


# MEMORANDUM

October 28, 2021

Action Required - ANNUAL



Office of Finance and Operations  
MONTGOMERY COUNTY PUBLIC SCHOOLS  
Rockville, Maryland

**TO:** All Principals  
**FROM:** Eugenia S. Dawson, Chief of Finance and Operations   
**SUBJECT:** *Distribution of Letters for Piano Loaner Program*

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## Summary

Montgomery County Public Schools (MCPS) has a business partnership with Schaeffer's Piano Company, Inc., where they provide 15 grand, upright, and digital loaner pianos to MCPS at no cost. MCPS provides maintenance for the instruments and informs our students, parents, and guardians of the partnership.

## Background

Schaeffer's Piano Company, Inc., has a public sale of instruments twice a year—the first sale is scheduled for November 13–20, 2021. During this time, the public can purchase pianos at reduced prices. Our partnership with Schaeffer's Piano Company, Inc., commits MCPS to provide the notice of this sale to each student.

## Important Dates

- Between Monday, November 1, 2021 through Wednesday, November 10, 2021, please develop and transmit a Connect-ED message to your school community and attach the pdf of the Piano Sale Letter provided with this memo.

## Action Required

- Please post the attached Piano Sale Letter on your school webpage, and transmit the Connect-ED message with a pdf attachment of the Piano Sale Letter to your school community by **Wednesday, November 10, 2021**.

## Additional Information

Please contact Rachel C. DuBois, director, Department of Materials Management, at 301-279-3348 or via e-mail [Rachel C DuBois@mcpsmd.org](mailto:Rachel.C.DuBois@mcpsmd.org).

Attachment (Piano Sale Letter Nov 2021.pdf)

## MONTGOMERY COUNTY PUBLIC SCHOOLS

*Expanding Opportunity and Unleashing Potential*

OFFICE OF FINANCE AND OPERATIONS

November 5, 2021

Dear Staff, Parents, and Guardians:

We are pleased to inform you of an opportunity to purchase a piano for your family. Montgomery County Public Schools (MCPS) has an agreement with Schaeffer's Piano Company, Inc., to provide MCPS with new grand, upright, and digital pianos to be used in schools. Schaeffer's Piano Co. Inc., located in Rockville, Maryland, is the area's oldest piano store. This agreement also provides MCPS families and staff an opportunity to purchase these and other pianos for considerably reduced prices at an annual piano sales event.

This year's liquidation sales event will take place the week of November 13–20, 2021, at 105 North Stonestreet Avenue, Rockville, Maryland 20850. In order to provide a safe and healthy environment and to ensure that proper distancing can be maintained, this year's sale will be by appointment only with a limited number of appointment times available. All pianos will carry a 15-year transferable warranty. Each piano will come with a bench and one free in-house tuning.

For additional information, you may visit the Schaeffer's Piano Company, Inc., website at [www.schaefferspiano.com](http://www.schaefferspiano.com). To make an appointment for November 13–20, please call the Schaeffer's Piano Company appointment desk at 301-424-1147.

We are grateful to be working with Schaeffer's Piano Company, Inc., to support our school music programs and help MCPS keep new and well-maintained instruments in our schools each year. If you have any questions, please contact Schaeffer's Piano Company, Inc., at 301-424-1144.

Sincerely,



Eugenia S. Dawson  
Chief of Finance and Operations