

April 15, 2015

Dear Timothy Glasspool:

Enclosed are two Adelphoi Education, Inc. agreements between Plum Borough School District and Adelphoi Education, Inc. for the 2015-2016 school year.

In response to requests by many district administrators, I have simplified the contract. Instead of multiple contracts for each program at a school there is only one contract per school.

Our school solicitor worked on creating one contract that would be all inclusive for the various programs we offer at our schools. Programs offered at the school are listed in the contract, the costs for the programs are listed in Exhibit A. If your district guaranteed seats the number of seats and cost will be listed in Exhibit A.

If you did not guarantee seats, the contract will only become active when a student is enrolled in one of the Adelphoi programs. There is no commitment to enroll students in any of the programs, it is better to have the agreement in place rather than wait for board approval after a need is determined.

Please return one fully executed signed document to the Adelphoi address below and keep one for your files.

Please feel free to contact me at 724 804-7015.

Thank you for using our services.

Sincerely,



Rebecca Costello, Ed.D.
President
Adelphoi Education, Inc.
1119 Village Way
Latrobe, PA 15650



AGREEMENT

THIS AGREEMENT, made and entered into this 1st day of July, 2015, by and between **ADELPHOI EDUCATION, INC.**, having a principal place of operations located at 1119 Village Way, Latrobe, Pennsylvania, 15650 (hereinafter referred to as "AEI")

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The Plum Borough School District, (hereinafter referred to as the "School Entity") enter into this Agreement as follows:

WITNESSETH

WHEREAS, AEI provides alternative education services for disruptive youth; operates an approved private academic school program and special education program for students, and also operates a partial hospitalization program; and

WHEREAS, SCHOOL ENTITY and AEI have entered into a contractual arrangement, as further described herein, wherein AEI will provide certain educational services on behalf of SCHOOL ENTITY.

NOW THEREFORE, in accordance with the aforesaid recitals, AEI and SCHOOL ENTITY, intending to be legally bound, hereby agree as follows:

1. **DEFINITIONS.** The following definitions apply regarding the text of this Agreement:

- a. **TERM.** For purposes of this Agreement, "Term" shall be defined as the 2015-2016 school year.
- b. **"PROGRAM".** For purposes of this Agreement, "Program" shall be defined as the educational services provided by AEI which shall consist of alternative education services for disruptive youth, and/or private academic school program and special education program and/or the partial hospitalization program.
- c. **"PUBLIC SCHOOL".** For purposes of this Agreement, "Public School" shall collectively be defined as all schools of the SCHOOL ENTITY, acting by and through their authorized employees, agents and representatives;
- d. **"STUDENT".** For purposes of this Agreement, "Student" shall be defined as a male or female in elementary, middle school, high school, or an area-vocational school (in grades 1-12) at SCHOOL ENTITY.

2. **PROGRAMS / COSTS / COMMITTED SEATS:** SCHOOL ENTITY shall receive the following services from AEI. The cost of such services is attached hereto as Exhibit "A".

- ALTERNATIVE EDUCATION SERVICES FOR DISRUPTIVE YOUTH WHICH INCLUDES YES (CREDIT RECOVERY)
- PRIVATE ACADEMIC SCHOOL PROGRAM

3. **STUDENT ABSENCES:** Authorized student absences, trancies, and unexcused absences lasting ten (10) days or less will be invoiced in accordance with the standard charge. Absences lasting beyond the ten (10) day limit will be invoiced in accordance with the wishes of the SCHOOL ENTITY. AEI will contact the SCHOOL ENTITY before the end of the ten (10) day period to determine the course of action. AEI services beyond ten (10) days will NOT continue unless the SCHOOL ENTITY is willing to guarantee payment for all days missed by the student up to the time of the student's return or appropriate withdrawal from AEI.

4. **TERM.** This Agreement shall be for the duration of the current school year.

5. **COMPLIANCE – STATUTES, REGULATIONS AND GUIDELINES:** During the entire term of this Agreement, AEI and SCHOOL ENTITY warrant to each other that they shall both be and remain in compliance with all applicable statutes, regulations and Department of Education Guidelines or any other requirements issued by the Commonwealth of Pennsylvania, Department of Education, or any other applicable statute or ordinance regarding all aspects of the educational programs referenced herein.

6. **FACILITIES / ENVIRONMENTAL HEALTH AND SAFETY:**

- a. AEI warrants that its educational facilities conforms to all applicable state and local statutes, regulations and building and safety code requirements, in addition to fire and panic requirements of the Commonwealth of Pennsylvania and the County within which the facility is located, and that said facility has been approved by the Licensing and Inspection Bureau of the County, and that a valid Certificate of Occupancy has been issued by said Department of Labor and Industry and is on display at each facility.
- b. AEI shall provide to SCHOOL ENTITY upon written request, any original licenses for review.
- c. AEI warrants that its educational facility currently complies with all physical welfare and safety statutes, regulations, ordinances or mandates prescribed or issued by any applicable governmental authority, and that said facility shall be and remain in compliance with all such physical welfare and safety statutes, regulations, ordinances or mandates during the entire term of this Agreement.
- d. AEI warrants that its educational facility meets all state and local statutes regarding environmental health and safety and that artificial lighting facilities, heating facilities, ventilation and cleanliness standards are being provided in concert with the Pennsylvania School Code.
- e. AEI has written procedures on file for student and parental/guardian concerns and that complaints are referred to the public school immediately.

7. **SCHOOL FOOD SERVICE:** AEI shall provide all food service via contracted services (through student payment sources) and shall meet all state and local statutes regarding food safety, inspections, and sanitation.

8. **STAFFING:**

- a. AEI warrants that all members of its staff are of good moral character and are at least 21 years of age, that they have been examined by a physician, have had tuberculosis testing, and that each member of the staff has a certificate from a physician on file verifying the examination and results of said examination in accordance with the aforesaid representation.
- b. AEI warrants that all employees and members of its staff are citizens of the United States of America.

- c. AEI warrants that all employees and members of its staff have applied for and received all applicable and appropriate clearance and background information checks, including Federal Fingerprinting Requirements, Criminal History Records as required by 24 P.S. 1-111 and Pennsylvania Child Abuse History Clearances as required by 23 P.S. 6354, and that all records received show no evidence of a criminal background or a background of child abuse.
- d. AEI warrants to the School Entity that all of AEI's employees and staff members currently possess and will continue to maintain and possess all certifications and/or licenses required by the Commonwealth of Pennsylvania to perform the duties as required of them under this Agreement.

9. **STUDENT ATTENDANCE:**

- a. SCHOOL ENTITY warrants that it shall maintain records of student attendance. The specific method for maintaining attendance records shall be by daily physical check of each student through AEI's administrative and teaching staff. Documentation of said daily physical check in a written attendance log shall be kept on file at AEI, with daily contact to each parent or guardian of said student if said student is not present when school is in session.
- b. AEI will provide for 180 days of education. Make-up dates will be provided by AEI due to inclement weather and emergencies.

10. **STUDENT AND PROGRAM RECORDS:**

- a. AEI warrants that during the entire term of this Agreement, SCHOOL ENTITY shall receive quarterly written progress reports for each SCHOOL ENTITY student. The written progress reports shall include subject and credit information, progress grade information, attendance information, discipline records, student health, teacher and staff comments regarding said student's educational progress, and any applicable staff comments regarding the student's behavior, conduct or other pertinent issue regarding or related, in any way, with the education of said student. Written progress reports may be sent by AEI to the SCHOOL ENTITY more often than quarterly if requested by SCHOOL ENTITY.
- b. AEI and SCHOOL ENTITY, their agents and employee shall perform their respective duties to ensure that records, names and identities, shall remain confidential as required for fulfillment of the terms of this Agreement.

11. **TRANSPORTATION:** SCHOOL ENTITY will be responsible for transportation of its students to AEI.

12. **REQUIREMENTS UNDER SAFE SCHOOLS:** AEI warrants that its educational programs comply with all provisions of Article XIII-A of the School Code as follows:
- a. All new incidents involving acts of violence, possession of a weapon or possession, use or sale of controlled substances, or possession, use or sale of alcohol or tobacco by any person on school property shall be addressed by AEI's administrative staff immediately. The student's parents and/or guardians shall be immediately notified and consulted, appropriate disciplinary action shall be taken by AEI's administrative staff and the SCHOOL ENTITY, and a written report shall be completed by AEI. Administrative staff shall set for the name of the student and all pertinent information regarding the incident. A copy of said report shall be placed into the student's file and turned into the Department of Education.
 - b. All new incidents involving acts of violence, possession of a weapon and convictions or adjudication of delinquency for acts committed at the AEI educational facility, shall be processed and handled in compliance with 24 P.S. 13-1307-A.
 - c. AEI shall follow the SCHOOL ENTITY's Policy with regard to all arrangements with local law enforcement when an incident involving an act of violence occurs, at or near the AEI educational facility.

13. **SCHOOL HEALTH SERVICES:** Student Health Services will be provided jointly by the SCHOOL ENTITY and AEI. AEI employs a Registered Nurse that is available for consultation with students and staff, and provides medication administration training and supervision. Health & Immunization Records and proof of physical examination are to be on file with SCHOOL ENTITY by the date of admission. Additional health services as required by the PA School Code will be jointly shared.

14. **ACADEMIC STANDARDS AND ASSESSMENTS:** AEI warrants that it complies in full with the academic standards and assessment under Chapter 4 of the State Board of Education Regulations and the academic standards for Reading, Writing, Speaking and Listening, and Mathematics as adopted by the State Board of Education.

15. **SPECIAL EDUCATION SERVICES AND PROGRAMS:** AEI and the SCHOOL ENTITY will collaborate in the development of an individualized instruction program for all students and the implementation of special education services for students identified. Special Education Services and provisions required under Chapter 14 of State Board of Education regulations will be strictly followed, including without limitations: (a) a consultation with the student, parents/guardian will occur securing the student, parents/guardians written approval to enroll the student in the program (34 CFR 300.345(c)); (b) the student's IEP will be updated to reflect the decision to enroll the student in the program and the referring district will also update the Evaluation Report prior to admission (34 CFR 300.343); (c) Any services that are not provided by AEI or cannot be provided by AEI during the period of enrollment will be the responsibility of the SCHOOL ENTITY and the student shall be considered as a "dual enrollment" under applicable law; (d) if a student is enrolled and it is later determined that the student should be evaluated under

applicable Special Education provisions, including the IDEA “Child Find” provisions and related reporting (34 CFR 300.125), it shall be the responsibility of the SCHOOL ENTITY to conduct the evaluation. AEI shall cooperate and collaborate with the SCHOOL ENTITY to conduct the evaluation. The referring district agrees to fully comply with the applicable law regarding the identification and evaluation of said student for Special Education Services; (e) once a Special Education Student is enrolled, AEI will insure that the student’s IEP is updated by the referring district prior to enrollment and once the IEP is received, both parties will insure that all provisions of the IEP are implemented during the education of the student through the use of a Certified Special Education Teacher, or a designee from the referring public school, who will monitor special education provisions, and ongoing communication with the student, parents/guardians, relevant teaching staff and administration. AEI agrees to update the student IEP annually via a conference with student, parents/guardians, and a designated referring special education representative in accordance with applicable law.

16. **PERIODIC REVIEW OF STUDENTS:** The SCHOOL ENTITY and AEI shall together ensure that a review committee reviews each student for potential return to the SCHOOL ENTITY, at a minimum, at the end of every semester.

17. **ANNUAL REPORT:** AEI shall submit timely End-of-Year Reports to the Department of Education as required on an annual basis.

18. **HOLD HARMLESS/INDEMNIFICATION:** AEI and the SCHOOL ENTITY agree to hold each other harmless and indemnify each other from all claims, causes of actions, or litigation, including expenses costs and attorney’s fees, said indemnification including without limitation the AEI Board of Directors, Officer, Shareholders and SCHOOL ENTITY Administrators, Board Members, as follows: (a) to the extent that any claim is asserted regarding the compliance or failure to comply with the IDEA or other applicable Special Education requirement, or to the extent that the SCHOOL ENTITY fails to fulfill any term, covenant or condition of this Agreement, SCHOOL ENTITY agrees to hold AEI harmless and indemnify said approved private provider regarding any claims related to the same, including all costs and attorney fees; (b) to the extent that any claim of negligence is asserted by a third party regarding AEI’s failure to comply with applicable State statutes or regulations and fails to fulfill any term, covenant or condition of this Agreement, causing the SCHOOL ENTITY to be a Defendant in litigation by a third party, AEI agrees to hold the SCHOOL ENTITY harmless and indemnify the SCHOOL ENTITY including costs and attorney fees.

19. **INSURANCE:** AEI will carry liability insurance for its employees and its educational programs in the amount of three million (\$3,000,000) dollars for general liability with an additional excess umbrella coverage of seven million (\$7,000,000) dollars. A copy of the liability coverage is available to the SCHOOL ENTITY upon request and is on file in the Kral Administration Office at 1119 Village Way, Latrobe, PA.

20. **INSOLVENCY OF PUBLIC SCHOOL:** If the SCHOOL ENTITY is or becomes insolvent, is declared a Distressed District under applicable Pennsylvania law, or is unable to pay any amounts due hereunder as said payments become due, then this contract shall automatically terminate upon the election of AEI and all payments for services rendered as

required hereunder shall become automatically due and payable to AEI within ten (10) days. If said payment is not received, all SCHOOL ENTITY students and related records shall not be entitled to continue to be educated at AEI and said records shall be forwarded by AEI. If said payment is received, the educated SCHOOL ENTITY students shall be entitled to remain for the remainder of the applicable Term.

21. **TERMINATION – SCHOOL ENTITY:** AEI agrees that the SCHOOL ENTITY retains the right to terminate or not to renew this Agreement, after written notice of default and a thirty (30) day opportunity to cure said default by AEI.

22. **TERMINATION – AEI:** AEI retains the right to terminate or not to renew this Agreement, after written notice of default and a thirty (30) day opportunity to cure said default by SCHOOL ENTITY for any of the following reasons:

- a. One or more material violations of this Agreement;
- b. Failure to timely comply with AEI's requests for information regarding any students, or failure to cooperate with AEI staff regarding any procedures set forth herein;
- c. Failure to make any payment required hereunder or pay any AEI invoice when due;
- d. Violation of any provision of the Pennsylvania School Code;
- e. Violation of any provisions of state or federal law.

23. **ASSIGNMENT:** AEI agrees that this Agreement may not be assigned or transferred by AEI or SCHOOL ENTITY and that this Agreement shall be binding upon and inure to the benefit of the successors and assigns of the SCHOOL ENTITY.

24. **SEPARABILITY:** AEI agrees that in the event that any provision of this Agreement shall or become invalid or unenforceable in whole or in part for any reason whatsoever, the remaining provisions shall, nevertheless, be valid and binding as if such invalid or unenforceable provision had not been contained in this Agreement.

25. **JURISDICTION AND VENUE:** This Agreement has been made in the Commonwealth of Pennsylvania and shall be interpreted and enforced under the laws of the Commonwealth of Pennsylvania. All legal action related to this Agreement shall be commenced in the Court of Common Pleas of the county in which the school district is located.

26. **MISCELLANEOUS:** This Agreement may be executed in counterparts. Facsimile copies of signatures shall serve as acceptable substitutes for original signatures, and shall be legally binding. By executing this Agreement, each party hereto ratifies that all necessary Board action has been approved and obtained prior to the execution hereof and each party shall be entitled to rely upon the compliance with said rules, regulations and statutes. All notices required

under this Agreement shall be delivered via certified mail, return receipt requested or Federal Express delivery service to the following parties at the addressees set forth below:

Adelphoi Education, Inc.
1119 Village Way
Latrobe, PA 15650

Plum Borough School District
900 Elicker Road
Plum, PA 15239

27. **ENTIRE AGREEMENT:** This Agreement contains the entire understanding among the parties hereto with respect to the subject matter hereof, and supersedes all prior and contemporaneous agreements and understandings, inducements or conditions, express or implied, oral or written, except as herein contained. The express terms hereof control and supersede any course of performance and/or usage of the trade inconsistent with any of the terms hereof. This Agreement may not be modified or amended other than by an agreement in writing, duly signed by all parties. No delay or forbearance by AEI in exercising any right or remedy hereunder or in undertaking or performing any act or matter which is not expressly required to be undertaken by AEI shall be construed, respectively, to be a waiver of AEI's rights or to represent any agreement by AEI to undertake or perform such act or matter thereafter.

28. **NONDISCRIMINATION:** AEI agrees that it will abide by all federal and state laws prohibiting discrimination in admissions, employment and operation on the basis of disability, race, creed, gender, national origin, religion, ancestry, or need for special education services.

Plum Borough School District

BY: _____
Superintendent

Date

Adelphoi Education, Inc.

BY: Rebecca Costello
Rebecca Costello, Ed.D. President

4-15-15
Date

EXHIBIT "A"

Adelphoi Education Inc. Tuition Schedule July 1, 2015 - June 30, 2016

AEI shall invoice SCHOOL ENTITY on a monthly basis for the student's per diem cost. District agrees to issue payment for all appropriate costs within thirty (30) days following each invoice date during the term of this Agreement.

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| Alternative Education – Regular | \$77.18 |
| Alternative Education – Special | \$84.98 |
| | |
| Your Education Success (YES) – Regular | \$77.18 |
| Your Education Success (YES) – Special | \$84.98 |
| | |
| Private Academic School – Regular | \$164.98 |
| Private Academic School – Special | \$164.98 |