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### AIU Transition Memorandum of Understanding

The Allegheny Intermediate Unit Head Start and Pre-K Counts Programs, in partnership with the Trying Together and the United Way of Southwest PA, agree to support best practices in transition to kindergarten with the Shaler Area School District in the **2023-2024 and 2024-2025** school years.

*During the 2023-2024 school year, districts plan and implement transition activities that welcome and support children and families to the 2024-2025 school year:*

- **2023-2024: Create plan, implement registration events, register students**
- **2024-2025: Welcome new students and families, transition events, report enrollment numbers**

This MOU fulfills the Hi5! and state and federal requirements for kindergarten transition under the Every Student Succeeds Act/Title I. This MOU will be revisited and updated annually.

#### **AIU Best Practice Deliverables Include:**

- Hosting and participating in Hi5! Leadership monthly meetings
- Hosting Hi5! Kindergarten Transition Events
- Promoting early and on-time K registration
- Learning about and supporting school transition plans
- Sending pertinent kindergarten information to the receiving schools with parent permission
- Distributing checks to school districts who meet the deliverables

#### **School District Best Practices Deliverables Include:**

- The continuation of a school district Transition Team
- The timely signing of this MOU
- The timely submission of a written school district Transition Plan
- Implementation of the Transition Plan
- Promoting early and on-time K registration
- The timely submission of K registration data that provides information for those who register for kindergarten early (by June 30), on time (by the first day of school), and as of October 31 when there should be full registration numbers available
- **The communication with your district's Title I rep that the MOU is complete**

  
\_\_\_\_\_  
Signature and Date of School District Representative (SY 2023-2024, 2024-2025)

\_\_\_\_\_  
Signature and Date of School Board Representative (SY 2023-2024, 2024-2025)

\_\_\_\_\_  
Signature and Date of AIU Representative (SY 2023-2024, 2024-2025)

## LEASE AGREEMENT

**THIS LEASE AGREEMENT** (hereinafter referred to as the "Agreement") is made by and between **SHALER AREA SCHOOL DISTRICT** with offices located at 1500 Burchfield Road, Allison Park, PA. Allegheny County, herein referred to as "Lessor"

**A N D**

**ALLEGHENY INTERMEDIATE UNIT** with a main office located at 475 East Waterfront Drive, Homestead, PA 15120, on behalf of its **PRESCHOOL EARLY INTERVENTION** Program hereinafter referred to as the "Lessee".

### W I T N E S S E T H:

1. **Premises:** Lessor hereby leases to Lessee the exclusive use of the following property hereinafter referred to as the "Premises":

Room #213 and internal restroom, totaling 1,025 Sq. ft., located at Scott Primary School, 705 Scott Avenue, Glenshaw, PA 15116

Common Areas: Lessor hereby grants to Lessee, for the benefit of Lessee and its employees, suppliers, shippers, contractors, customers, and invitees, during the term of this Agreement, the non-exclusive right to use, in common with others entitled to such use, the common areas as they exist from time to time, subject to any rights, powers, and privileges reserved by Lessor under the terms hereof.

2. **Term and Termination:** This Agreement shall commence on July 1, 2024, and remain in effect until midnight of June 30, 2027, unless otherwise terminated in accordance with the terms contained herein. Either party may terminate the Agreement at any time during the term by giving ninety (90) days' written notice to the other party. Absent a notice of termination, in the event Lessee remains in possession of the property for any period after the expiration of the Agreement term a new month-to-month tenancy shall be created subject to the same terms and conditions of

this agreement and at the monthly rental rate stated in Section 3, unless otherwise agreed by the parties in writing. Such month-to-month tenancy shall be terminable on thirty (30) days' notice by either Party or on longer notice if required by law.

3. **Rent:** In consideration of Lessor's promise to lease the Premises and mutually dependent thereon, Lessee promises to pay Lessor the amount of Thirty-One Thousand, Eight Hundred, Twenty-Four, and 00/100 (\$31,824.00) Dollars payable in Twelve (36) installments of Eight Hundred, Eighty-Four, and 00/100 (\$884.00) Dollars beginning on or before July 1, 2024, and on or before the first of each successive month thereafter, unless the Agreement is sooner terminated. It is understood by the parties hereto that upon giving proper notices of termination as provided in Paragraph 2, the Lessee's obligation to make the monthly installments shall cease as of the date of termination.

4. **Utilities:** Provision of utilities for the leased premises shall be the responsibility of the individual parties as follows:

Utility	Lessor	Lessee
Electricity	X	
Gas/Heat	X	
Sewage	X	
Water	X	
Garbage Removal	X	
Janitorial Services	X	
Broadband Internet Connectivity/Network Access*	X	

\*In the event that Internet Connectivity is Lessee's responsibility, Lessor shall provide reasonable accommodation and assistance in meeting any installation requirements.

5. **Alterations:** Subject to Lessor's approval, Lessee may, at Lessee's sole cost and expense, make any reasonable alteration to enable it to effectively carry out the purpose of its program.

6. **Furniture:** Lessee shall be entitled to use the furniture presently within the leased premises and shall be allowed to bring in additional furniture as needed.

7. **Building and Utility Maintenance:** Lessor promises to keep and maintain drainage, water heater, air conditioning, heating, and other related equipment (if applicable), electrical wiring, any and all roof repairs and maintenance, grass cutting, snow removal and keeping the structure of the building in good condition during the term of this Agreement and any renewals hereof; provided, however, that any maintenance or repairs which are the result of damages caused by Lessee's use of the premises shall be paid for by the Lessee, normal wear and tear excepted.

8. **Insurance:** Lessee shall purchase and maintain adequate liability insurance on the Premises to fully protect Lessor's interest in the Premises and to cover any liability or obligations for which Lessor might become liable as a result of Lessee's activities.

In addition, it is understood and agreed that Lessor shall have no obligation to purchase and maintain any insurance on the Premises to protect Lessee's interest in the Premises or to cover any obligation for which Lessee might become liable as a result of Lessee's activities.

9. **Personal Injury and Property Damage.** Lessee shall be responsible for any injury or damage to any person or to any property at any time on the Premises that is caused by the negligence or intentional acts of Lessee or its employees or agents, likewise Lessor shall be responsible for any injury or damage to any person or to any property at any time on the Premises caused by the negligence or intentional acts of Lessor or its employees or agents.

10. **Entire Agreement:** This agreement represents the entire understanding of the parties and there are no representations, covenants, or conditions that are not herein set forth and any amendment hereto shall be in writing and executed by the parties hereto.

11. **Applicable Law:** This Agreement shall be interpreted by and under the laws of the Commonwealth of Pennsylvania.

IN WITNESS WHEREOF, the parties have signed this Agreement on the dates shown below, intending to be legally bound hereby.

ALLEGHENY INTERMEDIATE UNIT

By: \_\_\_\_\_

President, Board of Directors

Attest:

By: \_\_\_\_\_

Secretary, Board of Directors

Date: \_\_\_\_\_

SHALER AREA SCHOOL DISTRICT

By: \_\_\_\_\_

(NAME, TITLE)

Date: \_\_\_\_\_