2026

Quote Acceptance Information

Signature _____

Name Lindsay K. Drew

Title School Board President

Date November 2, 2026

Thank you for choosing Traffic Logix. Please sign and return to:

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All-in!

NEWSLETTER



caiu
Capital Area Intermediate Unit

Executive Director's Report
October 2026

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CAIU Executive Team

Dr. Andria Saia
Executive Director

Dr. Kevin Roberts
Assistant Executive Director

Deana Raymer
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:** Permission to Play: Why Halloween is for Grown-Ups, Too

4 National Disability Employment Awareness Month: Preparing for Life After High School

5 The Future of Technology Starts With Trust

6-7 **Noteworthy:** Celebrating Paraeducators: An Essential Part of the Education Team

8 Situational Awareness Spotlight: Autumn Weather Safety

9 Mission Moments: Be the Bridge; Out of the Darkness Walk

Additional Updates for CAIU Staff

10 Trainings & Events; Service Projects; Refer a Friend

11 New Hires; Compliment Corner



On the Cover: *Be the Bridge program visiting Wales. Read more on pg. 9.*

CAIU's Organizational Goals

- *Contiuously Improve*
- *Become an Employer of Choice*
- *Strengthen Workplace Well-Being*

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, October 23

All-in! NEWSLETTER

Executive Director Report
All-In! Newsletter
October 2026
2026-2027, Issue 4

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caiu Capital Area Intermediate Unit

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55 Miller Street
Enola, PA 17025
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Please like us on social media!

From the Executive Director's Desk

Permission to Play

Why Halloween is for Grown-Ups, Too

Somewhere between our first job and our first mortgage, most of us quietly stopped playing. We traded tag for to-do lists and dress-up for dress codes. But here's the good news: play isn't just for kids, and October hands us the perfect excuse to bring it back.

Halloween is the one time of year when a grown professional can show up to work as a taco, carve a lopsided pumpkin with total seriousness, or debate the merits of candy corn without anyone questioning their judgment. (Well, maybe the candy corn part.) It turns out that kind of silliness is good for us. Adults who make time to play experience lower stress, greater emotional resilience, and better mental well-being.

Why Play Matters:

- *It melts stress.* Play triggers the release of endorphins and lowers cortisol, the body's main stress hormone. That helps us recover from the tension and burnout that builds up over a busy fall. Think of it as a reset button you press with a smile.
- *It keeps the brain nimble.* Puzzles, strategy games, and creative projects stretch our cognitive flexibility and problem-solving skills. Figuring out how to turn a cardboard box into a passable robot costume is, technically, professional development.
- *It builds real connection.* Sharing a laugh with colleagues, friends, or family creates authentic bonds and deepens empathy. Teams that play together tend to trust each other more, and nothing breaks the ice like a coworker dressed as a giant banana.
- *It frees us from productivity.* Our days are full of goals, deadlines, and outcomes. Purposeless fun gives the brain a much-needed break from all that pressure. No metrics, no deliverables, no rubric. Just joy.

How to Play this Halloween

You don't need a playground pass to get started. Here are a few seasonal ways to work a little fun into your October:

- Get creative, not perfect. Carve or paint a pumpkin, sketch a spooky scene, or craft a costume from whatever's in the closet. The goal is the making, not the masterpiece. A wonky jack-o'-lantern has more personality anyway.
- Game on. Host a Halloween trivia night, break out a board game, try a mystery-themed puzzle, or organize a costume contest with categories like "Most Creative Use of Office Supplies."
- Move for the joy of it. Put on the "Monster Mash" and dance in the kitchen, take a crisp autumn walk through the leaves, or wander a corn maze with friends. Getting a little lost is half the fun.
- Lean into whimsy. Tell a (not too) scary story, swap your best Halloween puns, or plant some fall bulbs just to see what pops up in spring. Joking around counts as play, too.

Consider this your signed note from the office: you are hereby excused to play. This month, pick one playful thing to try, whether it's a costume, a game, or a goofy pumpkin. Invite a colleague or two along. The work will still be there tomorrow, and you'll come back to it a little lighter, a little sharper, and maybe with some glitter you can't explain.



Andria L Saia

Dr. Andria Saia,
Executive Director



Preparing for Life After High School

By **Kirsti Porter,** *Transition Coach*

October is National Disability Employment Awareness Month (NDEAM)! This annual recognition celebrates the many contributions people with disabilities make to the American workforce and highlights the importance of creating meaningful opportunities for individuals with disabilities to pursue competitive, integrated employment.

Here at the CAIU, we are preparing our students for life after high school - including entering the workforce - through a variety of work-based learning experiences. Students develop the skills needed to become independent, confident, and well-skilled employees, with the tools and experiences necessary to obtain and maintain employment after graduation or exit from school.

Following comprehensive vocational assessments, students within two years of graduation are provided with individualized job coaching and support, including career exploration, hands-on work experiences, and community integration. Through exposure to a variety of worksites, job responsibilities, and workplace expectations, students connect what they learn in the classroom to the real-world demands of the competitive workforce.

Our Vocational Exploration Station provides students with opportunities to explore hands-on activities representing all 16 career clusters. These experiences allow students to discover their interests, identify their strengths, and begin developing skills that can translate into future employment.

The CAIU also provides three Transition Pathways programs: the **Future Ready Work Immersion Program**, **Project SEARCH** at Hershey Medical Center, and **UPMC Unlocking Potential Work Immersion Program**. In these programs, student interns participate in rotations across various locations and departments based on their previous work experience, interests and vocational assessments. Interns build communication, problem-solving, professional, and job-specific skills while gaining valuable experience in authentic workplace environments.

Many participants leave these programs prepared to pursue competitive employment within their home communities, taking with them not only new skills, but also greater confidence and a clearer vision for their future.

And the impact goes beyond the students themselves. By providing opportunities for individuals with disabilities to become active members of the workforce, we are also helping employers and communities to recognize the skills, talents, perspectives, and contributions that people with disabilities bring to the workplace.

This NDEAM, we celebrate our students, our community partners, our employers, and the many people who make these opportunities possible. Together, we are opening doors, creating opportunities, and #ChangingLives.





The Future of Technology Starts With Trust

By **David Martin,** *Chief Information Officer*

Technology is changing faster than many of us have experienced before. Artificial intelligence is already influencing how we teach, work, communicate, and make decisions. Other emerging technologies, including quantum computing, may bring even greater changes in the years ahead.

The question is no longer whether these technologies will affect education. The question is how we can benefit from them while continuing to protect privacy, maintain security, provide reliable services, and uphold the trust of the people and communities we serve.

As these technologies continue to develop, there is a growing need for an educational Digital Trust Framework. This framework will help schools and educational organizations make thoughtful decisions about how new technologies are evaluated, adopted, secured, and used.

Digital trust simply means having confidence that our technology:

- Protects personal and organizational information
- Works safely and reliably
- Is used responsibly and transparently
- Supports the needs of students, staff, and our communities

Our framework will focus on three connected areas: cybersecurity, responsible artificial intelligence, and preparation for the emerging era of quantum computing.

Cybersecurity: Protecting What Matters Most
Cybersecurity remains the foundation of digital trust. Schools manage large amounts of sensitive information and increasingly rely on technology for nearly every aspect of daily operations. Protecting our systems, data, students, and staff requires strong security practices that continue to evolve as technology and threats change.

Artificial Intelligence: Innovation with Guardrails
Artificial intelligence brings tremendous possibilities for education, but it also raises important questions about privacy, appropriate use, accuracy, transparency, and security. Our goal is not simply to adopt AI tools because they are new or innovative. It is to establish thoughtful guardrails that allow educators and organizations to benefit from AI while responsibly managing its risks.

Quantum Computing: Preparing for What Comes Next
We are also beginning to prepare for the potential impact of quantum computing. Quantum computers operate differently from today's computers and may eventually solve certain complex problems much faster than traditional computers. While widespread use is still developing, quantum computing could have significant implications for research, technology, and cybersecurity. Preparing now can help organizations better understand these changes and avoid having to catch up after they occur.

This work is not about chasing the newest technology. It is about creating a thoughtful framework that allows innovation to move forward while maintaining security, privacy, authenticity, reliability, and public trust.

As this work develops, we will continue engaging educators, technology leaders, partners, and other organizations to shape practical guidance and strategies around these emerging technologies.

Our goal is to build a sustainable approach that helps schools embrace innovation while keeping trust at the center of their technology decisions.

Meeting this challenge requires more than individual organizations working independently. It calls for a collaborative effort connecting schools, intermediate units, technology leaders, and partners to share expertise, strengthen safeguards, and prepare together for what comes next.

Celebrating Paraeducators

An Essential Part of the Education Team

By **Dr. Ami Healy,** *Training & Consultation Supervisor*

Every day, paraeducators play an essential role in helping students learn, participate, communicate, build independence, and experience success at school. Nowhere is their impact more evident than in special education classrooms, where paraeducators often work alongside teachers and related service providers to deliver individualized supports, reinforce instruction, facilitate communication, support behavior and social-emotional needs, and increase students' access to inclusive learning opportunities.

While their responsibilities may look different from classroom to classroom, one thing remains constant: paraeducators are valued members of the educational team. Providing them with meaningful, relevant professional learning is an investment not only in their growth, but also in the students and educators they support.

That commitment was on full display during the 2026 Paraeducator Conference, held virtually on August 18 through a collaborative partnership among Intermediate Units (IUs) 12, 15, and 17.

More Than 800 Paraeducators Learning Together

More than 800 paraeducators participated in the virtual conference, including approximately 400 attendees from schools within the CAIU region. In fact, five of the top 10 districts for participation were from IU 15!

West Shore School District ranked #1 overall, with more than 70 paraeducators attending, followed by Central Dauphin School District at #2. Derry Township, Cumberland Valley, and Northern York County school districts were also among the top 10 participating districts.

The day included keynote speaker Dr. Stephanie Stollar, author, professor, literacy and MTSS expert, and founder of The Reading Science Academy. In addition, participants had access to more than 60 breakout sessions, many presented by members of the collaborating Intermediate Unit Training and Consultation (TaC) teams.

Sessions addressed topics paraeducators encounter every day, including trauma-informed practices, supporting non-verbal students, assistive technology, artificial intelligence in the classroom, math and literacy instruction, accommodations and modifications, behavior strategies, understanding the role of the paraeducator, and much more.

Many topics included both beginner and advanced sessions, giving participants an opportunity to select learning experiences that best matched their roles, knowledge, and professional learning needs. Sessions were also aligned with Pennsylvania's Core Competencies, supporting special education paraeducators as they work toward meeting qualified-status requirements.

Learning That Can Be Used the Very Next Day

The feedback received following the conference has been overwhelmingly positive. Across the responses, several themes stood out. Paraeducators appreciated learning strategies that were relevant, practical, and immediately usable with students. Presenters were consistently described as knowledgeable, engaging, and well-prepared, while the wide variety of sessions gave participants the flexibility to personalize their learning.

The virtual format was another benefit. Although technology can sometimes create challenges, many participants appreciated the accessibility of attending virtually and the ease of moving between sessions without the time and expense associated with travel. Sessions focused on artificial intelligence generated particular excitement, with participants reporting that they left with new tools and a greater understanding of ways AI could support their work.

Perhaps the most meaningful feedback, however, was not about a particular strategy or session. Many participants shared that the conference made them feel valued, appreciated, and supported as paraeducators. One participant summed up the experience simply: *"This is the best PD I have ever had!"*

Extending the Learning Beyond One Day

The learning did not end when the conference concluded. Presenters prerecorded their sessions, and more than 60 recordings and accompanying resources have been curated for continued professional learning. This provides districts with an opportunity to extend the conference throughout the school year and use the sessions to support ongoing professional development for their paraeducators.

Districts interested in accessing and using the recorded sessions for paraeducator professional learning can contact Dr. Ami Healy (ahealy@caiu.org) at the Capital Area Intermediate Unit for additional information.

Investing in the People Who Support Our Students

Paraeducators are often among the adults who spend the greatest amount of time working directly alongside students who need additional support. They help turn instructional plans into daily practice. They encourage students through challenging tasks, celebrate progress that others may not always see, support communication and independence, and help create classrooms where students can meaningfully participate and belong. That work requires knowledge, skill, collaboration, patience, and continuous learning.

The success of the 2026 Paraeducator Conference demonstrates what can happen when we intentionally invest in the professional growth of paraeducators. More than 800 participants came together for one day with a common purpose: to strengthen their skills so they can better support students.

When we provide paraeducators with high-quality professional learning, meaningful resources, and opportunities to grow, we send an equally important message: ***You are an essential part of the educational team. Your work matters. And the students you support are better because you are there.***

Situational Awareness

As we transition into the autumn season, changing weather conditions introduce unique hazards to both our daily commutes and outdoor operations. Maintaining high situational awareness is critical to preventing accidents and injuries.

Points2Ponder

Roadway & Commuting Hazards

Autumn road conditions can shift rapidly, requiring defensive driving adjustments.

- ***The "Wet Leaf" Hazard:*** *Fallen leaves retain moisture and create a slick surface. Treat leaf-covered roads like ice by increasing your following distance and reducing speed. Leaves can also obscure potholes and pavement markings.*
- ***Sun Glare & Changing Light:*** *With the sun rising and setting during peak rush hour commutes, blinding glare is a major risk. Keep your windshield streak-free and keep sunglasses easily accessible in your vehicle. Turn your headlights on earlier during dawn and dusk to ensure pedestrians can see you.*
- ***School Zones & Heavy Machinery:*** *Watch for school buses, student pedestrians, and slow-moving agricultural equipment. Always yield ample space and never pass a stopped school bus with flashing lights.*
- ***Wildlife Activity:*** *Autumn is breeding season for deer, making them highly active between dusk and dawn. If you see one animal cross, anticipate that more will follow in a group.*
- ***Morning Frost & Fog:*** *Sudden overnight temperature drops can result in localized morning frost on bridges and overpasses. In foggy conditions, slow down and use low-beam headlights exclusively.*

Outdoor Property Maintenance & Ladder Safety

Pre-winter cleanups involve specific physical and situational risks.

- ***Look Up Before Pruning:*** *Before clearing tree limbs, survey the area for overhead power lines. Ensure all ladders and tools remain a safe distance away from electrical hazards.*
- ***Ladder Stability:*** *Always set up ladders on flat, stable ground. Always maintain three points of contact and avoid overreaching. Use a spotter when working at elevated heights.*
- ***Proper Ergonomics:*** *When raking or lifting heavy yard debris, bend at your knees and lift with your legs rather than your back. Avoid twisting your torso while carrying heavy loads.*
- ***Pedestrian Walkways:*** *Routinely clear sidewalks and driveways of fallen leaves. Wet leaves create severe slip-and-fall hazards for employees and visitors.*

Severe Weather & Environmental Preparedness

Fall is a transitional period that can bring volatile weather systems, including strong thunderstorms and high winds.

- ***Know the Alerts:*** *Understand the distinction between National Weather Service (NWS) alerts: a Watch means be prepared; a Warning means take immediate action.*
- ***High Winds & Power Outages:*** *Secure loose outdoor items, trim dead branches near structures, and prepare for potential grid failures. If using a portable generator during an outage, operate it exclusively outdoors at least 20 feet away from windows and doors to prevent carbon monoxide poisoning.*
- ***Flooding ("Turn Around, Don't Drown"):*** *Autumn rainstorms can cause rapid localized flooding. Never walk or drive into flooded roadways.*
- ***Wildfire Awareness:*** *Dry, windy autumn days pose severe fire risks. Monitor local Red Flag Warnings, safely discard smoking materials, and avoid any outdoor sparking activities.*

Workplace & Personal Wellness

- ***Layered Apparel:*** *Autumn temperatures fluctuate wildly between chilly mornings and mild afternoons. Wear adjustable layers and choose sturdy footwear with excellent traction for damp ground conditions.*
- ***Machinery Guardrails:*** *If working around rotating machinery, avoid loose-fitting layers, untucked jackets, or dangling drawstrings that could become entangled.*
- ***Seasonal Flu Immunization:*** *Autumn marks the beginning of the seasonal flu spike. We encourage you to get your autumn flu shots early to protect workplace health.*



Mission Moments

CAIU Mission Moments *are inspirational examples of how our staff are making an impact and defining our mission to provide innovative support and services in partnership with schools, families, and communities to build capacity and model courageous leadership.*







CAIU staff members recently traveled to Wales as part of the Be the Bridge (BRIDGE) program. This program uses international partnership and out-of-context learning to help school leaders broaden perspective, examine systems, generate belonging, and lead meaningful change. Aligned with the CAIU mission to support, strengthen, and advance educational excellence, BRIDGE equips leaders to transform global learning into practical, locally relevant action that strengthens schools and improves outcomes for students and communities. This most recent trip featured students, teachers, school leaders and CAIU staff, and served as a test-run for the full BRIDGE program. The full cohort pilot kicks off mid-October and we are currently registering schools for a full launch in August 2027.

A huge shout out to CAIU staff members who participated as event volunteers at the Harrisburg Out of the Darkness Walk on Saturday, Oct. 3! This day could not happen without the all help from the amazing volunteers. So many saw things that needed to be done, and stepped up to make them happen. Because of their dedication and support, it was a powerful day filled with hope and healing for so many participants.



The CAIU's participation in the Out of the Darkness Walk started 6 years ago. What began as a simple act of kindness evolved into an annual tradition and eventually a meaningful service project! Thank you to everyone for continuing to show up year after year, and for spreading the word about how fun and impactful this service project is!

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:

10/30/2026 - Ethics and School Social Work: Our Shared Responsibility
Audience: Licensed Social Workers, Licensed Professional Counselors, and Marriage and Family Therapists

This training will review the social work code of ethics and how the SSWAA supplemental ethics standards enhance school social work practice by working through case scenarios and utilizing an ethical decision-making model. Participants will also learn about the ethical implications of AI and what that means for our students and how we protect them.

11/2/2027 - CDT Data Analysis Training - Level 1
Audience: K-12 Teachers, Administrators, Coaches, and Specialists

Designed for LEAs who have completed one full CDT or Diagnostic Category (DC) assessment and are ready to dive into their students' results. We will explore Flexible Instruction Reports, Individual Student Reports, and Conferencing Reports. The advantages of student conferencing will also be discussed.

11/4/2026 - Digital Accessibility Workshop: Accessible Doc
Audience: Teachers, Paraprofessionals, Support Staff, Related Service Providers, Administrators, Digital Content Creators

This interactive workshop will focus on creating or modifying digital documents to ensure that they are accessible. Participants will learn the SLIDE acronym for digital accessibility and see practical examples of how to apply digital accessibility best practices to their materials.

11/13/2026 - Using Assessments to Support Math Instruction
Audience: Math Educators, Coaches, Administrators

Join Kevin Mauro, Mathematics Curriculum Advisor for PDE at CAIU, for a one-day workshop exploring assessments to support instruction in math. Participants will examine a variety of assessment types-including formative, summative, diagnostic, and benchmark-to better understand their purpose and impact on instruction.



Opportunities to do good

In line with our mission and values, the CAIU is committed to both staff growth and community service. To support this, the CAIU created a Day of Service and Learning, the Friday before Martin Luther King Jr. Day - Friday, January 15, 2027. Staff are encouraged to give back to the community by leading or participating in a CAIU Service Project anytime outside of the workday to earn the full day off on Friday, January 15! **Click here for CAIU Service Project Process and Forms**.

Upcoming Service Projects *(for CAIU Staff only)*:

- **10/24/2026 - Fall Fest (1:00-4:30pm)**
  (Multiple shifts are available.)
- **10/24/2026 - Trunk or Treat**
- **10/24/2026 - Loving Care Cat Rescue Adoption Event at Ashcombe Farm/Greenhouse**
- **10/24/2026 - Capital Area Therapeutic Riding Association (CATRA)**
- **12/8/2026 - ELECT Holiday Event**
- **12/12/2026 - Volunteer Day at Perry County Animal Rescue**

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
caiu Capital Area Intermediate Unit

Welcome New Hires!

ibelong @caiu



Vanessa Evans
PCA - Susquenita

"I am a thrill seeker. I've been skydiving, cliff jumping, and rock climbing."



Kristin Gardner
LTS School Counselor - St. Theresa's

"I have 3 boys who are actively involved in sports."



David McCluskey
Teacher - LYDC

"I'm an Eagle Scout."



Abagail Moyer
PCA - Middle Paxton

"I'm a big Taylor Swift fan."



Stephanie Newton
PCA - Hill Top

"I have a permanently broken arm that can spin in a circle."



Corey Parsons
Maintenance/Facility Tech.

"I collect Coleman lanterns."



De'ja Speaks
Inclusion Consultant

"I climbed a 180 ft waterfall in Jamaica."



Amy Ungemach-Moore
EPP

"I have 3 kids all hitting milestone birthdays this year (18, 16, and 13)."

YOU'RE *one of* US NOW

Compliment Corner!

At the CAIU we like to brighten someone's day with a compliment. CAIU Compliments is an 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.

EXPERTISE

Beth Ann Connolly, *Reading Specialist/Remedial Math Teacher ANPS*

Beth Ann has been a patient, knowledgeable, approachable, and encouraging mentor throughout my first year with the CAIU. She checks in with me regularly, answers my questions, proactively shares strategies and resources, and helps me stay on track with my required tasks, all while being very supportive. Thank you for being an amazing mentor, Beth Ann!
- Heather Dunlap, Remedial Specialist ANPS

PARTNERSHIP

Erin Minick & Karen Ditzler, *TaC Educational Consultants*

Erin and Karen, thank you for your outstanding work in making the CAIU Math Summit such a success. Your thoughtful collaboration with Amplify and our guest presenters truly exemplified the CAIU value of partnership. Your coordination and commitment made a meaningful impact on everyone involved.
- Dr. Ami Healy, TaC Supervisor

DEDICATION

Natalie Stutzman, *ANPS School Counselor*

Natalie has been such a motivating, positive influence for students and staff at St. Joan of Arc. She has made an effort to get to know every student by inviting groups to have lunch with her, where they play games or discuss fun topics as they eat. She is busy all day, every day, checking in on students, teaching group lessons, reaching out to parents, and connecting with teachers. Frequently, Natalie stays beyond her workday to attend an after-school meeting or work on a special activity for a student. Natalie makes sure teachers are appreciated as well by sending out a funny meme or putting a small token in their mailboxes to let them know she is thinking about them. Natalie deserves to be celebrated. Keep up the great work. I appreciate you!
- Kathleen Beveridge, CAIU Remedial Specialist

CHAMPIONS for Children

Donation Drive

October 19-23



De-cluttering your closet? Clearing out space for your winter wardrobe refresh? We want your lightly used clothing!

CAIU, Enola Office

Drop off at the warehouse

More convenient for you to drop off directly at a Community Aid location?

Mechanicsburg
4833 Carlisle Pike
Mechanicsburg, PA 17050

Harrisburg
4405 Lewis Road
Harrisburg, PA 17111

York
2001 Springwood Road
York, PA 17403

Write code 10213 on at least one of your bags/boxes

If dropping off at Community Aid location, your donation can include all eligible items. Learn more here.

CAIU BOARD HIGHLIGHTS

*The following actions were taken at the **October 22, 2026** meeting, held in the Board Room of the Capital Area Intermediate Unit.*

Click *HERE* for the 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*

WORK SESSION ITEMS

- **Board Presentation** – ***CAIU Spaces: Buying, Leasing and Partnering*** – Daren Moran provided a presentation on *CAIU Spaces: Buying, Leasing and Partnering*. He provided some background and historical information along with an overview of the current CAIU facilities owned and leased and classroom locations.
- **CAIU October 2026 Retiree** - The CAIU Board of Directors recognized CAIU October 2026 Retiree: **Michelle Straw**, Service Coordinator, retirement with 23 years of dedicated service to the CAIU.
- **CAIU Fire Suppression Project Update -** Dr. Kevin Roberts provided a status of the project and what to expect over the coming weeks.
- **Education Law Breakfast Invite – Tuesday, November 17, 2026 –** David Walker, CAIU Solicitor, invited the Board to attend this upcoming complimentary session that will highlight Act 20 policy implications, recent cyber charter legislation, and the student disciplinary process. Registration Deadline is November 5.
- **Sharing of Information.**
    - Rick Rovegno shared that South Middletown School District recently met with Shippensburg University school education department to include AI in their teacher preparation program.

- Dr. Brian Allen, Cumberland Valley SD, shared that both the bill passed the State Senate and the State House, and is headed to Governor Shapiro, who has pledged to sign it. The mandatory phone-free rules take effect beginning with the **2**027–2028 school year. Cumberland Valley has already implemented a ban along with several other local districts. The response has been positive with very few issues.

APPROVED ACTION ITEMS

- **Approval of Board Meeting Minutes – September 24, 2026**
- **Treasurer's Report**
  - Treasurer's Report for September 2026 – a total of $21,910,205.36 in receipts and $18,283,125.81 in expenses
  - Payment of Bills - September 2026
  - Summary of Operations for September 2026 showing revenues of $32,343,923.39 and $25,816,096.62 in expenses
- **Budget Administration Items**
  - The following **Proposed 2026-27 Original Budgets**:
    - 2026-27 Original Budget - Non-Public Auxiliary Programs
    - 2026-27 Original Budget - Non-Public PD, Student Support, Academic Enrichment (SSAE)
    - 2026-27 Original Budget - Master's SLP Pathologist Extern Grant
- **Other Business Items**
  - Contracts – October 2026
  - Board Member Resignation - Acceptance of the resignation of **Sidney Gray**, Millersburg Area School District, from the CAIU Board of Directors, effective October 1, 2026.
- **Proposed Revised Policies – First Reading**
  - Revised Policy #235.1 – Surveys
  - Revised Policy #236.1 – Threat Assessment
  - Revised Policy #254 - Educational Opportunity for Military Children
- **Personnel Items**
  - **Personnel Report and Addendum** - See attached Personnel report.

EXECUTIVE DIRECTOR'S REPORT

- **Click this link to read the All-In October 2026**
  - Dr. Andria Saia reported that the *All-in! Newsletter* was available for the Board's review**.** Dr. Saia highlighted the Be the Bridge (BRIDGE) program where CAIU staff members recently traveled to Wales along with students and staff from Mechanicsburg SD. This program uses international partnership and out-of-context learning to help school leaders broaden perspective, examine systems, generate belonging, and lead meaningful change. This most recent trip featured students, teachers, school leaders and CAIU staff, and served as a test-run for the full BRIDGE program. The full cohort pilot kicked off mid-October and we are currently registering schools for a full launch in August 2027.
  - **CAIU Fall Fest** – Join us on Saturday, Oct. 24 from 11am–3pm for the CAIU's annual Fall Fest. This is a FREE community event.
  - **Champions for Children Clothing Drive** is happing this week – drop off locations at CAIU Enola Warehouse or at a local Community Aid.

CAIU BOARD MEETINGS UPCOMING:

- **Thursday, November 19, 2026, 8:00 a.m., Board Room – CAIU Regular Board Meeting. Please note** - this is the 3rd Thursday due to the holiday.
- A 26-27 Board Meeting Dates and Upcoming CAIU Events calendar was shared with the Board Members.
  - November 16 - 20, 2026 - American Ed Week
  - Wednesday, November 18, 2026 - Hill Top Turkey Day

2026-2027 Board Meeting Dates - 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.

~~July 23, 2026~~ – REGULAR MEETING CANCELLED
August 27, 2026
September 24, 2026
October 22, 2026
November 19, 2026
December 17, 2026

January 28, 2027
February 25, 2027
March 25, 2027
April 22, 2027
May 27, 2027
June 24, 2027 *Reorganization Meeting*

October 22, 2026, APPROVED PERSONNEL ITEMS:

RESIGNATIONS

- **SARAH FULLEM,** Part-time Speech and Language Pathologist, Early Intervention Program, effective December 18, 2026. Reason: Personal.
- **BRADLY GILMORE,** Teacher, Emotional Support Program, effective October 30, 2026. Reason: Personal.
- **MATTHEW KENNEDY**, Custodian, Administrative Team - Operations, effective September 23, 2026. Reason: Personal.
- **AYVA LACOCO,** Personal Care Assistant, Capital Area Mental-health Program, effective October 23, 2026. Reason: Employee accepted a position with the YWCA.
- **ERIN MILLER**, Occupational Therapist, OT/PT Program, effective October 7, 2026. Reason: Personal.
- **MICHELE PAINTER,** Teacher, Loysville Youth Development Center, effective June 9, 2027. Reason: Retirement after 14 years of continuous CAIU service.
- **SHAWN STEBLETON,** Personal Care Assistant, Emotional Support Program, effective October 23, 2026. Reason: Personal.

RECOMMENDED FOR EMPLOYMENT OR CONTRACT:

- **ABIGAIL GROVE,** Paraeducator, effective October 29, 2026. Assignment: Educational Paraprofessional, Autism Support Program with base salary of Tier 1, $28,880 for 190 days of service and will be prorated for a total of 137 days with additional new hire days as required. This is a replacement position funded through the Autism Support budget.
- **LACIELYNN REIGHARD,** Paraeducator, effective date to be determined. Assignment: Communication Facilitator, Deaf and Hard of Hearing Program with base salary of Tier 2, $31,160 + $2,950 annual stipend for 190 days of service with additional new hire days as required. This is a replacement position funded through the Deaf and Hard of Hearing budget.
- **DESTYNE (DECLAN) WALSH,** Paraeducator, effective October 29, 2026. Assignment: Educational Paraprofessional, Multiple Disabilities Support Program with base salary of Tier 2, $31,160 for 190 days of service and will be prorated for a total of 138 days with additional new hire days as required. This is a replacement position funded through the Multiple Disabilities Support budget.

CHANGE OF STATUS:

- **TRISTA LEWIS,** Speech and Language Pathologist, Early Intervention Program, change from full-time to part-time status, effective January 5, 2027.
- **BRYNNE O'CONNOR**, from Job Coach in the Transition Program to Educational Paraprofessional in the Autism Program, effective September 30, 2026. Change of status results in employee no longer receiving annual $2,950 stipend and will be prorated for a total of 162 days in the current school year.
- **TORI PARKS**, from Digital Marketing Designer to Creative Services Specialist on the Administrative Team - Communications, effective September 24, 2026. Change of status results in a change of salary to $70,400 and will be prorated for a total of 199 days in the current school year.



CAIU Spaces: Buying, Leasing and Partnering

Context: PA School Code

Pennsylvania Statutes Title 24 P.S. Education § 9-914-A. Powers and duties of the intermediate unit board of directors

An intermediate unit board of directors shall have the power and its duty shall be: . . .

(11) To lease land and buildings and to own office space and warehouse facilities.

Facility Portfolio

- 1 owned facility (Enola)
- 2 leased facilities (Hill Top Academy and The Early Learning Center)
- 17 school age classrooms in member district buildings
- 21 preschool classrooms location in member districts and other local entities
- Partner locations like: Fort Indiantown Gap, Loysville Youth Development Center & Diakon Wilderness Center, libraries, churches
- MANY MANY MANY other locations in our four county area
    - Non public locations
    - In home services

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Administrative Space: Enola Facility

- Primarily administrative space (90,000 sq. ft)
- Built in 1989-90 in partnership with the member districts
- Expenses to operate the building are charged to the General Operating budget and then allocated out to the programs that occupy the space based on a square foot charge
- Major updates:
  - Metal roof was installed in 07-08
  - Additional maintenance garage was built in 07-08 to store gas powered equipment
  - In 2008 the parking lot was expanded to accommodate growing professional development model
  - HVAC was last updated in 2014 (keep on the radar)
  - In 21-23 - major renovations were done to the main lobby and conference rooms
  - Current project is fire suppression

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Leased: Hill Top Academy

- Lease agreement with 405 Limited Partnership
- Custom built around 2008 for specific use by the CAIU
- Approximately 40,000 square feet
- Original 20 year lease was signed and then extended for 3 years when building renovations were completed
- Current lease payment is $18.00 / ft or $703,260 / year
- All costs associated with the operations of Hill Top are charged to a facility budget in Student Services and then charged through a per pupil allocation for all students attending school age program
- The details of the lease determine responsibilities for upgrades, snow removal, etc.
- Safety and Security are part of the IU responsibility

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Leased: The Early Learning Center

- Lease agreement with West Shore School District (Lower Allen Elementary)
- CAIU - renovated and upgraded building to meet our needs
- Approximately 30,000 square feet
- 10 year lease was signed in 2021
- Current lease payment is $70,000 / year
- All costs associated with the operations of The Early Learning Center are charged directly to the Early Intervention program budget
- Sublease agreement with Capital Area Head Start
- The details of the lease determine responsibilities for upgrades, snow removal, etc.
- Safety and Security are part of the IU responsibility

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Partnering: School Age District Space

- 17 current classroom facility agreements
- Best for students, least restrictive environment
- Classrooms are typically located in a school building operated by a member district
- Regional special education plan suggests spaces district should provide by consortia

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Partnering: Early Intervention Space

- 21 facility agreements
- $3,500 paid for each classroom space

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Future Opportunities

- Currently in discussion about partnering with another school district about space

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Summary

- Owning space best for controlling space and costs
- Leasing could be beneficial based on the details of the lease
- Partnering is best financially, but not from lense of control of program
- Partner space in schools is the ideal, maximizing fiscal stewardship and best for students
- Partnership with local school districts to rent out entire buildings
- Corporate lease structure is not ideal for costs or the students

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FALL FEST

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Get ready for a blast at Fall Fest, where ***FUN*** meets ***FREE***! Kids can dive into a world of exciting activities. From games to crafts, there's something for every little pumpkin! So grab your family and join us for a day filled with laughter and joy—because who doesn't love a little fun without the price tag? Don't miss out!






- Vendors
- Scavenger Hunt
- Trunk-or-Treat
- Food Trucks
- Inflatables
- And More!

LEARN MORE

bit.ly/3ZZOwjC

24
October
11am-3pm

Capital Area Intermediate Unit

55 Miller Street
Enola, PA 17025