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SCHOLASTIC
BOOK FAIRS

Reading Partnerships

MEMO OF UNDERSTANDING

Sponsored Book Fairs

This Memo of Understanding (MOU) is made and entered into by **Scholastic Book Fairs (Scholastic)** and **Fayette County Public Schools**.

Through the sponsored Scholastic Book Fair program, students in participating schools are given the opportunity to purchase their own self-selected books from an in-school Scholastic Book Fair. Books are provided at no cost to students or their families. Details of the initiative are as follows.

PROGRAM SCOPE AND TIMING

- This initiative will reach all students attending the following schools:
 - **Athens-Chilesburg Elementary – 930 Jouett Creek Dr, Lexington, KY 40509**
 - **William Wells Brown Elementary – 555 E Fifth St, Lexington, KY 40508**
 - **Yates Elementary – 695 E New Circle Rd, Lexington, KY 40505**
 - **Liberty Elementary – 2585 Liberty Rd, Lexington, KY 40509**
 - **Dixie Elementary Magnet – 1940 Eastland Pkwy, Lexington, KY 40505**
 - **Crawford Middle – 1813 Charleston Dr, Lexington, KY 40505**
 - **Lexington Traditional Magnet – 350 N Limestone, Lexington, KY 40508**
- Each participating school will receive a sponsored Scholastic Book Fair, during which all students will be permitted to select **any three books** of their choice.
- Book Fairs will take place during the 2024-25 school year (exact dates TBD).
- If for any reason a school needs to cancel or reschedule their Book Fair once dates have been determined, Scholastic will work closely with Fayette County Public Schools and the school to reschedule or (if necessary) will collaborate with Fayette County Public Schools to identify an alternate school for the sponsorship.

PROJECT ADMINISTRATION

- Fayette County Public Schools agrees to designate a Sponsorship Coordinator who will serve as the point of contact for all program communications, to include receiving invoices and coordinating payment.
- Each participating school will be responsible for designating a Book Fair Host who will serve as the point of contact for all communications regarding their school's sponsored Book Fair.
- A Scholastic representative will partner with each school's designated Book Fair Host and the Fayette County Public Schools Sponsorship Coordinator to support the school's Book Fair.

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- Scholastic, at its cost and expense, shall furnish all books, supplies, materials, and other equipment necessary to provide a Book Fair to each school, and shall be solely responsible for the delivery and removal of all materials.
- Scholastic acknowledges and agrees that it shall be responsible for providing the personnel necessary to provide a Book Fair to each school and shall be responsible for the supervision and direction of such personnel.
- Scholastic will contact each school's designated Book Fair Host prior to the scheduled Book Fair start date to confirm grade levels and enrollment and to coordinate logistics.
- Scholastic will provide each Book Fair Host with resource materials pertaining to the logistics of hosting a Book Fair.
- Scholastic will provide each Book Fair Host with a primary point of contact for support during the Book Fair.
- Scholastic will provide each Book Fair Host with operating instructions for Point of Sale (POS) payment machines, which will be provided with the fairs. Proper utilization of POS machines to record student book selections is required.
- Each Book Fair will contain an assortment of genres and reading levels appropriate for the grade levels of the participating school.
- Book Fairs shall be open only to students for shopping. Additional purchases and the acceptance of any form of payment shall not be permitted.
- At the conclusion of each Book Fair, all remaining books must be returned to Scholastic.

MEDIA/PR

- Fayette County Public Schools will assume leadership of all public relations efforts and media activity.
- If a press release is planned, Fayette County Public Schools agrees to submit a draft of the planned release to Scholastic for review. Submissions must include the intended audience, the official Public Relations contact for Fayette County Public Schools, and the planned distribution date.
 - *Please allow a minimum of five business days for review.*
- All Scholastic and Fayette County Public Schools logos, trademarks, brand images and content shall be and remain the exclusive property of the respective organization and may not be used or reproduced without prior written consent in each instance.

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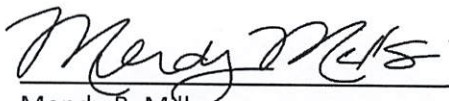
INDEMNIFICATION

- Scholastic acknowledges and agrees that Book Fairs are provided at Scholastic's sole liability and risk.
- Scholastic agrees to indemnify and hold harmless Fayette County Public Schools, its affiliates and employees from any losses, liabilities, damages, and judgments arising as a result of the activities to be carried out pursuant to the scope of this agreement, unless such damage is caused solely by the negligence or willful misconduct of Fayette County Public Schools.

PROGRAM PRICING AND PAYMENT TERMS

- ***The estimated total sponsorship cost is \$80,495.00.***
- Scholastic will reconfirm school enrollments approximately 30 days prior to the start of each fair. If the enrollment of any school at the time of its Book Fair has increased more than 5% in the interim since this agreement was executed, pricing is subject to change.
- Scholastic will notify Fayette County Public Schools of any pricing changes in advance of the school's Book Fair.
- Scholastic acknowledges receipt of a valid Kentucky Sales and Use Tax Exemption Certificate. No sales tax will be charged.
- Scholastic will invoice Fayette County Public Schools within approximately 10 days of the completion of each Book Fair.
- Fayette County Public Schools to remit payment to Scholastic within 30 days of invoice receipt.

As a duly authorized representative, I agree to these terms on behalf of Fayette County Public Schools/Scholastic Book Fairs...

 12.19.24

Mendy B. Mills Date
Associate Director of Federal Programs
Fayette County Public Schools

Digitally signed by Diana Quaid
Quaid
Date: 2024.12.03 14:28:58 -05'00' 12.3.24

Diana Quaid Date
Reading Partnerships Program Manager
Scholastic Book Fairs