



Erie | North East | Pittsburgh | Jamestown, NY

Knox McLaughlin Gornall & Sennett, P.C.

120 West Tenth Street | Erie, PA 16501-1461

814-459-2800 | www.kmgslaw.com

Jennifer E. Gornall

jgornall@kmgslaw.com

May 16, 2025

Mr. Matthew LaVerde
Erie County Technical School
8500 Oliver Road
Erie, PA 16509

RE: Rates – July 1, 2025 – June 30, 2026

Dear Mr. LaVerde:

Please know that we value our relationship with you, and look forward to continuing to serve you throughout 2025 – 2026 school year. The Knox Law Firm appreciates the public service that you provide, and as such, we have traditionally charged our public sector clients a deeply discounted rate for legal services. We are happy to be able to continue to offer you such discounted rates this year.

The following is our proposed rate schedule for our services, for the upcoming 2025 – 2026 school year (July 1 – June 30):

	<u>Shareholder</u>	<u>Associate</u>
General Solicitor Services	\$185/hour	
Special Education Services and Title IX matters	\$245/hour	\$215/hour
Labor and Employment Services	\$240/hour*	\$185-205/hour
Litigation Services (including RTKL appeals)	\$250/hour	\$200/hour
Tax Assessment Appeals	\$250/hour	\$200/hour
Municipal Finance/Bond Issue	Negotiated on a per transaction basis	
Paralegal Services	\$125/hour	
Administrative staff/clerical services	No charge	
Mileage	IRS rate	

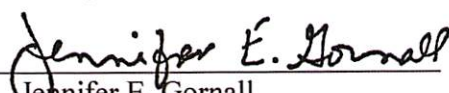
*Lead labor counsel on this file bills at the rate referenced above. Note that other shareholders in the labor department, who may do work on your file from time-to-time bill at rates ranging from \$225-240.

Enclosed with this letter is a Reconfirmation of Terms of Legal Engagement.

Thank you for allowing us to continue to serve you. Should you have any questions, please do not hesitate to reach out to me or any other Knox attorney with whom you work. I remain,

Very truly yours,

KNOX McLAUGHLIN GORNALL &
SENNETT, P.C.

By: 
Jennifer E. Gornall

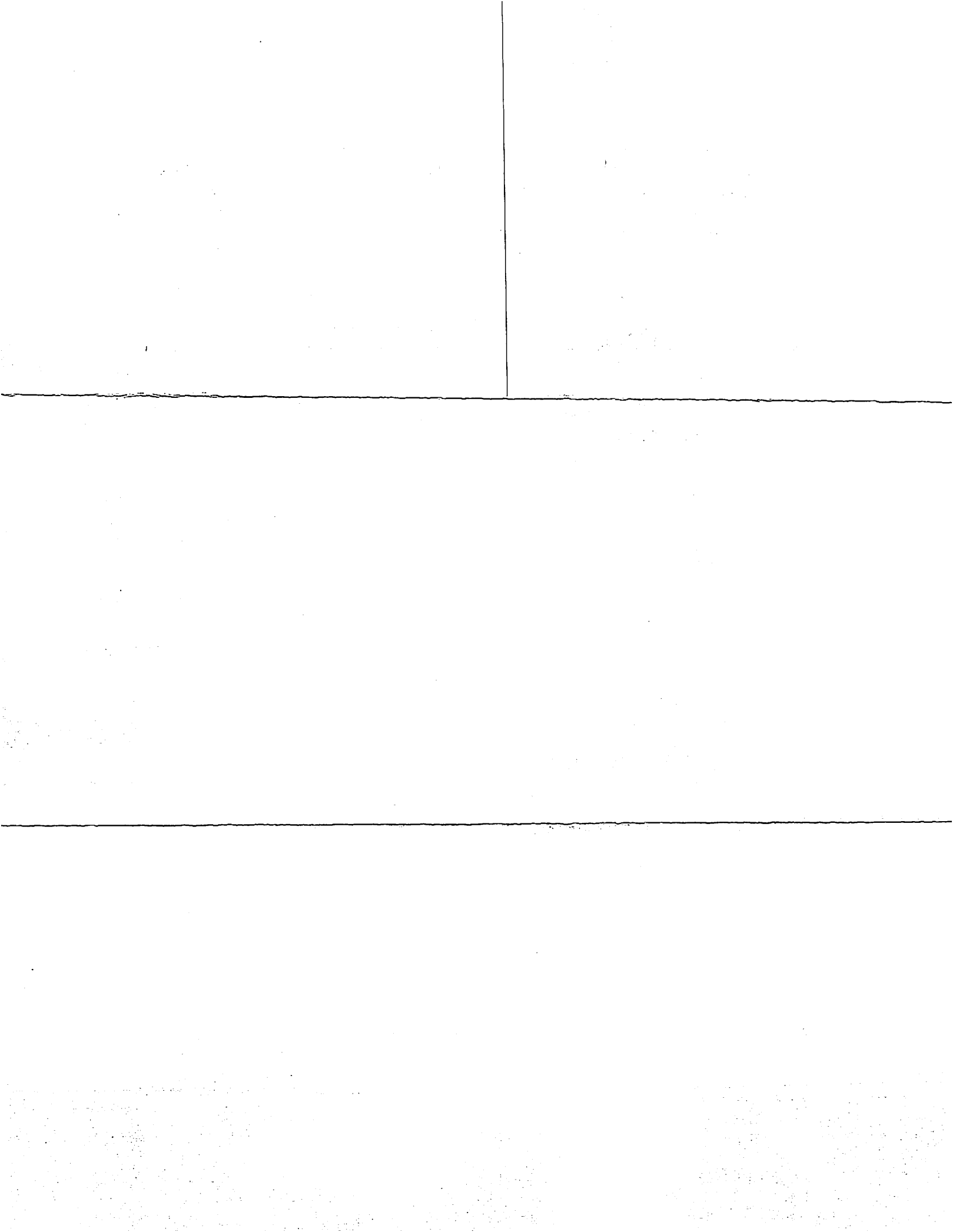


EXHIBIT A

RECONFIRMATION OF TERMS OF LEGAL ENGAGEMENT

This is to reconfirm the terms and conditions of our engagement to provide you with general municipal legal services on legal matters that are brought to our attention by you or which come to light in association with other current legal matters.

The fees for our legal services are included within the letter forwarding this Reconfirmation of Terms of Legal Engagement. In addition to those rates, you shall be responsible for all out-of-pocket expenses incurred by us in the undertaking of this matter. The rates are subject to periodic increases.

You will be billed for our services on a monthly basis. Significant out-of-pocket expenses paid on your behalf may be billed separately on a more frequent basis. We would anticipate being paid no more than thirty (30) days after an invoice date.

All final documents prepared for you as well as any documents or property you provided to us will be given to you upon conclusion of each matter. If your organization maintains a records management policy that dictates specific procedures, please provide the firm with a copy of the policy. Otherwise, the firm will retain the pertinent contents of your file, both paper and electronic, for a minimum of five (5) years, after which time it will be destroyed without further notice to you.

Every effort will be made to expedite your legal matters promptly and efficiently according to the highest legal and ethical standards. We will keep you as fully informed as possible of all the time we devote to your matters.

Unless you advise us otherwise, we may communicate confidential information, including attached documents, to you via email. You should understand that email, by its nature, is not secure. Network administrators and internet service providers are able to view the contents of your emails.

PRIVACY POLICY

Lawyers, as providers of certain personal services, are now arguably required by the Gramm-Leach-Bliley Act to inform their clients of their policies regarding privacy of client information. Our law firm understands your concerns as a client for privacy and the need to ensure the privacy of all your information. Your privacy is important to us and maintaining your trust and confidence is a high priority. Lawyers have been and continue to be bound by professional standards of confidentiality that are even more stringent than those required by such Act. Therefore, we have always protected your right to privacy. The purpose of this notice is to explain our Privacy Policy with regard to personal information about you that we obtain and how we keep that information secure.

NONPUBLIC PERSONAL INFORMATION WE COLLECT

We collect nonpublic personal information about you that is provided to us by you or obtained by us with your authorization or consent.

WE DO NOT DISCLOSE ANY PERSONAL INFORMATION ABOUT OUR CLIENTS OR FORMER CLIENTS TO ANYONE, EXCEPT AS PERMITTED BY LAW AND ANY APPLICABLE STATE ETHICS RULES.

We do not disclose any nonpublic personal information about current or former clients obtained in the course of representation of those clients, except as expressly or impliedly authorized by those clients to enable us to effectuate the purpose of our representation or as required or permitted by law or applicable provisions of codes of professional responsibility or ethical rules governing our conduct as lawyers.

CONFIDENTIALITY AND SECURITY

We retain records relating to professional services that we provide so that we are better able to assist you with your professional needs and to comply with professional guidelines or requirements of law. In order to guard your nonpublic personal information, we maintain physical, electronic, and procedural safeguards that comply with our professional standards.