March 1, 2022

**Contract Information**

<table>
<thead>
<tr>
<th>Title:</th>
<th>Student Planners</th>
</tr>
</thead>
<tbody>
<tr>
<td>IFB/RFP Number:</td>
<td>R22280</td>
</tr>
<tr>
<td>Supersedes:</td>
<td>R16108</td>
</tr>
<tr>
<td>Vendor Name:</td>
<td>See attached Vendor List for Multiple awards</td>
</tr>
<tr>
<td>Debarment Form:</td>
<td>Required: No Form on File: Not Applicable</td>
</tr>
<tr>
<td>Contractor Certification:</td>
<td>Required: Yes Form on File: Yes</td>
</tr>
<tr>
<td>Virginia Code 22.1-296.1 …the school board shall require the contractor to provide certification that all persons who will provide such services have not been convicted of a felony or any offense involving the sexual molestation or physical or sexual abuse or rape of a child.</td>
<td></td>
</tr>
<tr>
<td>Pricing:</td>
<td>See attached Pricing Sheet(s)</td>
</tr>
<tr>
<td>Contract Period:</td>
<td>March 1, 2022 — February 28, 2023</td>
</tr>
<tr>
<td>Contract Renewal Number:</td>
<td>New</td>
</tr>
<tr>
<td>Number of Renewals Remaining:</td>
<td>4</td>
</tr>
<tr>
<td>Procurement Contact:</td>
<td>Pixie Calderwood</td>
</tr>
<tr>
<td>Procurement Director:</td>
<td>Andrea Philyaw</td>
</tr>
</tbody>
</table>
February 14, 2022

NOTICE OF AWARD

RFP #R22280 STUDENT PLANNERS

Loudoun County Public Schools awards RFP #R22280 STUDENT PLANNERS, to: School Datebooks of Lafayette, IN, School Mate of Kearney, NE, and Success by Design of Wyoming, MI.

We appreciate your interest in being of service to the Loudoun County Public Schools.

Andrea Philyaw
Procurement Director
## RFP #R22280 STUDENT PLANNERS
### AWARDED VENDORS

<table>
<thead>
<tr>
<th>OFFEROR</th>
<th>CONTACT</th>
<th>PHONE</th>
<th>EMAIL</th>
<th>ADDRESS</th>
<th>REFERENCE #</th>
</tr>
</thead>
<tbody>
<tr>
<td>School Datebooks</td>
<td>Tara Johnson</td>
<td>(800) 705-7526</td>
<td><a href="mailto:tara.johnson@schooldatebooks.com">tara.johnson@schooldatebooks.com</a></td>
<td>2880 US HWY 231 South Lafayette, IN 47902</td>
<td>Must state LCPS contract RFP #R22280 and request free shipping when ordering</td>
</tr>
<tr>
<td>School Mate</td>
<td>Cari Greenough</td>
<td>(800) 516-8339</td>
<td><a href="mailto:planner@schoolmate.com">planner@schoolmate.com</a></td>
<td>PO Box 2110 Kearney, NE 68848</td>
<td>Must state LCPS contract RFP #R22280 and request free shipping when ordering</td>
</tr>
<tr>
<td>Success By Design</td>
<td>Megan Walker</td>
<td>(800) 327-0057</td>
<td><a href="mailto:megan@successbydesign.com">megan@successbydesign.com</a></td>
<td>3741 Linden Ave. SE Wyoming, MI 49548</td>
<td>Must state LCPS contract RFP #R22280 and request free shipping when ordering</td>
</tr>
</tbody>
</table>
Loudoun County Public Schools
Procurement Services
RE: Bid of RFP# R22280

Good Morning Ms. Calderwood,

Thank you for sending a bid request for student planners to us this year. Pricing from School Datebooks for Loudoun County Public Schools this year will be **5% off any planner, plus free shipping.**

For information on all our planners please visit our website at [schooldatebooks.com](http://schooldatebooks.com). There you can see all lines of our student planners and our covers for the 2022-2023 school year.

If you have any questions please reach out to me at 800-705-7526 or [tara.johnson@schooldatebooks.com](mailto:tara.johnson@schooldatebooks.com). I am available each day 9:00 to 5:00 EST. We look forward to working with you.

Sincerely,

[Signature]

Tara Johnson
Territory Sales Manager- SDI Innovations

- 800-705-7526 ext 217
- 360-510-2955 cell

SDI Innovations – the company behind:
- [School Datebooks](http://schooldatebooks.com)
- [STEM Education Works](http://stemeducationworks.com)
- [Eventlink®](http://eventlink.com)
2022 Create 8.5x11 Contract
Order online @ schooldatebooks.com

School
Loudoun County Public Schools
21000 Education Ct
Broadlands, VA 20148

Administrator

Contact
Ms. Pixie Calderwood, Senior Procurement Specialist
Phone: (571) 252-1433
Cell/Summer Number: 
Email: pixie.calderwood@lcps.org

Billing and Shipping
Bill To: 
PO#: 
Ship To: United States
Email:

Desired Delivery Date: 
Earliest Delivery Date: 
No deliveries prior to 5/1/2022. 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 ODD is desired.

<table>
<thead>
<tr>
<th>Product</th>
<th>#Books</th>
<th>#Pages</th>
<th>Cost/Book</th>
<th>Base Cost</th>
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</thead>
<tbody>
<tr>
<td>Create 8.5x11</td>
<td>350</td>
<td>8</td>
<td>$2.54</td>
<td>$889.00</td>
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FastTrack Pricing

<table>
<thead>
<tr>
<th>Discounts</th>
<th>FastTrack</th>
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</thead>
<tbody>
<tr>
<td>4% Discount per year with a three-year contract</td>
<td>$889.00</td>
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<tr>
<td>4% Discount for contracts received by 10/29/21</td>
<td>$889.00</td>
</tr>
<tr>
<td>3% Discount for contracts received by 12/17/21</td>
<td>$889.00</td>
</tr>
<tr>
<td>2% Discount for contracts received by 4/8/22</td>
<td>$889.00</td>
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</tbody>
</table>

Cover Options

<table>
<thead>
<tr>
<th>Cover Options</th>
<th>[View Covers Here]</th>
</tr>
</thead>
<tbody>
<tr>
<td>Custom Action</td>
<td>Custom cardstock design with clear poly overlay $0.50</td>
</tr>
<tr>
<td>Custom Cardstock</td>
<td>High value, full-color, laminated cardstock front cover $0.40</td>
</tr>
<tr>
<td>Custom PolyFusion™</td>
<td>100% custom, full-color front and back covers - highest durability $0.80</td>
</tr>
<tr>
<td>Personalized Cardstock</td>
<td>Personalized cardstock covers featuring your school name and logo in black ink $0.00</td>
</tr>
<tr>
<td>Spirit</td>
<td>Durable cardstock; Make it your own with your school color, then add school name and logo. $0.20</td>
</tr>
<tr>
<td>Standard</td>
<td>Durable cardstock cover $0.00</td>
</tr>
<tr>
<td>Plastic Window</td>
<td>Artistic designs on PolyFusion™. School name will appear if handbook is added. $0.45</td>
</tr>
</tbody>
</table>

Enhancements

<table>
<thead>
<tr>
<th>Enhancements</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vinyl pocket page</td>
</tr>
<tr>
<td>Stickers (per sheet)</td>
</tr>
<tr>
<td>Card-stock hall pass</td>
</tr>
<tr>
<td>Full color handbook</td>
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</tbody>
</table>

Accessories

<table>
<thead>
<tr>
<th>Accessories</th>
</tr>
</thead>
<tbody>
<tr>
<td>This Week Marker (Minimum order of 25)</td>
</tr>
<tr>
<td>Teacher Lesson Plan and Grade Book (Minimum order of 25)</td>
</tr>
</tbody>
</table>

Sub-Total* $844.55

* 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.

Shipping and Handling: 13%; Shipping Discount of 13% Applied. Free shipping per Bid Rate applies to contiguous US/Canada only. Int'l rates may vary.

Sales Tax: Exempt# # Out of State

Net 30 (Net due within 30 days from invoice date)

Savings will be added if applicable

Total (USD) $844.55

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 1% 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 2022-2023.

☐ Three-Year Contract
We agree to purchase datebooks from School Datebooks for the years of 2022-2023, 2023-2024, 2024-2025 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.)

Signed (School Administrator) 
Title

Date

Please remember to indicate your cover selection.

https://thezonelive.com/P7/content/sales/contracts/pgContract.aspx?ContractId=2146864730

1/1
January 25, 2022

Loudoun County Public Schools
Procurement Services
21000 Education Court, Suite 301
Ashburn, Virginia 20148
Re: RFP#R22280 Student Planners

To whom it may concern:

Thank you for sending a quote request for our Student Planners. We are bidding our own School Mate® products as an alternate to any planner identified in your specifications. Detailed specs are in the attached catalog and online at www.schoolmate.com. The following is general information you will need to know about doing business with our company, and is a part of our bid response.

At School Mate®, we do not have representatives who visit each school. By not paying the commission as well as the salaries of sales representatives, we keep your costs down. We send an information packet with complete details on how to order from our company as well as offer a toll-free customer service number to help answer any questions you may have.

**While we certainly accept Purchase Orders, we must receive** a completed School Mate® order form to process your order. Without an order form, we do not know the specifics of how to custom print your planners. We only need your purchase order number for referencing on the invoice if that is required by your school system. Order forms are found in the download center online at www.schoolmate.com. **Please include the bid solicitation number on your order forms and Purchase Orders.**

The prices quoted are based on your specifications and are subject to change if the material submitted to us varies from your specifications. If you are submitting press-ready material for your planner, please note the following. The person or organization submitting the press-ready material assumes responsibility for any infringements on intellectual property or copyright. School Mate® will not be responsible for the copyright status of a school’s custom materials. Please read the custom material section of our website for the complete information on preparing your press-ready handbook. This information is online at www.schoolmate.com. We do not print separate copies of the handbook; we only print the handbooks to be bound in the front of the student planners and agendas, there is no limit to the number of pages which can be included in the handbook pages. School Mate® will typeset handbook pages upon request for an additional charge. We offer handbook templates on our web-site which you are welcome to use to format your pages. Otherwise, School Mate® does not format your press-ready material. Custom material must be uploaded online to be used. If you need clarification on the process, please call our Planner Consultants toll free at 800-516-8339.
Every planner has resource pages of Time Management, Goal Setting, Study Skills, World Maps, and more included at no charge to you. Please see sample books online for example. A standard full-color, Poly-Pro cover or One-color cover is included within your quoted price. Front cover materials will be as described in the attached catalog and online. Back cover material for 8 ½ x 11, and 5 ½ x 8 ½ planners is plastic with our pre-printed Dream Plan Achieve design, and for our 7 x 9 Agendas is 12 pt. cardstock with plastic lamination. All custom back covers are printed on 12 pt. cardstock with plastic lamination. All planners are bound with a clear plastic coil, and all planners are offered in English only.

**TURNAROUND TIME:** Please note that we deal with custom material and high volume. Production time is estimated at 30-45 business days, six to nine (6-9) weeks. Check the catalogs for detailed production information.

We offer an Early Order Discount to all complete orders received by May 11, 2022. **Save 25¢ per planner if we receive your order and ALL materials by May 11, 2022.** This discount is reflected in the price chart found in our catalog and online.

School Mate® prepares, prices, prints, and ships orders promptly, and includes freight charges on the Customer’s invoice. Please allow one (1) week’s time for shipping, as shipping time varies. Shipping is charged at $0.50 per planner. **Orders are shipped via U.P.S. or motor freight carrier.** Planners cannot be returned for any reason. Defective books, not due to shipping damage, must be reported to the Company within 90 days of the ship date. School Mate® reserves the right to repair, replace, or credit defective books.

All invoices are due September 1, 2022. Our planners are among the lowest priced full-color planners on the market; therefore **additional discounts for prompt payment will not be extended.** School Mate® will not pay penalties of any kind, such as but not limited to liquidated damages. School Mate® will not execute bid bonds or sureties of any kind.

There is a minimum order requirement of 60 custom student planners, custom dated student agendas, and non-custom un-dated student agendas. Non-custom planners have a minimum order requirement of 25, and custom school events agendas have a minimum order requirement of 100. Custom re-orders have a minimum order requirement of 25 planners; please call for pricing. Re-orders of 60 or more custom planners receive original quantity-based pricing. All additional charges apply, while supplies last.

If you have any questions or comments, feel free to call me at **1-800-516-8339**, extension 6342. I am available 8:00 a.m. to 5:00 p.m., CT, each business day. I look forward to working with you.

Sincerely,

Cari Greenough
Customer Service Manager

planner@schoolmate.com  •  p: 800-516-8339  •  f: 800-570-1767  •  P.O. Box 2110 Kearney, NE 68848
2022-2023
Kindergarten Journal

Kindergarten Journal Details
• Size: 8 3/8” x 10 3/4”
• 96 full-color pages
• 3-hole drilled and plastic coil bound
• Resource pages, including American Sign Language
• Letter, number, and Sight Words practice activities
• Parent-Teacher Comments section
• Brain building activities for preschool and kindergarten

View full journal online

Value Planner Details
• 25 minimum order
• Plastic Value Cover (as shown)
• Plastic back cover with Dream, Plan, Achieve™ design (p. 17)

Custom Planner Details
• 60 minimum order
• Choose a plastic stock cover, religious cover, or custom cover with school name/mascot (p. 14-17)

Custom Planner + Handbook Details

FREE KGA Value Cover

2 Use our online quote calculator today!
Primary Planner Details

- **Size:** 8 7/8" x 10 3/4"  
- **Pages:** 104 full-color pages  
- **Dated:** Aug. 8, 2022 - July 2, 2023  
- **Binding:** 3-hole drilled and plastic coil bound  
- **Content:** STEAM  
- **Features:** Resource and activity pages, Parent-Teacher Comments section, Section for 20 spelling words

**Additional Options:**

- **Vinyl Pouch (included FREE)**
- **Plastic back cover:** Dream, Plan, Achieve™ design or customize a cardstock back cover (p. 17)
- **Options:** Page Marker Rulers, Wall Charts, and Teacher Editions (p. 18-19)
- **Production time:** 1-2 weeks
- **Pricing and delivery information:** (p. 20-21)
- **Add any number of Handbook Pages:** maps, ads, calendars, etc. (Download templates and guidelines at schoolmate.com)
- **Cost per page:** 4¢ per page per journal or planner; 1 page = 1 side of a sheet of paper (Example: 10 handbook pages = 40¢ per journal or planner)

View full planner online at [schoolmate.com/SMJ22](http://schoolmate.com/SMJ22)
Elementary Planner Details

- Size: 8 3/8" x 10 3/4"
- 104 full-color pages
- Dated Aug. 4, 2022 - July 2, 2023
- 3-hole drilled and plastic coil bound
- STEAM content
- Weekly matrix format
- Preprinted core subjects and one blank
- Resource pages
- Parent-Teacher Comments section
- Section for 25 spelling words

Value Planner Details

- 25 minimum order
- Plastic Value Cover (as shown)
- Plastic back cover with Dream, Plan, Achieve™ design (p.17)

Custom Planner Details

- 60 minimum order
- Choose a plastic stock cover, religious cover, or custom cover with school name/mascot (p.14-17)

Custom Planner + Handbook Details

View full planner online

FREE ELA Value Cover

Use our online quote calculator today!
Middle School Planner Details

- Size: 8 3/8” x 10 3/4”
- 112 full-color pages
- Dated Aug. 1, 2022 - July 2, 2023
- 3-hole drilled and plastic coil bound
- STEAM content
- Weekly matrix format
- Monthly planning pages
- Preprinted core subjects and three blank
- Motivational quotes and study tips
- Resource pages

View full planner online

Order online at schoolmate.com/SMJ22

Options: Page Marker Rulers, Wall Charts, and Teacher Editions (p.18-19)
- Production time 1-2 weeks
- Pricing and delivery information (p. 20-21)

Plastic back cover with Dream, Plan, Achieve™ design or customize
a cardstock back cover (p. 17)
- Available Options and Teacher Editions (p.18-19)
- Production time, pricing, and delivery information (p. 20-21)

Add any number of Handbook Pages: maps, ads, calendars, etc.
(Download templates and guidelines at schoolmate.com)
- 4¢ per page per planner; 1 page = 1 side of a sheet of paper
(Example: 10 handbook pages = 40¢ per planner)

FREE MSA Value Cover

MSA
2022-2023 Navigator Planner

FREE NVA Value Cover

**Navigator Planner Details**

- Size: 8 3/8" x 10 3/4"
- 112 full-color pages
- Dated Aug. 1, 2022 - July 2, 2023
- 3-hole drilled and plastic coil bound
- STEAM content
- Weekly matrix format
- Monthly planning pages
- Preprinted core subjects and four blank
- Weekly Hall Pass, Goals, and Notes
- Resource pages

**Value Planner Details**

- 25 minimum order
- Plastic Value Cover (as shown)
- Plastic back cover with Dream, Plan, Achieve™ design (p. 17)

**Custom Planner Details**

- 60 minimum order
- Choose a plastic stock cover, religious cover, or custom cover with school name/mascot (p. 14-17)

**Custom Planner + Handbook Details**

- Use our online quote calculator today!

View full planner online
High School Planner Details

- Size: 5 3/8” x 8 3/8”
- 144 full-color pages
- Dated Aug. 1, 2022 - July 2, 2023
- Plastic coil bound
- STEAM content
- Weekly and monthly planning pages
- Weekly Hall Pass, Goals, and Notes
- Motivational quotes and study tips
- Resource pages

View full planner online

Order online at schoolmate.com/SMJ22
2022-2023
Dated Agenda

Dated Agenda Details
• Size: 7" x 9"
• 112 full-color pages
• Dated Aug. 1, 2022 - July 2, 2023
• 2-hole drilled and plastic coil bound
• Weekly matrix format
• Preprinted core subjects and three blank
• Priority/Check-off space
• Hall Pass (4 pages), Goals, and Notes
• Motivational quotes and study tips
• Resource pages

Value Agenda Details
• 25 minimum order for Dated Agendas, 60 minimum order for Undated Agendas
• Value Cover printed on cardstock with plastic lamination (as shown)

Custom Agenda Details
(Customization not available for Undated Agendas)
• 60 minimum order
• Choose a full-color stock cover, religious cover, or custom cover with school name/mascot. Cover printed on cardstock with plastic lamination (p. 15-17)

Custom Agenda + Handbook Details

View full agenda online

Use our online quote calculator today!
Undated Agenda Details

- Cardstock back cover with Dream, Plan, Achieve™ design (p. 17)
- Options: Page Marker Rulers and Wall Charts (p.18-19), Teacher Editions (Dated Agendas only - p. 19)
- Production time 1-2 weeks
- Pricing and delivery information (p. 20-21)

- Cardstock back cover with Dream, Plan, Achieve™ design or customize with your own design (p. 17)
- Available Options and Teacher Editions (p.18-19)
- Production time, pricing, and delivery information (p. 20-21)

- Add any number of Handbook Pages: maps, ads, calendars, etc. (Download templates and guidelines at schoolmate.com)
- 3¢ per page per agenda; 1 page = 1 side of a sheet of paper (Example: 10 handbook pages = 30¢ per agenda)

View full agenda online

Order online at schoolmate.com/SMJ22
2022-2023
Classic Planner

FREE CLA Value Cover

Classic Planner Details
• Size: 8 3/8” x 10 3/4”
• 96 black-and-white pages
• Dated Aug. 1, 2022 - July 2, 2023
• 3-hole drilled and plastic coil bound
• Weekly matrix format
• Preprinted core subjects and one blank
• Assignment check-off boxes, weekly reading log, section for 20 spelling words, etc.
• Resource pages

Value Planner Details
• 25 minimum order
• Plastic Value Cover (as shown)
• Plastic back cover with Dream, Plan, Achieve™ design (p. 17)

Custom Planner Details
• 60 minimum order
• Choose a plastic stock cover, religious cover, or custom cover with school name/mascot (p. 14-17)

Custom Planner + Handbook Details

View full planner online

Use our online quote calculator today!

SCHOOL MATE Page 12 of 23
Scholar Planner Details

• Size: 5 3/8" x 8 3/8"
• 128 black-and-white pages
• Dated Aug. 1, 2022 - July 2, 2023
• Plastic coil bound
• Weekly and monthly planning pages
• Motivational quotes and study tips
• Resource pages

View full planner online

Scholar Planner Details

• Size: 5 3/8" x 8 3/8"
• 128 black-and-white pages
• Dated Aug. 1, 2022 - July 2, 2023
• Plastic coil bound
• Weekly and monthly planning pages
• Motivational quotes and study tips
• Resource pages

Add any number of Handbook Pages: maps, ads, calendars, etc. (Download templates and guidelines at schoolmate.com)

4¢ (CLC) or 3¢ (SRC) per page per planner; 1 page = 1 side of a sheet of paper (Example: 10 handbook pages = 40¢ per CLC planner)

Order online at schoolmate.com/SMJ22
**Target School Events Agenda Details**

- Size: 7” x 9”
- 136 one-color pages
- Two formats to choose from
- 52 weeks
- Choose start date: 5/30, 7/4, 8/1, or 8/29
- 2-hole drilled and plastic coil bound
- Weekly and monthly planning pages
- Four Hall Pass pages

View full agenda online

**Custom Agenda Details**

- 100 minimum order
- Add school events and holidays with the option to include your own
- Add motivational quotes, study tips, scripture, historical events, or custom content
- Add mascot and web address
- Build and order online

**Custom Agenda + Handbook Details**
2022-2023 School Events
Quest Agendas

ADD SCHOOL EVENTS & PRINT IN COLOR

Quest School Events Agenda Details
- Size: 5 3/8" x 8 3/8"
- 136 one-color pages
- Two formats to choose from
- 52 weeks
- Choose start date: 5/30, 7/4, 8/1, or 8/29
- Plastic coil bound
- Weekly and monthly planning pages
- Four Hall Pass pages

- Add any number of Handbook Pages: maps, ads, calendars, etc.
  (Download templates and guidelines at schoolmate.com)
- 3¢ per page per agenda; 1 page = 1 side of a sheet of paper
  (Example: 10 handbook pages = 30¢ per agenda)

- Choose one ink color (50¢ per agenda) otherwise printed in black-and-white
- Choose a full-color stock cover, religious cover, or custom cover with school name/mascot. Cover printed on cardstock with plastic lamination (p. 15-17)
- Cardstock back cover with Dream, Plan, Achieve™ design or customize with your own design (p. 17)
- Available Options (p. 18-19)
- Production time, pricing, and delivery information (p. 20-21)
FREE with Custom Planners & Agendas

- Covers include school name and mascot in black ink (provide clear copy of school mascot or select from our online mascot library).
- Covers are preprinted and cannot be changed.
- Cover choices and wording not available if ordering Value Planners, Value Dated Agendas, or Undated Agendas.

Note: The school year (2022-2023) may be added and looks best if school name is limited to two lines.
P = Poly-Pro® made from sturdy plastic; FC = 12-pt. cardstock with plastic lamination

Kindergarten, Primary, Elementary, Middle School, Navigator, and Classic Planners
Available with Custom Planners

P-831 Madison Elementary 2022-2023
P-830 Northwest Elementary 2022-2023
P-829 Lincoln Middle School
P-828 Jefferson Elementary 2022-2023
P-827 Jackson Middle School
P-826 Franklin Middle School
P-825 Kennedy Jr. High 2022-2023
P-824 Westside Elementary 2022-2023
P-823 Southeast Elementary 2022-2023
P-822 Franklin Middle School
P-821 Northwest Elementary 2022-2023
P-820 Madison Elementary 2022-2023

14 Use our online quote calculator today!

SCHOOL MATE Page 16 of 23
High School and Scholar Planners
Available with Custom Planners

Dated Agendas and School Events Agendas
Available with Custom Agendas

Religious Covers
Available with Custom Planners and Agendas

FREE Dura-Vue™ plastic cover overlay (not available with Agendas).

Order online at schoolmate.com/SMJ22
Custom Design Covers

- Covers include school name and mascot (provide clear copy of school mascot or select from our online mascot library).
- Use your own press-ready design (Planner Custom Cover Guidelines available online) or a School Mate® design with your chosen ink(s), mascot, school name, and photo (for covers F4 – F8).
- Custom planner cover designs are printed on 80-lb. matte paper and include FREE Dura-Vue™ plastic cover overlay (p. 15).
- Dated Agenda and School Events Agenda custom cover designs are printed on 12-pt. cardstock with plastic lamination.

Available with Custom Planners and Agendas

One-Color Covers – **FREE**

Multicolor Covers – **25¢/planner ($40 min.)**
Choose two standard inks (below)

Standard Inks
Due to the printing process, colors shown may vary slightly from actual printed colors. Printed cover colors can also vary from year to year.

Customizable Colors (online only)
Visit our website to build your cover with any custom color.

Build your cover online at schoolmate.com/SMJ22

SCHOOL MATE Page 18 of 23
Photo Covers – 25¢/planner ($40 min.)
• Choose two inks (p. 16)
• Use your own photo or visit our Mascot Libraries to use one of our photos or mascots. See Planner Digital Image Specifications in our Download Center at schoolmate.com.
Two-Sided Hall Pass Sheet

Option 1 – 12¢/sheet/book
- One cardstock sheet is bound in the back of each planner (1 sheet = 2 pages).
- 54 lines/sheet for HS and 120 lines/sheet for larger size.

Year-Round Supplement

Option 2 – 25¢/book
- Adds the month of July to the front or back of the planner.
- Pages are full-color and undated.
- Not available for Kindergarten Journal.

Character Education Supplement

Option 3 – 30¢/book
- Appropriate material for each planner level.
- Bound in the front.

Vinyl Pouch

Option 4 – 30¢/book
- Included FREE in all Kindergarten Journals and Primary Planners.
- Bound in the back.

Planning Stickers

Option 5 – 25¢/book
- One sheet bound in the back.
- Coordinates with planner or agenda level ordered.

Inserts

Option 6 – 25¢/insert/book
Black-and-white inserts enhance your planner or agenda with more resources. Inserts include appropriate material for all planner and agenda levels and are 8–16 pages bound in front of planner. View all pages online.

Healthy Living – IN1
- Food Guidelines
- Healthy Eating Tips
- Food Labels
- Exercise
- Sleep
- Taking Care of Your Body
- Say No to Tobacco, Alcohol, & Drugs

Anti-Bullying – IN2
- Defining Bullying
- Who is Involved?
- Types of Bullying
- Cyberbullying
- Dealing with Bullying

Catholic Faith – IN3
- The Church
- Holy Scripture
- Mass
- Liturgical Year
- Sacraments
- Prayers
- The Rosary
- Social Justice

Lutheran Confession – IN4
- History of the Church
- What We Believe
- Martin Luther
- Holy Scripture
- Creeds
- Church Year
- Sacraments
- Prayers
Teacher Aids & Extras

Teacher Editions
Same price as Planners and Dated Agendas (not available for Undated Agendas or School Events Agendas).
- Cover and options ordered for the planners are included in ALL Teacher Editions ordered.
- All Teacher Editions include a FREE supplement that includes bell schedules, seating charts, and more.

Teacher Edition Options
For Custom Planners and Custom Dated Agendas (not available for School Events Agendas).
Grade Records and/or Lesson Plans will be bound in the back of Teacher Editions. They CANNOT be bound in only a portion of the Teacher Edition order.

Grade Records – 85¢/book
- Kindergarten, Primary, Elementary, Middle School, Navigator, Classic Planners, and Dated Agendas – 80 pages.
- High School and Scholar Planners – 96 pages.

Lesson Plans – 85¢/book
- Contains 80 pages.
- Not available for High School or Scholar Planners.

Page Marker Ruler
20¢/book
- Includes inches and centimeters.
- Clear, sturdy plastic snaps easily into place.
- Available for all planners and agendas.

Wall Charts
$35/case of 5 (Dry erase marker not included.)
- Two different chart designs printed back to back.
- Each design includes space for five subjects.
- Excellent daily planning tool for all grade levels.

Wall Charts
(37 ½” x 24 ½” - Includes space for 25 spelling words)
(24 ½” x 37 ⅛”)

Order online at schoolmate.com/SMJ22

VIEW ALL OPTIONS, AIDS, & EXTRAS LARGER ONLINE
**Planer Pricing & Delay Shipping**

**CHART C. Value Planner Pricing**

<table>
<thead>
<tr>
<th>Quantity</th>
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<th>50+</th>
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<tr>
<td>Price w/ discount*</td>
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<table>
<thead>
<tr>
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<table>
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<td>2.40</td>
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*Order and ALL material must be received by May 11, 2022 to qualify.

**CHART D. Custom Planner Pricing**

<table>
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<tr>
<th>Quantity</th>
<th>60+</th>
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<table>
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</thead>
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<table>
<thead>
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</thead>
<tbody>
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<td>2.85</td>
<td>2.40</td>
<td>1.85</td>
</tr>
</tbody>
</table>

*Order and ALL material must be received on or before May 11, 2022 to qualify.

---

**Order Early • Save Money • Ship Later**

Save time and get immediate pricing with our easy online quote calculator at **schoolmate.com**.

**WHAT IS A DELAY SHIP DATE?** A delay ship date allows you to specify when you want your order to ship. If your order is complete before the chosen delay ship date, we will hold the order and ship it on the date requested. If your order was not placed in time to allow for the full production schedule and you chose a delay ship date, the order will ship upon completion after the delay ship date.

**SCHOOL CLOSED FOR SPRING BREAK OR SUMMER BREAK?** Order early and choose a delay ship date to ensure someone is at the school to receive the shipment. This will save you from incurring additional shipping charges if the order is returned to us by the carrier.

**NEED YOUR INVOICE DATED AFTER A SPECIFIC DATE?** Choose a delay ship date, and we will ship and invoice your order on the requested delay ship date. Please allow for production time when ordering.

**IS A DELAY SHIP DATE A DELIVERY DATE?** No. A delay ship date is the date you would like your order to leave our facility upon completion. Shipping time is an additional 2–8 business days for orders shipped within the 50 states. Please note that a delay ship date is not a receive date.

**WANT TO TAKE ADVANTAGE OF OUR EARLY ORDERING, BUT CANNOT GET A PO UNTIL JULY?** Place your order early and select a delay ship date. We will complete your order, and then wait to ship it until the requested delay ship date. We will invoice your order at the time of shipping. Payment is not due until Sept. 1, 2022 (some exclusions apply). See our delay ship dates below.

**2022 DELAY SHIP DATES:**

- April 15 • May 13 • June 17 • July 15 • July 22 • July 29
- August 5 • August 12 • August 19 • August 26

---

**Order online or get a quote:** schoolmate.com/ordering

**Email Order Form:** purchaseorders@schoolmate.com

**Fax Order Form:** 800-570-1767

**Mailing Address:**
School Mate
PO Box 2110
Kearney, NE 68848-2110

**Call for Quote*: 800-516-8339
Mon-Fri, 8-5 CST

Upload Custom Material: uploader.schoolmate.com/#/customer/new

*School Mate must receive a signed order form or an online order. We do not accept phone orders.

Download an order form at schoolmate.com/downloads/porder.pdf.
**Planer Terms & Conditions**

**Early Order Discount**
- **Save 25¢ per planner if we receive your order by May 11, 2022.** See prices on p. 20. Discount does not apply to Classic & Scholar Planners, Agendas, or School Events Agendas, and cannot be used with other discounts or on reorders after the deadline.

**IMPORTANT:** All material (mascot/logo, handbook pages, cover, etc.) must be received to begin processing the order. Incomplete orders do not qualify, and discount will be invalidated if material arrives late or changes are made after May 11, 2022.

**Ordering**
- School Mate® agrees to produce planners in accordance with information furnished on the order form. The person submitting the order, hereinafter referred to as the Customer, agrees to furnish a completed, signed order form and all material to be produced in the Customer’s planners, including handbook pages, mascot, and other material with no subsequent changes. The Customer specifically representing the submitting organization is at least 18 years old and is fully authorized to sign this application as agent on behalf of the organization.
- Order online at schoolmate.com/ordering, or email a complete, signed order form to purchaseorders@schoolmate.com or fax to 800-570-1767. Phone orders not accepted.
- A submitted order constitutes a binding Contract between School Mate and the Customer. No other statements or oral agreements are binding.
- We recommend ordering extra to account for unexpected enrollment, transfer students, and lost planners/agendas. Reordering more planners/agendas later may cost more.
- If Customer’s organization requires a PO, the Customer is responsible for providing it and notifying their purchasing department of changes that may affect the PO.
- School Mate’s terms supersede any terms from a PO or written bid.
- If order must be delivered by a specific date, the Customer is responsible for placing the order on time and for charges incurred if the order is refused due to PO expiration.
- Orders outside the USA are not accepted, except for orders from schools with APO and FPO addresses. School Mate reserves the right to deny orders from individuals, retailers, non-educational parties, or others for just cause.
- Supplies are limited. School Mate reserves the right to substitute front & back covers.
- Multiple orders cannot be combined for volume discounts.
- Customer warrants that releases have been obtained to reproduce any copyrighted or trademarked material submitted with order. If Customer furnishes custom material, Customer shall hold School Mate and its subsidiaries harmless against claims, suits, costs, damages, judgments, attorney fees, license fees, settlements, or expenses incurred, claimed, obtained, or sustained by third parties, whether for intellectual property infringement (including copyright and trademark infringement), dilution, misappropriation, or otherwise, because of the manufacture, use, marketing, or sale of planners.

**Reorders**
- A reorder is a subsequent order requesting planners/agendas for the same school year. Contact School Mate if you need to place a reorder.
- Custom Planner and Agenda reorders require a minimum of 25. Value Planner and Agenda reorders require a minimum of 10. Undated Agenda reorders require a minimum of 60. School Events Agenda reorders require a minimum of 100.

**Payment**
- Orders will be invoiced upon shipping. Payment from schools or school districts is due Sept. 1, 2022. Payment for orders shipped after Sept. 1, 2022 is due upon receipt. Accounts 30 days past due will be charged 1½% interest per month (16% annum) or maximum allowed by law. The Customer is liable for any collection fees incurred. School Mate reserves the right to require prepayment. All prices are based on USA currency.
- Order and all material must be received to invoice early. Delayed shipping and invoicing are also available.
- If order is canceled, the Customer is liable for any costs in preparation or production of the order.
- NE and FL orders only: To avoid paying sales tax, NE orders must submit Form 13 (NE Exempt Sales Certificate). FL orders must submit Form DR-13 (Resale Certificate) or DR-14 (Consumer’s Certificate of Exemption).

**Free Proof**
- Proofs are emailed for material that require typesetting or design (handbook pages, advertising, cover). Proofs are not sent for press-ready handbooks.
- Provide a proof contact person and contact info (phone/email), or order will be delayed. Proofs are emailed after order is received if proof was not approved upon ordering. Customer must approve the proof within 3 business days to avoid delays.
- Overlooked errors or material inadequately submitted by the Customer are considered Customer errors.

**Production**
- Production begins the day after the completed, signed order form and all material is received. Delayed material will delay production and ship date.
- Normal or Rush Production time does not include weekends, holidays, or shipping time. See chart below. Normal Production time is estimated as seasonal demands, shortages, or any other reasonable causes can affect it.
- School Mate is not responsible for requested changes after the book is in process. Changes to orders or production halts will incur charges and delay shipping.

**Value Planners/Agendas & Undated Agendas**
- KGA, PRA, ELA, MS, NVA, HSA, CLA, SRA, AGA, USA
- Production Time.................................................................1–2 weeks

**Custom Planners/Agendas**
- KGB, KGC, PEB, PRC, ELB, ELC, MSB, MSC, NVB, NVC, HSB, HSC, CLB, CLC, SRC, SRB, SRC, AGB, AGC, TB, TC, QB, QC
- Normal Production..............................................................6 weeks
- Rush Production..............................................................4 weeks

**Shipping**
- Allow 2–8 business days for delivery within the 50 states. For APO and FPO orders, allow approx. 6–12 weeks (USPS does not guarantee a service commitment for APO and FPO addresses).
- All orders within the 50 states ship via UPS ground or truck from Kearney, NE. APO and FPO orders ship via standard post. To prevent shipping delays, School Mate reserves the right to deny Customer-specified carriers or accounts. Shipping charges within the contiguous USA are 50¢ per book. AK, HI, APO, and FPO orders cost extra; call for charges.
- UPS will deliver to the door only. Truck drivers are not required to unload. The Customer may be responsible for unloading items.
- Choose a delay ship date, if needed, to ensure someone is available to receive order (not available for APO/FPO orders). If order is returned to School Mate because no one was available to receive the order, or if freight is rerouted, the Customer is liable for extra charges.
- Books cannot be returned for any reason.
- Defective books, not due to shipping damage, must be reported to School Mate within 90 days of ship date. School Mate reserves the right to repair, replace, or credit defective books. Book damage due to shipping or any other shipment issues must be reported within 7 days. The Customer must retain all packaging, including boxes, for a claim to be made.
- School Mate is not responsible for delays in shipping or receipt of order due to strikes, shortages, heavy seasonal demand, or any other reasonable causes beyond School Mate’s control.
Reference RFP - #R222780 Student Planners

Dear Loudoun County Public Schools,

Thank you for the opportunity to again bid on student planners. We have been in the student planner business for 34 years and print and bind everything here in the United States, and have been a vendor with your district for many years now.

We produce a high-quality student planner with many different planner options for all grade levels, and varying styles of planners. We also offer over 100 custom cover options, all of which can be seen on our website at www.successbydesign.com.

I have attached our pricing matrix for your district showing our discounted pricing for your district that varies from 5% to 20% off depending on the style of planner ordered and the quantity. I have also attached our ordering form and catalog showing the many styles and cover choices available. Schools can also contact me directly on my cell phone at 304-209-2154 for a customized quote based on the needs of the school. Again, all of our planner options and covers are available on our website at www.successbydesign.com.

At Success by Design, we understand how important it is for educators to find the right tools for student success. When it comes to buying materials in bulk, teachers and campus administrators feel the weight of that responsibility twice over. No one wants to spend their limited resources on a product their students are just going to set aside. Rest assured in your decision when you buy student planners in bulk from Success by Design. Together, we’ll help instill healthy study habits, transforming your students into lifelong learners.

If you have any questions or comments, feel free to contact me directly. My office hours are 8:30am-5pm EST. I look forward to working with you again.

Educationally Yours,

Megan Walker
National Sales Manager
Success by Design, Inc.
Planners with a Purpose!

STEM STUDENT PLANNERS!
3741 Linden Ave SE
Wyoming, MI 49548
Cell: 304-209-2154 Office 616-247-1824
Fax- 616-247-4648
BASE LIST PRICE

STOCK PLANNERS (min. order 25) are basic planners without bound options. You may choose from any available cover. The STOCK PLANNER base price is determined by quantity.

<table>
<thead>
<tr>
<th>Planner Quantity</th>
<th>50–99</th>
<th>100–249</th>
<th>250–999</th>
<th>1,000+</th>
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<tr>
<td>Success by Design Student Planners (Character Line, All Levels)</td>
<td>$2.60</td>
<td>$2.45</td>
<td>$2.44</td>
<td>$2.33</td>
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<tr>
<td>STEM Student Planners (Stock Planner, All Levels)</td>
<td>$3.41</td>
<td>$3.12</td>
<td>$2.92</td>
<td>$2.80</td>
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CUSTOM PLANNERS (min. order 100 – Shipping Extra) are planners which include any bound options or cover personalization. You may choose from any available cover. Non-Bound options are also available for CUSTOM PLANNER orders. The CUSTOM PLANNERS base price is determined by quantity. CUSTOM PLANNER orders require special attention to detail. Many options must be hand-collated into the planners before binding, resulting in a higher base price. Please allow 8 weeks processing.

View our CUSTOM COVER options here: [https://www.successbydesign.com/collections/all-covers](https://www.successbydesign.com/collections/all-covers)

<table>
<thead>
<tr>
<th>BOUND OPTIONS</th>
<th>School Handbook - Black</th>
<th>School Handbook - Color</th>
<th>Custom Large Cover - Laminated 1/0 (One Sided, color or B/W)</th>
<th>Custom Large Cover - Laminated 1/1 (Two Sided, color or B/W)</th>
<th>Hall Pass - All Levels</th>
<th>Teacher Pack - Teacher Insert, Lesson Planning, and Grade Records</th>
<th>Ruler PF - Page Finder</th>
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Custom Planner Shipping Schedule

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<th>Print-Ready Materials Received By:</th>
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<td>May 27</td>
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<td>June 3</td>
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<td>June 17</td>
<td>August 12</td>
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<tr>
<td>June 24</td>
<td>August 19</td>
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**CUSTOM SHIPPING SCHEDULE**

<table>
<thead>
<tr>
<th>Print-Ready Materials Received By</th>
<th>Order Ships By</th>
</tr>
</thead>
<tbody>
<tr>
<td>May 20</td>
<td>July 8</td>
</tr>
<tr>
<td>May 27</td>
<td>July 15</td>
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<tr>
<td>June 3</td>
<td>July 29</td>
</tr>
<tr>
<td>June 17</td>
<td>August 12</td>
</tr>
<tr>
<td>June 24</td>
<td>August 19</td>
</tr>
</tbody>
</table>

(6-8 Weeks Custom Shipping Schedule)

Custom orders may be completed prior to the scheduled ship date. Please indicate any time periods when your school cannot accept a shipment during the summer months. Please mark this on the order so we do not ship an order to a closed school.

**2022-23 SUCCESS BY DESIGN ORDER FORM—BILLING INFO**

Contact Name: ____________________________  Purchase Order No: ____________________

School: ____________________________

Address (NO P.O. Boxes, APO/FPO, or AE addresses): __________________________________________

City/State/Zip: ____________________________________________________________

Email: ___________________________________________________________________________  Phone #: (___) _________________________

Summer/Alt. Phone #: (___) ______________________________________________  FAX #: (___) ______________________________________

**PLEASE NOTE:** Orders will not be processed without a summer/alternate phone number listed above.

**DELAYS IN RECEIVING PRINT-READY MATERIALS WILL SUBSEQUENTLY DELAY SHIP DATE.**

Date handbook and artwork due at Success by Design office: ____________________  Ship by: ________________

May we ship your order early? List exceptions: _____________________________________________

**SHIPPING ADDRESS (IF DIFFERENT THAN BILLING ADDRESS) (NO P.O. Boxes, APO/FPO, or AE addresses)**

School: ____________________________________________

Address (NO P.O. Boxes, APO/FPO, or AE addresses): __________________________________________

Phone #: (___) ___________________________  FAX #: (___) ___________________________  Alt. Phone #: (___) ___________________________

**QTY** | **CODE** | **DESCRIPTION** | **CUSTOM COVER (Imprint info below)** | **UNIT PRICE** | **EXT. AMOUNT**

- ☐ Yes ☐ No ☐ N/A
- ☐ Yes ☐ No ☐ N/A
- ☐ Yes ☐ No ☐ N/A
- ☐ Yes ☐ No ☐ N/A
- ☐ Yes ☐ No ☐ N/A
- ☐ Yes ☐ No ☐ N/A

**QTY** | **COVER CODE** | **PAPER CODE** | **INK CODE** | **MASCOT CODE** | **FONT CODE** | **CUSTOM COVER INFORMATION—Imprint (Please print clearly)**

- ☐ Yes ☐ No ☐ N/A
- ☐ Yes ☐ No ☐ N/A
- ☐ Yes ☐ No ☐ N/A
- ☐ Yes ☐ No ☐ N/A
- ☐ Yes ☐ No ☐ N/A
- ☐ Yes ☐ No ☐ N/A

**QTY** | **PRICE PER PAGE** | **TOTAL PAGES** | **PAPER COLOR** | **HANDBOOK ORDER WORKSHEET—A page is one side of a sheet of paper.**

* All materials must be “print ready” when sent. Please email handbooks to sales@successbydesign.com

- ☐ Yes ☐ No ☐ N/A
- ☐ Yes ☐ No ☐ N/A
- ☐ Yes ☐ No ☐ N/A
- ☐ Yes ☐ No ☐ N/A
- ☐ Yes ☐ No ☐ N/A
- ☐ Yes ☐ No ☐ N/A

**SPECIAL INSTRUCTIONS**

Custom orders may be completed prior to the scheduled ship date. Please indicate any time periods when your school cannot accept a shipment during the summer months. Please mark this on the order so we do not ship an order to a closed school.

**SHIPPING CHARGES**

ZONE LOCAL: 8% Shipping: MI
ZONE 1: 11% Shipping: AR, D.C., DE, IA, IL, IN, KS, KY, MA, MI, MO, NJ, OH, PA, TN, VA, WI, WV
ZONE 2: 13% Shipping: AL, CO, CT, FL, GA, LA, MA, ME, MN, MS, ND, NE, NH, NM, NY, NC, OK, RI, SC, SD, TX, UT, VT
ZONE 3: 14% Shipping: AZ, CA, ID, MT NV, OR, WA, WY

**SUBTOTAL**

Prices are subject to change without notice.

**SHIPPING**

Please see the Shipping Charges box to your left. A minimum charge of $7.50 for all orders. Outside the continental U.S. please call for shipping charges.

**GRAND TOTAL**

N/A

Customer Signature: ___________________________  Date: ___________________________
Take advantage of **Mix and Match pricing** to save money. Combine any number of different planner styles and use the total quantity for your discount pricing. Combine schools in a district to get an even better deal!

**We specialize in service!** Our customer service representatives are here to answer your questions, help you choose a planner, or track your order. Our job is to make your job easier and your experience amazing. Please call 800-327-0057 to speak to one of our customer service representatives today.

Success by Design is proudly affiliated with the **ASCD** (Association for Supervision and Curriculum Development) and the Association of Middle Level Education (**AMLE**).

**Follow us on:**
- **Facebook**
- **Twitter** @sbd_planners
- **YouTube**

**You Make A Difference!**

**When You Teach Character Education** you have the opportunity to make an important difference in the lives of your students. Character education is essential to student success. When students are taught how to cooperate, work as a team, and respect others—they excel in their education.

**Build a School of Character**

Choosing a student planner from the Character Series (p. 4, 6, 11 and 14) or selecting a Character Insert (p. 34-35) is a great way to build a school of character. Adding an emphasis on character education, you will have a tool to make a difference in each student’s life each and every day.
Our Planner Representatives
Make Ordering Easy

Please call 800-327-0057 to place an order today!
or email sales@successbydesign.com

Specially trained representatives are standing by waiting to help you decide the features for your school’s planner. They can help you choose the planner and custom options that are the best fit for you and your students. Let us make choosing your school planner easy!

Stock Planner or Customized Planner? You Decide!
Choose from a wide selection of custom covers, mascots and font options. Or, design your own planner cover and send it to us. You can also view our stock and custom designs online and order your planner on our website at www.successbydesign.com.

Stock Planners Usually Ship Within 48 Hours!

Extra Savings!

Shipping

Please allow 6-8 weeks processing time for custom orders received between May 1, 2022 and July 1, 2022.

Help us avoid shipping your order to a closed school!
We strive to complete and ship custom orders ahead of schedule. Please indicate any time periods when your school cannot accept a shipment during the summer months.

Easy Payment Terms

We know schools and districts. We will structure a payment plan tailored to your needs. Standard payment terms are net 30 days. Pay by check, credit card, or EFT. Extended terms or delayed billing option are available to qualifying schools and districts. Please contact our customer service department at 800-327-0057 for complete information.

Your Satisfaction Guaranteed

Success by Design employs skilled trades people dedicated to producing quality products you will be proud to purchase and utilize. Many of our customers have been with us since the beginning—they’re our best advertisement! Our goal is your total and complete satisfaction. If our quality or service does not meet your expectations, contact us and we will gladly replace it or offer you a refund.

Early Order Discounts

Place your order in the months of January–March and receive a discount on your student planner order for the 2022–2023 school year!

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<td>March 2022</td>
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Speak with a friendly customer service representative at 800-327-0057
PRIMARY LEVEL

Help Your Primary Students Stay Organized

My Planner

WEEKLY
Each week appears on a two-page spread with space for daily communication.
Full-color, 128 journal size pages (each page is 8 ¼” x 10 ¾”)

DATED
From 7/25/22 to 6/25/23

WITHOUT SUBJECTS
Students have plenty of room to tailor planning spaces to their individual needs.

My Planner, a favorite pick among primary educators, is designed to better accommodate students, teachers, and parents. There are large daily writing spaces for the students and a daily communication block for teachers and parents to share messages.

Each WEEKLY SPREAD exhibits a character word and a definition along with a weekly READING LOG. It also includes MONTHLY SPREADS featuring month-at-a-glance calendars with a MY GOALS space and a kid-approved activity.

MONTHLY CALENDARS and RESOURCE PAGES are included.

QUALITY MATTERS. This planner comes with a laminated front cover, black rigid poly back cover, rounded corners and plastic coil binding.

Complement Your Planner with a Bully or Character insert (p. 34)

SAVE MORE when you buy in bulk

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SKU: 1020D

SUCCESS BY DESIGN  Page 7 of 34
Our Primary STEM Planner is designed for kindergarten through 2nd grade students and taps into their curiosity and ability to absorb new information. With adult guidance, children using it not only learn how to keep track of their daily activities, but also how SCIENCE, TECHNOLOGY, ENGINEERING, and MATH are all a big part of life!

Discover how this educational resource can help your youngest students take that crucial first step in developing an appreciation for these subjects. Our unique student planner emphasizes a different STEM-related topic every month of the school year. Each week contains sections that assist primary level students in learning more about this featured topic with the help of STEMazing facts!

MONTHLY CALENDARS and RESOURCE PAGES are included.

QUALITY MATTERS. This planner comes with a laminated front cover, black rigid poly back cover, rounded corners and plastic coil binding.

SAVE MORE when you buy in bulk  SKU: PSTEM

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PSTEM WEEK

PSTEM MONTH

UPDATED CONTENT
Our Best-Selling Character Planner

Build Character...Build Community

Build Character...Build Community, with a NEWER, FRESH DESIGN, is CHARACTER EDUCATION focused. Each month highlights a character attribute with an expanded literacy section. Each week includes a theme related MICRO STORY and CONNECTING THE DOTS content that relates to the story.

There is space to record homework in LANGUAGE ARTS, MATHEMATICS, SCIENCE, and SOCIAL STUDIES with additional space to plan for other subjects.

READING LOG is a space to record book title(s) plus the total minutes read for the day.

MESSAGE SPACE is where teachers share messages with the student’s parent or guardian.

A weekly SPELLING LIST of up to 25 words may be recorded and saved right in the planner.

MONTHLY CALENDARS and RESOURCE PAGES are included.

QUALITY MATTERS. This planner comes with a laminated front cover, black rigid poly back cover, rounded corners and plastic coil binding.

**WEEKLY**
Each week appears on a two-page spread.
Full-color, 128 journal size pages (each page is 8 1/4" x 10 3/4")

**DATED**
From 7/25/22 to 12/16/22 & 1/2/23 to 6/25/23
Condensed Holiday Weeks for 12/19/22 to 12/20/22

**WITH SUBJECTS**
Space to record four subjects: Language Arts, Mathematics, Science, and Social Studies, plus room for 2 additional subjects.

---

**1090D WEEK MATRIX FORMAT**

<table>
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<tr>
<th>SUBJECTS</th>
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<td>Mathematics</td>
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<tr>
<td>Science</td>
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<td>Social Studies</td>
<td>up to 25 words</td>
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<td>2 additional subjects</td>
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**READING LOG**
A space to record book title(s) plus the total minutes read for the day.

**MESSAGE SPACE**
Where teachers share messages with the student’s parent or guardian.

**SELF EVALUATION**

**SPELLING WORDS**

---

**SAVE MORE when you buy in bulk SKU: 1090D or 2020D**

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QUESTIONS? Call us at 800-327-0057
SUCCESS BY DESIGN Page 9 of 34
Block Format Option
Our popular Elementary Character Planner is also available in a weekly block format. The 2020D includes the same content as the 1090D.

Complement Your Planner
HomeworkMaster Wall Chart HM Vertical for the 1090D and the HM Horizontal for the 2020D (p. 32)
HomeworkMaster Wall Chart HM5040 will ensure that students use their planners correctly. (p. 32)

**The Daily Student Planner — Undated**

The Daily Planner is a favorite of teachers and students alike. It features LARGE WRITING AREAS that allow students to enter complete notes. It includes spaces to notate what to TAKE HOME as well as what to BRING TO SCHOOL.

There is adequate space to identify MISSING WORK and room for TEACHER MESSAGES and PARENT MESSAGES so that parent/teacher communications can be ongoing throughout the school year.

MONTHLY CALENDAR and RESOURCE PAGES are included.

*2 planners will be needed for a full school year.

**The Daily Student Planner — Dated**

This planner features large writing areas. In addition to providing ample space to record assignments, each day also has space to accommodate messages to and from parents. A REMEMBER section allows students to note those things they must bring to school as well as those they must bring from school.

MONTHLY CALENDAR and RESOURCE PAGES are included.

**SAVE MORE when you buy in bulk**

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**QUALITY MATTERS.** These planners come with a sturdy laminated front cover, black rigid poly back cover, rounded corners and plastic coil binding.
Our Elementary STEM Planner is geared toward students in grades 3-5. It cultivates their curiosity and interest in the world around them. With adult guidance, students using it not only learn how to keep track of their daily homework assignments and activities but also how SCIENCE, TECHNOLOGY, ENGINEERING, and MATH are all tremendously important to the world around them—and their own lives!

This learning tool emphasizes for your elementary students a different STEM-related topic every month of the school year. Each week the sections assist young minds in learning more about this featured topic while at the same time developing within them an appreciation for STEM itself.

MONTHLY CALENDARS and RESOURCE PAGES are included.

QUALITY MATTERS. This planner comes with a laminated front cover, black rigid poly back cover, rounded corners and plastic coil binding.

SAVE MORE when you buy in bulk  SKU: ESTEM

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Enhance your planner with an Elementary Character insert (see p. 34)
Assignment Notebooks
Get to the Point

The Assignment Notebook — Semester-long*

**The Assignment Notebook — The Standard ANS**
DAILY: Each weekday appears on a single page.
Two color, 112 journal size pages (8 ¼" x 10 ¾")
UNDATED: SEMESTER-LONG* with 96 days
MONTHLY CALENDARS and RESOURCE PAGES are included.

**QUALITY MATTERS.** Each Assignment Notebook comes with a laminated front cover, black rigid poly back cover, rounded corners and plastic coil binding.

*2 assignment notebooks will be needed for a full school year.

The Assignment Notebook — Year-long

**The Assignment Notebook — Dated, Year-long ANSD**
DAILY: Each weekday appears on a single page.
Two color, 224 journal size pages (8 ¼" x 10 ¾").
DATED: Year-long daily pages from 8/8/22 to 12/16/22 and 1/2/23 to 6/9/23. Includes condensed Holiday Weeks for 12/19/22 to 12/30/22

The Assignment Notebook — Undated, Year-long ANS2Y
DAILY: Each weekday appears on a single page. Two color, 208 compact size pages (5 ¼" x 8 ¼").
UNDATED: YEAR-LONG with 192 days

**SAVE MORE when you buy in bulk**

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**SKU: ANS, ANS2Y or ANSD**

SUCCESS BY DESIGN
Plan Better. Live Boldly, our NEWLY UPDATED intermediate/middle school planner, features a BOLD and PLAYFUL DESIGN geared towards BUILDING GOOD CHARACTER in grades 5-8. It introduces students to valuable character traits and explores the importance of good character. Along with engaging monthly content, the weekly THINK, FEEL, and ACT sections encourage students to SELF-EVALUATE THEIR CHARACTER and implement it in their daily lives. There are also weekly prompts to check in on how well they are integrating these GOOD CHARACTER LESSONS.

This planner allows students to plan throughout the year along with helping them prepare for their future. Teachers can incorporate the monthly character themes and fun challenges from this planner into their lessons.

MONTHLY CALENDARS and RESOURCE PAGES are included.

QUALITY MATTERS. This planner comes with a laminated front cover, black rigid poly back cover, rounded corners and plastic coil binding.

Save more when you buy in bulk SKU: 2045D

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</table>

Speak with a friendly customer service representative at 800-327-0057
MIDDLE SCHOOL

Consistent Planning Ensures Student Success


NEW DESIGN!

WEEKLY
Each week appears on a two-page spread.
Full-color, 128 journal size pages (each page is 8 ¼" x 10 ¾")

DATED
From 7/25/22 to 6/25/23

WITH SUBJECTS
Space to record four subjects: Language Arts, Math, Science and Social Studies plus room for 3 additional subjects and after school planning.

Prepare. Excel. Succeed. has an UPDATED MODERN DESIGN with the SAME WEEKLY FORMAT you love! It is a favorite among students and teachers, with LARGE PLANNING SPACES and features that include: WEEKLY STANDARDIZED TEST QUESTIONS and a VOCABULARY WORD, space for WEEKLY GOAL PLANNING, and PARENT/TEACHER COMMUNICATION. This planner includes MONTHLY CALENDARS, STUDY SKILLS pages, and HALL PASSES. The 2025D also has AFTER SCHOOL PLANNING each day!

QUALITY MATTERS. This planner comes with a laminated front cover, black rigid poly back cover, rounded corners and plastic coil binding.

SAVE MORE when you buy in bulk  SKU: 2025D

Bulk Pricing: (Quantity) 1000+ 500-999 250-499 100-249 50-99 2-49
Price Each $3.08 $3.56 $3.58 $3.81 $5.26 $6.04

QUESTIONS? Call us at 800-327-0057
SUCCESS BY DESIGN  Page 15 of 34
Middle School STEM Planner

Our Middle School STEM Planner is designed with 6th through 8th graders in mind. It is meant to ENHANCE STUDENTS’ UNDERSTANDING of the importance of STEM—not only in today’s world—but also to them personally at an especially formative time of their lives. This educational resource emphasizes a different STEM-related topic every month of the school year. Each week features a QUESTION OF THE WEEK, INNOVATION, and STEM CAREER DESCRIPTION and OUTLOOK for students who are beginning to consider the possibilities for their own futures.

MONTHLY CALENDARS and RESOURCE PAGES are included.

QUALITY MATTERS. This planner comes with a laminated front cover, black rigid poly back cover, rounded corners and plastic coil binding.

SAVE MORE when you buy in bulk  SKU: MSTEM

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Enhance your planner with an Elementary Character insert (see p. 34)
HELP STUDENTS BUILD CHARACTER

**Life’s Your Stage...Step it Up!**

Our *Life’s Your Stage...Step it Up!* now has a NEW, MODERN DESIGN! This planner prepares students for the next step whether it be college or a career. It features a BOLD DESIGN and LARGE PLANNING SPACES. Similar to the 2045D, this planner focuses monthly on engaging character content, and weekly content including inspiring, character-driven tips and quotes. Other features include WEEKLY GOALS/NOTES, long term planning, and weekly VOCABULARY WORDS.

This planner also includes MONTHLY CALENDARS, RESOURCE PAGES, and HALL PASSES.

**QUALITY MATTERS.** This planner comes with a laminated front cover, black rigid poly back cover, rounded corners and plastic coil binding.

**Complement Your Planner**
with a High School Character insert (p. 35)

**450D WEEK**

**450D MONTH**

**SAVE MORE when you buy in bulk**

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**QUESTIONS? Call us at 800-327-0057**

**SUCCESS BY DESIGN**  Page 17 of 34
High School STEM Planner

Our High School STEM Planner is designed for grades 9-12. It features 48 different STEM-related careers, achievements needed to pursue each one, and some benefits of doing so—all with the GOAL OF SPARKING WITHIN THE MINDS a sincere interest in the jobs of tomorrow for our next generation.

This planner emphasizes a different STEM-related topic every month of the school year. Each week features a STEM-related career, and PROVIDES FACTS, STATISTICS, and OUTLOOKS related to that career—a career that could have a POSITIVE IMPACT on both their own lives and the world at large.

MONTHLY CALENDARS and RESOURCE PAGES are included.

QUALITY MATTERS. This planner comes with a laminated front cover, black rigid poly back cover, rounded corners and plastic coil binding.

SAVE MORE when you buy in bulk

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Help Students Become College and Career Ready

Plan for Life

The Plan for Life, a 6” x 9” planner, focuses on preparing students for college and career. This planner features a sophisticated design and large planning spaces. It focuses on STUDY SKILLS for COLLEGE PREP and has a section for evening ACTIVITIES AND APPOINTMENTS. Planner features include LONG TERM PLANNING and WEEKLY STUDY TIPS. This planner has MONTHLY CALENDARS and RESOURCE PAGES.

QUALITY MATTERS. This planner comes with a laminated front cover, black rigid poly back cover, rounded corners and plastic coil binding.

Complement Your Planner
with a High School Character insert (p. 35)

SAVE MORE when you buy in bulk  SKU: 650D

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QUESTIONS? Call us at 800-327-0057
SUCCESS BY DESIGN  Page 19 of 34
CUSTOM COVERS

Build School Spirit
With these economical 2-color plus black covers.

Easy as:
1. Choose an imprint font
2. Choose your school colors
3. Add your school mascot
   (A selection of our mascots can be found at successbydesign.com by selecting a cover under Custom Planner Covers – School Spirit Covers.)

Minimum order 100.
Price is per book. Please add this price to the cost of your planner.

School Spirit & Full-Color Custom Cover Pricing

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SUCCESS BY DESIGN  Page 20 of 34
Fonts and Ink Colors

F01: Ad Lib
F02: Ashley Inline
F03: Bangle
F04: Beaches
F05: Broadway
F06: Capitals
F07: Cargo
F08: Cooper Black
F09: Copperplate
F10: Dan Casual
F11: Frankfurter
F12: Hobo
F13: Masonic Title Bold
F14: Old English Text
F15: Gc Handcraft
F16: P.T. Barnum
F17: Stencil
F18: Times Bold
F19: Washington Black
F20: Zapf Humanist Bold
F21: Graffiti
F22: Roundhand
F23: Stencil
F24: Marigold
F25: Liberty
F26: Serpentine
F27: College

101 Blue
102 Green
103 Turquoise
104 Maroon
105 Red
106 Orange
107 Violet
108 Black
109 Yellow
110 Marigold
119 Brown
120 Lt. Blue
126 Navy
127 Burgundy
128 Lemon
129 True Gold

Make Your Own Custom Cover

You and your students can create your own full-color custom design.

For Step-by-Step Instructions
https://successbydesign.com/resources/downloads

Speak with a friendly customer service representative at 800-327-0057
CUSTOM COVERS

Pre-designed Imprint Covers for All Grades

Available for all planners ordered in quantities of 100 or more

A great way to make your planners stand out is to CUSTOMIZE YOUR PLANNER COVERS. It is made easy by offering a wide selection of colorful, unique, pre-designed custom covers.

All these covers are printed with your school name. You can choose a more unique font to further personalize your covers from the font list on p. 23.

Please view our website for any future cover designs.

SAVE School Imprint Cover Pricing

SAVE MORE on large quantities

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Visit us at successbydesign.com
Speak with a friendly customer service representative at 800-327-0057
CUSTOM COVERS

NEW!

CC143

NEW!

CC140

CCA17

CC136

CC132

CC126

CC125

CC111

SAVE MORE on large quantities

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<tr>
<td>Price Each</td>
<td>$0.20</td>
<td>$0.25</td>
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</table>

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NEW!

SAVE MORE on large quantities

<table>
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<td>$0.25</td>
<td>$0.30</td>
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</tbody>
</table>

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Are you a STEM school, STEAM school, or a school with a strong technology focus?

We have a variety of wonderfully high-tech, brightly colored, futuristic and FUN DESIGNS to choose from!

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NEW!

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Your School Name

CC141

CC142

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CC131

CC130

CC129

CC128

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NEW!

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<table>
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<th>Bulk Pricing: (Quantity)</th>
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<td>$0.30</td>
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SUCCESS BY DESIGN  Page 28 of 34
**Represent Your School Mascot**

![Animal Covers](image)

**CC94**  
**CC95**  
**CC96**  
**CC97**  
**CC98**  
**CC99**

**Religious Covers**

Put your faith on display with one of our Religious School cover options! From whimsical to traditional, we have just the right look to represent your school’s beliefs.

![Religious Covers](image)

**CC70**  
**CC71**  
**CC72**  
**CC106**  
**CC107**

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### WALL CHARTS

#### Get the Most from Your Planners

**HomeworkMaster**

Wall Charts Let You Teach Students How to Plan

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Orientation</th>
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<tr>
<td>1090D</td>
<td>Build Character...Build Community - Matrix format</td>
<td>HM Vertical</td>
</tr>
<tr>
<td>2020D</td>
<td>Build Character...Build Community - Block format</td>
<td>HM Horizontal</td>
</tr>
<tr>
<td>ESTEM</td>
<td>Elementary STEM Planner</td>
<td>HM Vertical</td>
</tr>
<tr>
<td>5010</td>
<td>The Daily Student Planner - Semester-long</td>
<td>HM5040</td>
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<tr>
<td>5020</td>
<td>The Daily Student Planner - Year-long</td>
<td>HM5040</td>
</tr>
<tr>
<td>5020D</td>
<td>The Daily Student Planner - Dated</td>
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<tr>
<td>5040</td>
<td>The Daily Student Planner - No Subjects</td>
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</tr>
<tr>
<td>ANS</td>
<td>The Assignment Notebook</td>
<td>HM5040</td>
</tr>
<tr>
<td>ANSD</td>
<td>The Assignment Notebook - Dated, Year-long</td>
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<tr>
<td>ANS2Y</td>
<td>The Assignment Notebook - Year-long</td>
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<tr>
<td>2045D</td>
<td>Plan Better. Live Boldly.</td>
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</tr>
<tr>
<td>2025D</td>
<td>Prepare. Excel. Succeed.</td>
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<tr>
<td>MSTEM</td>
<td>Middle School STEM Planner</td>
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<tr>
<td>ANSR</td>
<td>Assignment Notebook - Religious</td>
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<tr>
<td>CSP</td>
<td>The Catholic Student Planner</td>
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<td>7020</td>
<td>The Daily Student Planner - Religious</td>
<td>HM7000</td>
</tr>
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Wall Charts are 26” x 40” or 40” x 26” and made of erasable 21 point laminated board. Two eyelets let you hang it easily in your classroom.

**Bulk Pricing:**

<table>
<thead>
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HANDBOOKS

Incorporate Your School Handbook in Your Planner

School handbooks contain important information students and parents need to access all school year long. Often separately published handbooks are misplaced causing students and parents to repeatedly seek information they've already been given. By incorporating your school handbook in each student’s planner you can assure that they'll always be available thereby saving time, money and hassle.

» Publish important school information.
» Share school holidays and breaks.
» Let students and parents know important school rules.

Handbook submission is easy! Templates are available through the DOWNLOADS section of our website or by working with our friendly Customer Service Representatives.

Handbook Pricing Notes:
1) A page is one side of a sheet of paper (sold in increments of 2).
2) Pricing is for usable Microsoft Word™ or PDF files.
3) A charge of $12/page will be added for typesetting, editing, or correcting your handbook. Call for details and information.

Handbooks may be inserted in all planners ordered in quantities of 100 or more.

Handbook Paper Color Options

<table>
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<th>Color</th>
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<tr>
<td>Cherry</td>
<td>CH</td>
</tr>
<tr>
<td>Blue</td>
<td>BL</td>
</tr>
<tr>
<td>Goldenrod</td>
<td>GR</td>
</tr>
<tr>
<td>Green</td>
<td>GN</td>
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</tbody>
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Note: Color representations are subject to the printing process and will be slightly different than shown.

For Step-by-Step Instructions
https://successbydesign.com/resources/downloads

Accessories

Ruler/Bookmark
This plastic bookmark is both a ruler and a bookmark. It's a sturdy 8 ¼” long by 1 ¾” wide with a die-cut tab so it can be fastened to the binding of the planner. Available for all planners, any quantity.
SKU: PM $0.35 each

Hall Passes
Track student movements and encourage accountability. These two double-sided card stock hall pass pages can be bound in the back of each planner you order. Minimum quantity 100.
SKU: HP $0.15 each

Speak with a friendly customer service representative at 800-327-0057
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PLANNER INSERTS

Take Your Planner to the Next Level With These Enhancements

The Bully Game

Help students recognize the four types of bullying: verbal, physical, social and emotional, and cyberbullying. This four page full-color insert teaches students the signs of bullying. It discusses the different “players” in “The Bully Game”—the bully, the victim, and the bystanders. It also provides solutions on how to identify bullying behavior, how to stop a bully, and how to help others who find themselves being bullied.

Available for all planners and assignment notebooks with page sizes 8 ¼” x 10 ¾” and 7” x 10 ¾” ordered in quantities of 100 or more.

SKU: BI   $0.25 each

Price is per book. Please add this price to the cost of your planner or assignment notebook.

Character Insert - Elementary

This four page full-color insert was written and designed especially for elementary and early middle school students. It promotes six positive character traits helpful in interpersonal relationships—caring, courage, honesty, respect, responsibility and citizenship.

Available for all planners and assignment notebooks with page sizes 8 ¼” x 10 ¾” and 7” x 10 ¾” ordered in quantities of 100 or more.

SKU: CP   $0.25 each

Price is per book. Please add this price to the cost of your planner or assignment notebook.
Teach Good Character Traits

Character Insert - High School

This **16 page** colorful Character Education insert targets upper middle and high school students. Students learn about the importance of caring, courage, integrity, respect, and honesty. They’ll see how responsibility, patience, cooperation, trustworthiness, and gratitude can make a positive difference in everyday life. And they’ll come to appreciate the importance of leadership, citizenship, accountability, tolerance, and self-control.

Each character trait includes discussion topics, a writing project, and classroom and student activities.

Available for all 6" x 9" and 5 ¼" x 8 ¼" planners ordered in quantities of 100 or more.

SKU: CPHS  $0.50 each

Price is per book. Please add this price to the cost of your planner or assignment notebook.

Teacher Pack

Our **3-part Teacher Pack** features our popular 16-page TEACHER RESOURCE PAGES, 80 pages for GRADE RECORDS, and 96 LESSON PLANNING pages. As part of the first 16 pages you’ll find the following resources and planning space: Substitute Teacher Instructions, Class Schedules, Seating Charts, Student Information Records, Student Birthdays, Long-Term Planning, Field Trip Planning, and Important Contacts. This is a wonderful supplement to turn any planner into an official Teacher Planner!

SKU: TP  $2.75 each
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