



Kenton County School District | It's about ALL kids.

## Issue Paper

**DATE:**

01/23/2023

**AGENDA ITEM (ACTION ITEM):**

Consider/Approve Approve Hinsdale's contract with School Datebooks to purchase student planners for the 2023-2024 school year.

**APPLICABLE BOARD POLICY:**

01.1 Legal Status of the board

**HISTORY/BACKGROUND:**

School Datebooks offers customized student planners. Hinsdale's K-5th grade teachers prefer to use a paper planner to help students become responsible by writing down their assignments. It is also a valuable tool for parent/teacher communication. Hinsdale would like to purchase a planner for each student in kindergarten through fifth grade. School Datebooks asks for a signed one-year contract to purchase planners for next year.

**FISCAL/BUDGETARY IMPACT:**


7000 budget for a total of \$1,210.95

**RECOMMENDATION:**

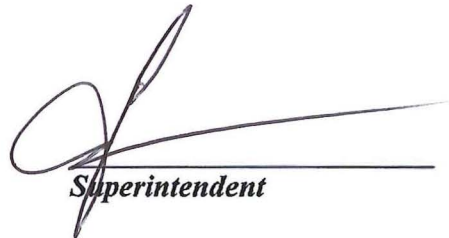
Approval Approve Hinsdale's contract with School Datebooks to purchase student planners for the 2023-2024 school year.

**CONTACT PERSON:**

Mr. Josh Feldmann, Principal

  
Principal/Administrator

  
District Administrator

  
Superintendent

Use this form to submit your request to the Superintendent for items to be added to the Board Meeting Agenda.  
Principal—complete, print, sign and send to your Director. Director—if approved, sign and put in the Superintendent's mailbox.



# 2023 Engage 8.5x11 Contract

Order online @ [schooldatebooks.com](http://schooldatebooks.com)

2880 Old U.S. Hwy. 231 S.  
Lafayette, IN 47909-2414  
Phone: (800) 705-7526  
Fax: (765) 471-8874

**School**  
R C Hinsdale Elementary School  
440 Dudley Pike  
Edgewood, KY 41017

**Administrator**  
Mr. Josh Feldmann, Principal  
Phone: (859) 341-8226  
Fax: (859) 341-0759  
Email: [joshua.feldmann@kenton.kyschools.us](mailto:joshua.feldmann@kenton.kyschools.us)

**Contact**  
Ms. Andi Tekulve, Financial Secretary  
Phone: (859) 341-8226  
Cell/Summer Number:  
Email: [Andrea.Tekulve@kenton.kyschools.us](mailto:Andrea.Tekulve@kenton.kyschools.us)

**Date:** 1/20/2023  
**Sales Rep:** Damiana Crouch  
[dcrouch@schooldatebooks.com](mailto:dcrouch@schooldatebooks.com)  
**CSR:** Jill Sarjent  
[jillsarjent@schooldatebooks.com](mailto:jillsarjent@schooldatebooks.com)

## Billing and Shipping

**Bill To** PO#:  
Kenton County Schools  
Attn Accounts Payable  
1055 Eaton Dr  
Fort Wright, Kentucky 41017  
United States  
Email: [Andrea.Tekulve@kenton.kyschools.us](mailto:Andrea.Tekulve@kenton.kyschools.us)

**Ship To** R C Hinsdale Elementary School  
Ms. Andrea Tekulve  
440 Dudley Pike  
Edgewood, Kentucky 41017  
United States  
Email: [Andrea.Tekulve@kenton.kyschools.us](mailto:Andrea.Tekulve@kenton.kyschools.us)

**Desired Delivery Date:** 7/25/2023  
**Earliest Delivery Date:** 7/6/2023

No deliveries prior to 5/1/2023. It is possible that your books may arrive before your Desired Delivery Date. Please take this into account when selecting your dates and make sure the facilities are open and able to accept delivery at this time.  
A 2-week window between the EDD and DDD is required.

Product	#Books	# Custom Pages	Cost/Book	Base Cost
Engage 8.5x11	265	0	\$2.34	\$620.10

## FastTrack Pricing

FastTrack	\$620.10	x	0%	\$0.00
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## Discounts \*Discounts do not apply to three-year contracts

4% Discount per year with a three-year contract	\$620.10	x	0.00	-\$0.00
4% Discount for contracts received by 10/28/22*	\$620.10	x	0.00	-\$0.00
3% Discount for contracts received by 12/16/22*	\$620.10	x	0.00	-\$0.00
2% Discount for contracts received by 4/14/23*	\$620.10	x	0.00	-\$0.00
1% School District Discount	\$620.10	x	0.00	-\$0.00

## Cover Options (View Covers Here)

Personalized Cardstock	Personalized cardstock covers featuring your school name and logo in black ink	\$0.00	x	265	\$0.00
Brick Wall	Classroom	Dinosaur	Squares	Words	
<b>Cover Details</b> Circle Your Design Selection Same TEXT/MASCOT as Last Year: <input type="checkbox"/> Text Line 1: R.C. Hinsdale Text Line 2: Elementary Mascot: Same As Last Year					

## Enhancements

Vinyl pocket page	\$0.50	x	0	\$0.00
Stickers (per sheet)	\$0.50	x	0	\$0.00
Card-stock hall pass	\$0.25	x	0	\$0.00
Full Color handbook	\$0.00	x	0	\$0.00

## Accessories

Wall chart	\$7.00	x	0	\$0.00
This Week Marker (Minimum order of 25)	\$0.30	x	0	\$0.00
Teacher Lesson Plan and Grade Book (Minimum order of 25)	\$4.95	x	0	\$0.00

## Adjustments

Percent: BID discount 10%	10.00%	x	\$620.00	-\$62.01
<b>Adjustments Total</b>				<b>\$62.01</b>
<b>Sub-Total*</b>				<b>\$558.09</b>

Shipping and Handling: 15% , Shipping Discount of 15% Applied, BID Rate applies to contiguous US/Canada only. International shipping rates may vary and are subject to change after 30 days.

Sales Tax: Exempt#: Provide Certificate

- \* Net 30 (Net due within 30 days from invoice date)
- \* Sales tax will be added if applicable

**Total (USD)** **\$558.09**

\* Exchange policy: Custom orders (which includes handbook, personalized/custom cover, or any enhancements) cannot be exchanged. Non-custom orders can be exchanged for a different product at school's shipping expense. (Shipping must be via traceable method within 30 days of receipt.) No returns.

Buyer understands that handbook material and cover artwork are to be provided to School Datebooks, Inc. ("SDI") in the formats specified and within the deadlines provided in order to meet the desired delivery date. Failure to follow these guidelines may result in delivery delays and/or additional costs to the Buyer. Buyer understands that datebook and cover change requests after submission may result in additional costs and that quantity changes may result in a different per unit cost. Redelivery fees may apply if buyer is unable to accept delivery during the agreed upon delivery window. Cancelled contracts will be subject to a charge of 15% of the contract total or the total of all costs incurred as of the date of cancellation, whichever is greater. Buyer understands that when purchase orders are required, the buyer will be responsible for delivering the purchase order to SDI. In the event that invoices are not paid when due, Buyer will be responsible for any expenses, including reasonable legal fees, incurred by SDI in attempt to collect the balance due. Buyer represents and warrants to SDI that it owns or has the right to use and reproduce any and all trademarks, logos, images or other materials reproduced in this product. Buyer will be responsible for securing any required licenses and/or paying any and all licensing fees that may be due. Buyer agrees to indemnify and hold SDI harmless from and against any and all liability related to the use and reproduction of such items. As a representative of the Buyer, I understand and agree that I have authority to sign this contract and that this contract will remain in effect in the event that I leave my position prior to the completion of the contract.

In the event that an item on this contract is impacted by tariffs, SDI may impose a surcharge in the amount of the tariff. SDI will notify you if your order will be impacted.

☐ **One-Year Contract**  
We agree to purchase datebooks from School Datebooks for the year of 2023-2024.

☐ **Three-Year Contract**  
We agree to purchase datebooks from School Datebooks for the years of 2023-2024, 2024-2025, 2025-2026 at a 4% discount per year. The three year contract also "locks" into our current price grid for the length of the contract.\* (\*Shipping rate subject to change after initial year.)

Date

Signed (School Administrator)

Title

# 2023 Create 8.5x11 Contract

Order online @ [schooldatebooks.com](http://schooldatebooks.com)

2880 Old U.S. Hwy. 231 S.  
Lafayette, IN 47909-2414  
Phone: (800) 705-7526  
Fax: (765) 471-8874

<b>School</b> R C Hinsdale Elementary School 440 Dudley Pike Edgewood, KY 41017	<b>Administrator</b> Mr. Josh Feldmann, Principal Phone: (859) 341-8226 Fax: (859) 341-0759 Email: <a href="mailto:joshua.feldmann@kenton.kyschools.us">joshua.feldmann@kenton.kyschools.us</a>	<b>Contact</b> Ms. Andl Tekulve, Financial Secretary Phone: (859) 341-8226 Cell/Summer Number: _____ Email: <a href="mailto:Andrea.Tekulve@kenton.kyschools.us">Andrea.Tekulve@kenton.kyschools.us</a>	<b>Date:</b> 1/20/2023 <b>Sales Rep:</b> Damiana Crouch <a href="mailto:dcrouch@schooldatebooks.com">dcrouch@schooldatebooks.com</a> <b>CSR:</b> Jill Sarjent <a href="mailto:jillsarjent@schooldatebooks.com">jillsarjent@schooldatebooks.com</a>
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## Billing and Shipping

<b>Bill To</b> PO#: Kenton County Schools Attn Accounts Payable 1055 Eaton Dr Fort Wright, Kentucky 41017 United States Email: <a href="mailto:Andrea.Tekulve@kenton.kyschools.us">Andrea.Tekulve@kenton.kyschools.us</a>	<b>Ship To</b> R C Hinsdale Elementary School Ms. Andrea Tekulve 440 Dudley Pike Edgewood, Kentucky 41017 United States Email: <a href="mailto:Andrea.Tekulve@kenton.kyschools.us">Andrea.Tekulve@kenton.kyschools.us</a>	<b>Desired Delivery Date:</b> 7/25/2023 <b>Earliest Delivery Date:</b> 7/6/2023  No deliveries prior to 5/1/2023. It is possible that your books may arrive before your Desired Delivery Date. Please take this into account when selecting your dates and make sure the facilities are open and able to accept delivery at this time. A 2-week window between the EDD and DDD is required.
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Product	#Books	# Custom Pages	Cost/Book	Base Cost
Create 8.5x11	310	0	\$2.34	\$725.40

## FastTrack Pricing

FastTrack	\$725.40	x	0%	\$0.00
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## Discounts \*Discounts do not apply to three-year contracts

4% Discount per year with a three-year contract	\$725.40	x	0.00	-\$0.00
4% Discount for contracts received by 10/28/22*	\$725.40	x	0.00	-\$0.00
3% Discount for contracts received by 12/16/22*	\$725.40	x	0.00	-\$0.00
2% Discount for contracts received by 4/14/23*	\$725.40	x	0.00	-\$0.00
1% School District Discount	\$725.40	x	0.00	-\$0.00


## Cover Options (View Covers Here)

<input checked="" type="checkbox"/> Personalized Cardstock	Personalized cardstock covers featuring your school name and logo in black ink	\$0.00	x	310	\$0.00
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**Circle Your Selection**




Brick Wall




Classroom



Dinosaur



Squares



Words

**Cover Details:** Circle Your Design Selection  
Same TEXT/MASCOT as Last Year: ☐

Text Line 1: R. C. Hinsdale  
Text Line 2: Elementary  
Mascot: Same As Last Year

## Enhancements

Vinyl pocket page	\$0.50	x	0	\$0.00
Stickers (per sheet)	\$0.50	x	0	\$0.00
Card-stock hall pass	\$0.25	x	0	\$0.00
Full Color handbook	\$0.00	x	0	\$0.00

## Accessories

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This Week Marker (Minimum order of 25)	\$0.30	x	0	\$0.00
Teacher Lesson Plan and Grade Book (Minimum order of 25)	\$4.95	x	0	\$0.00

## Adjustments

Percent: BID discount 10%	10.00%	x	\$725.00	-\$72.54
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<b>Adjustments Total</b>	<b>\$72.54</b>
<b>Sub-Total*</b>	<b>\$652.86</b>

Shipping and Handling: 15% , Shipping Discount of 15% Applied, BID Rate applies to contiguous US/Canada only. International shipping rates may vary and are subject to change after 30 days. \$0.00

Sales Tax: Exempt#: Provide Certificate \$0.00

* Net 30 (Net due within 30 days from invoice date)	<b>Total (USD)</b> <b>\$652.86</b>
* Sales tax will be added if applicable	

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Date

Signed (School Administrator)

Title