

Wenatchee School District Board of Directors



WSD Regular Board Meeting

November 28, 2017

District Office Agenda

6:00 PM

	TIME
I. OATH OF OFFICE: The Honorable Lesley Allan, Superior Court Judge	10 Min
II. PLEDGE OF ALLEGIANCE	
III. REORGANIZATION OF THE BOARD	02 Min
	02 Min
Minutes: Reg. Bd. Mtg. 11/14/17	Action 1+
Vouchers/Payroll	Action 2+
Personnel Report	Action 3+
Contracts	Action 4+
Policy #3416 - 2 nd Reading	Action 5+
Surplus Report	Action 6+
WenEA Contract	Action 7+
IV. CITIZEN COMMENTS:	03 Min
V. ASB REPORTS: WHS & WSHS	Information 05 Min
VI. WENATCHEE LEARNS STRATEGIES:	45 Min
Strategy 4: Balance Change for All with Excellence for All	
<i>Objective 4.4 Highly Trained & Engaged Staff Learning & Teaching & All Employees</i>	
Board Policies Review:	Information 10 min
Policy No. 1111 Oath of Office	
Policy No. 1210 Annual Organizational Meeting Election of Officers	
Policy No. 1225 School Director Legislative Program	
Policy No. 1112 Director Orientation	
Board Planning Calendar	Information 15 min
Brian Flonex, Superintendent	
Strategy 1: Design the Personalized Learning System of the Future	
<i>Objective 1.2 Students Exploring Career Paths</i>	
CAREER CONNECT WA GRANT AWARD	Information 20 min
Diana Haglund, Coord. WL Connect	
Dennis Conger, CTE	
VII. BOARD COMMUNICATION	05 Min
VIII. SUPERINTENDENT'S REPORT	05 Min
IX. ADJOURNMENT	
X. EXECUTIVE SESSION	



CONSENT AGENDA



Wenatchee School District

Regular Board Meeting

Minutes of November 14, 2017
WSD District Office

Board Members

Robert Sealby, President (ABSENT)
 Laura R. Jaecks, V. P.
 Walter Newman
 Jennifer Talbot
 Claudia De Robles

Staff Present

Brian Flones, Superintendent
 Cabinet

I. Regular Meeting 6 p.m.

Laura Jaecks, Vice President, opened the regular board meeting at 6:05 p.m., with the Pledge of Allegiance. V.P. Jaecks explained that President Sealby could not be there due to a sibling arriving back from a tour of duty and the family was having their holiday celebration out of town to celebrate the safe arrival home.

Vice President Jaecks asked for a motion to approve the consent agenda.

MOTION MADE: Jennifer Talbot made the motion to approve the consent agenda as presented.

SECONDED: Claudia De Robles

DISCUSSION: None

PASSED UNANIMOUSLY

Consent Agenda included:

MINUTES: Reg. Bd. Mtg. 10/2/17 & 11/01/17 Bond Wkshp.

PERSONNEL REPORT PREPARED BY:

Lisa Turner, HR Executive Director: Nov. 14th, 2017- On file
 And Walk-on retirement report added at the end of the meeting.

PAYROLL PREPARED BY:

Tami Hubensack, Director of Payroll: None

VOUCHERS & CONTRACTS PREPARED BY:

Karen Walters, Director of Accounting –Nov. 14, 2017
General Fund

Check numbers 594888 through 595195 totaling \$793,409.71

Capital Projects Fund

Check numbers 595196 through 595199 totaling \$16,730.14

Associated Student Body Fund

Check numbers 595200 through 595238 totaling \$32,345.49

II. Consent Agenda

1) Minutes

2) Personnel Report

3) Vouchers/Payroll

4) Contracts

Date	New or Renewal or Revision	Federal Yes/No	Agency	Purpose	Amount	Effective Dates	Staff Person Responsible for Contract has read and has recommended this contract for Board approval	Reviewed by	PO Required?
11/07/17	Revision	No	Graduation Alliance	Modification of Payment Terms	93 percent of BEA Budget Code 0301-27-7096-523	Upon Approval		Les	Yes
10/18/17	New	Yes	Solution Tree	Global PD Subscription	\$3,300 Budget Code 5200-31-7000-000-3010	2017-2018 School Year	Jodi Payne Smith	Les	Yes
10/24/17	Renewal	No	U of W Autism Center	Training & consultation	\$150 per hr up to \$10,000 Budget Code 2100-31-7000-000	8/16/17 - 6/30/18	Trisha Craig	Les	Yes
09/29/17	Renewal	No	Mercer Consumer	Blanket Student Liability Insurance	\$3,560 Budget Code 3100-27-7095-402-6800	12/2/17 - 12/2/18	Dennis Conger	Les	Yes
10/25/17	Renewal	No	Chelan County PUD	Softball Games & Practices	\$0 Budget Code N/A	2/26/18 - 5/23/18	Jim Beeson & Brent Grothe	Les	No
10/16/17	New	Yes	CWU - Gear Up Mosaic	Dual Credit	\$30,000 Budget Code Subaward Agreement	2017-2018 School Year	Ricardo Iniguez	Les	No

5) Surplus Report & Other Consent Items

SURPLUS REPORT PREPARED BY:

Karen Walters, Director of Accounting: None

CAMPS & CLINICS: None

POLICIES 2nd READING: None

OTHER: None

III. Citizen Comments:

IV. ASB Reports

None

WHS ASB: V.P. Sebastian Pasion reported:

- The “Litter Box” games are coming up between the Panthers and Wildcats (Wenatchee-vs-Eastmont) Fundraiser for the Make-A-Wish Foundation.
- Winter Dance is planned with a Latino theme to incorporate multi-culture into our dances.
- ASB Leadership is planning a productive competition between classes 9th, 10th, 11th and 12th grades for fundraising, attendance, GPA, attendance to sporting events, etc.

WSHS: Seny Gonzales & Lita Pasquel Leadership Representatives reported:

- Veterans Day Assembly went really well, students sent letters to the veterans and they were very grateful, lots of responses back
- Celebrating “Wellness Day” with local agencies attending helping to learn about making good choices: Healthy eating, nutrition, sexual health, substance abuse and overall wellness & healthy strategies
- Guest speaker/poet Miles Hodges, setup a volunteer workshop – very informative and fun
- Partnership mentors this week with grads to help fill out applications for college & tech schools
- Community Event at WSHS – Lecture Series starting with Ethical Choices on Nov. 15th – Environment & Modern Agricultural
- Leadership – Making November Care Kits for the homeless and asking for donations
- WSHS is also collection toys for the Salvation Army children Christmas Trees – 30 presents will be gifted.

V. Field Trips

Jodi Smith Payne, Assist. Supt. L&T and Advisor/teacher presented the following for approval.

Printed By Angie Knudtson Date November 9, 2017										
Out of District/Overnight & Out of State Field Trip Requests for Board Approval November 14, 2017										
Requesting Location	Trip #	Dates	Destination	Teacher/Advisor Name	Group Making Trip/Chaperones	Educational Objective	# of Adults	# of Students	Estimated Cost	Funding Source
402.5 Wenatchee High School - ASB	3324	03/16/2018 02:00:00 PM - 03/17/2018 07:00:00 PM	Arlington High School - Arlington WA	Chris Cloke	WHS Knowledge Bowl	KB State Tournament	2	6	\$ 823.81	ASB WHS - Academic Teams

After a brief description of the trip from the advisor/teacher, Chris Cloke, - explained that he is being proactive and positive that our students will make it to the state tournament. He does not have the hotel until closer to the time they will be going. He asked for approval.

MOTION MADE: Claudia De Robles made the motion to approve the field trips as presented by Chris Cloke, Knowledge Bowl advisor.

SECONDED: By Jennifer Talbot

DISCUSSION: NONE

PASSED: Unanimously

VI. Wenatchee Learns Strategies

Strategy 4: Balance Change for All with Excellence for All

Objective 4.1 Continuous Improvement of Service Quality

Bob Sanford, Director of Transportation, provided the following memo to the board:

To: Brian Fiones, Superintendent
From: Bob Sanford, Director of Transportation

Subject: School Board Presentation Materials

School Board Members and Superintendent:

At the board meeting on Tuesday, November 14th the Transportation Department staff will be presenting to you video and a school skit performance called, ‘Love The Bus’ that we have conducted in each of the Elementary schools in the district.

Additionally, I have enclosed information regarding the school bus depreciation schedule and estimated costs associated with capturing the majority of our bus fleet on to the State depreciation schedule over the next 13-21 years. Currently, our district has 44% of our school bus fleet off of the depreciation schedule. This has impacted our ability to generate enough State funds to keep up with much needed school bus replacements. At this time we are in need of replacing an engine on one of our current buses. We are also in need of establishing an emergency fund to for future mechanical issues related to the age of our current bus fleet. In order to address the costs of these repairs we will need a resolution passed by the school board to allocate \$100,000 dollar from the General Fund to the Transportation Vehicle Fund. Les Vandervort has prepared resolution #13-17 for your approval to make this transfer.

1) Love the Bus Program

Transportation staff present: Bob Sanford, Director of Transportation, Andrew Thompson (wrote original music for video), Bus drivers and staff Lisa Rose, Jennifer Howard, Andy King, Joanne Tucker, Debra Hall, Laura Fox (“Love the Bus” was Laura’s idea), Houston Kropf (drone pilot) and Heather McCourt (Safety Bear). Not everyone was able to attend, but it was a whole department project.

- WSD Transportation Music Video shared with the board on Bus Safety – our staff & students star in the video
- The Safety Bear was present at the board meeting and starred in the video – students love it
- They are having assemblies at schools to share what to expect when riding a school bus
- Visits at Open Houses allowing parents and students to get on a bus and ask questions
- Promotes positive interaction with bus drivers and students using PBIS
- Tech Center helped with props to make the video

The board thanked the Transportation Department for being proactive with students and for using PBIS in the process of handling issues with behavior. They are very supportive of what transportation is doing.

2) School Bus Purchasing/Depreciation Schedule

Mr. Sanford shared information about the status of the bus schedule:

School Year	Estimated Number of Buses Purchased Per Year	Total (With Estimated 8.6% Tax Rate)	Estimated District Contribution	District Depreciation (Estimated Reimbursement on August 31)	Plan/Summary
2017/2018	2	\$276,274.06	\$50,000 To repower Bus #23 and keep it on the reimbursement scale	\$192,784.66	These are actual costs associated with this years bus purchases. Estimated delivery of these buses is March, 2018
2018/2019	2	\$245,765.06		\$186,432.98	
2019/2020	3	\$425,044.11		\$172,267.59	
2020/2021	3	\$431,560.11		\$194,867.38	
2021/2022	3	\$388,720.67		\$231,907.98	
2022/2023	3	\$332,482.16		\$100,574.18	
2023/2024	3	\$424,594.51		\$183,356.99	
2024/2025	3	\$457,624.11		\$217,620.20	
2025/2026				\$232,125.30	These numbers are based upon no further purchases beyond the 2024/2025 school year
2026/2027				\$254,528.80	
2027/2028				\$277,059.90	

Mr. Sanford facilitated the following discussion:

- Covered the plus-purchase plan
- Student ridership has increased
- Buses are no longer having “late” issues
- Purchase plan was stopped when economy took a down-turn a few years ago
- Didn’t have a consistent purchase-plan in those years 3-5 years therefore no new buses
- We are now trying to catch-up and become self-sustaining
- After 13 years the buses are kicked off of schedule and 8 years for small buses
- 43% of our buses are off the schedule
- 17 buses off the depreciation schedule out of 40+ bus fleet –
- 7 buses are from the mid- nineties that is very old, but our very good mechanics keep them going

3) Resolution # 13-17 – Funds Transferred to Vehicle Fund

Les Vandervort, CFO WSD – He explained that we have 3 buses that need repaired with significant engine issues and the money in the Transportation Fund is allocated only for new buses. Therefore we will need to transfer funds from General Fund to Transportation Fund.

WENATCHEE SCHOOL DISTRICT

RESOLUTION #13-17 TRANSFER OF FUNDS FROM GENERAL FUND TO TRANSPORTATION VEHICLE FUND

A resolution of the Wenatchee School District authorizing the transfer of funds from the General Fund to the Transportation Vehicle Fund.

WHEREAS, the State of Washington Accounting Manual for School Districts provides for the board of directors to transfer funds from the General Fund to the Transportation Vehicle Fund to finance transportation vehicle purchases and major repair, and

WHEREAS, there is a need to finance a major repair for the 2017-18 and subsequent school years due to insufficient funds in the Transportation Vehicle Fund, and

WHEREAS, the General Fund has the capacity to transfer funds from its fund balance,

THEN, the Wenatchee School District hereby authorizes the transfer one hundred thousand (\$100,000) from the General Fund to the Transportation Vehicle Fund in the 2017-18 and subsequent school years when needed.

Dated this 14th day of November, 2017

Questions answered about the condition of the buses and how long we will be transferring funds in the future to get the transportation department up to speed. We purchase buses in August but don’t receive them until March. More details of how the system works on depreciation schedule discussed. We will be asking for transfers every year to get caught up for several years.

MOTION MADE: Walter Newman made the motion to approve Resolution # 13-17 to transfer General Funds into the Transportation Fund as presented by Bob Sanford, Transportation Dir. and Les Vandervort, CFO.

SECONDED: By Jennifer Talbot

DISCUSSION: A genuine thank you from all the board members for the efforts and work transportation is doing, they are appreciated.

PASSED: Unanimously

Objective 4.2 Sound Fiscal Resource Management

4) Cancellation of Warrants - Resolution 12-17 Les Vandervort, CFO WSD presented the following resolution for approval. All the individuals on the list have been contacted several times and we are required to get them off the books in order to reissue the checks.

WENATCHEE SCHOOL DISTRICT NO. 246

RESOLUTION 12-17

WHEREAS, RCW 39.56.040 requires the cancellation of warrants not presented for payment within one (1) year of date of issue, and

WHEREAS, the following list of outstanding warrants have not been presented for payment:

	Warrant #	DATE	PAYEE	AMOUNT
General Fund	576732	6/10/15	Javier Alejandro	\$ 15.00
	576894	6/10/15	Argelia Vega	\$ 15.00
	577280	6/30/15	Joanna Avila	\$ 264.80
	579184	10/14/15	Courtney McCoy	\$ 27.50
	579206	10/14/15	Paige Nordi	\$ 6.95
	579733	10/30/15	Elia Hodgson	\$ 11.77
	579902	11/12/15	Mario Lua Morales	\$ 17.50
	580393	11/30/15	Steven Sears	\$ 113.10
	580795	12/23/15	Mayra Giles	\$ 16.25
	581317	1/27/16	Andrea Danahey Feil	\$ 2.65
	581749	2/10/16	Maggie Tiley	\$ 3.00
	581755	2/10/16	Robin Waters	\$ 6.00
	581866	2/24/16	Andrea Danahey Feil	\$ 6.16
	582535	3/23/16	Mitcha Ollerton-Caballero	\$ 48.00
	582736	3/31/16	Eva Ramirez	\$ 39.76
	583013	4/13/16	Jamie Thomas	\$ 2.50
	583272	4/27/16	Adriana Omelas-Galvaz	\$ 15.00
	583480	4/27/16	5th Ave Theatre	\$ 100.00
	583505	5/11/16	Kurt Blanchard	\$ 38.05
	583555	5/11/16	Lucy Garcia	\$ 36.00
	584283	6/15/16	Oralia Lopez	\$ 137.05
	584686	6/29/16	Austin Hillis	\$ 54.86
	584791	6/29/16	Tim Putnam	\$ 341.39
	585458	8/10/16	Dacia Schoengarth	\$ 16.00
	586714	10/12/16	Betty Palmer	\$ 11.85
	586767	10/12/16	Ashlie Strickland	\$ 18.00
	586890	10/26/16	Tina Blankenship	\$ 8.64
	586935	10/26/16	David Garza	\$ 10.39
	587161	10/31/16	Grace Neace	\$ 268.71
	587321	11/9/16	Vanessa Garcia	\$ 13.00
				\$ 1,661.88 Total

	Warrant #	DATE	PAYEE	AMOUNT
ASB Fund	577584	7/8/15	Elvira Pina	\$ 10.00
	578865	9/23/15	Viviana Reyna	\$ 10.00
	582640	3/23/16	Jesus Anguiano	\$ 10.00
	582655	3/23/16	Jorge Gonzalez	\$ 10.00
	585516	8/10/16	Christian Espinoza	\$ 40.00
	588329	12/14/16	Alan Suan	\$ 10.00
				\$90.00 Total

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of Wenatchee School District No. 246 of Chelan County that the Chelan County Auditor and the Chelan County Treasurer be authorized to cancel the above listed outstanding warrants.

DATED THE 14th day of November, 2017.

MOTION MADE: Jennifer Talbot made the motion to approve Resolution 12-17 Cancellation of Warrants as presented by Les Vandervort, CFO.

SECONDED: By Claudia De Robles

DISCUSSION: None

PASSED: Unanimously

5) Budget Status Report - Les Vandervort, CFO WSD presented the end of the year Budget Status Report, legislature created unrest in the state so we are trying to stay on top of the budget. General Funds is in good shape and Capital Projects have some lingering issues on some of the projects but we are trying to get those closed up.

- We budgeted for a deficit of 1.1 M dollars, but finished with a \$158,000 deficit, a pretty big difference to the positive. Board said, "Thank you and good work, Mr. Vandervort".
- Only spent 96% of our budget, we are being careful not to spend it all there's some built in for contingencies
- Some of it is committed in grant money and some set aside as stated below:

Total Ending Fund Balance	8,658,030	11,526,124	12.46%
821 Restricted for Carryovers	400,000	637,301	
825 Restricted for Skill Center	30,000	-	
840 Nonspendable for Inventory	35,000	32,511	
884 Assigned to Capital Projects	75,000	541,000	
888 Assigned to Other Purposes (L&I, motor pool)	152,000	600,000	
891 Unassigned Minimum Fund Balance	5,052,000	4,624,119	5.00%
890 Unassigned Fund Balance	2,914,030	5,091,193	5.51%

Re: August End of Year 2016 - 2017 Budget Status Report

GENERAL FUND With 100% of the fiscal year elapsed, Total General Fund revenues were 97% and expenditures were 96% of budgeted amounts, respectively. General Fund Total Fund Balance at August 31, 2017 is \$11,526,124 (12.46%). Total Fund Balance at August 31, 2016 was \$12,134,512 (13.65%).

Districts are funded on budgeted numbers through December of each year. SPI adjusts funding to actual numbers (such as enrollment and staffing) beginning in January through the end of the fiscal year.

2016-17 was a roller coaster year with a significant enrollment drop, uncertain state funding and a growing deficit in special education.

CAPITAL PROJECTS FUND The Year Ending Fund Balance is \$5,994,555. Punch list items still being worked on for Lincoln and Washington. Should be complete this millennium. Pioneer drainage system still in progress. Pioneer locker rooms are still being finished.

DEBT SERVICE FUND The Year Ending Fund balance of \$2,457,849 is for payment of bond principal and interest payments which are due each December and June. Revenues consist primarily of property taxes, which are levied annually to provide adequate funds for the bond payments.

The Debt Service levy for 2017 collection is \$5,400,000 or \$1.30 per \$1,000 assessed value. The M&O levy for 2017 collection is \$12,163,000 or \$2.94 per \$1,000 assessed value.

ASB FUND Revenues are 92.3% of the amount budgeted for the year. Expenditures are 82.8% of budget. The Total Year Ending Fund Balance is \$528,224.

TRANSPORTATION VEHICLE FUND The Year Ending fund balance is \$277,320. Bus purchases are made only when funds are actually received by the district. Two buses have been ordered for 2017-18.

6) Enrollment Report - October

Les Vandervort, CFO WSD reported the following:

Re: Enrollment Reports for **October 2017**

Exhibit A - Monthly Enrollments.

The October 2017 count of K-12 students is **7,771.64 full-time equivalents (FTE)** including 279.73 FTE Running Start students (Running Start students are counted starting in October).

The average FTE of 7,755.50 is 14.50 FTE above budgeted average FTE of 7,741.

Running Start, Open Doors and Alternative Learning FTE are shown as separate line items for comparison to budget numbers on the original F-195 Budget.

Enrollment is 35 FTE below this period last year.

Exhibit B shows the changes in average FTE enrollment, as reported to SPI, since 2005-06. **Exhibit B** reflects the history of our actual state funding level of FTE.

Exhibit C is a comparison of student FTE by school and by grade level for the current month and the same month in the prior year (2016-17).

Exhibit D shows the monthly information in graphic form, with a comparison to last year's (2016-17) actual enrollment and 2017-18 budgeted numbers.

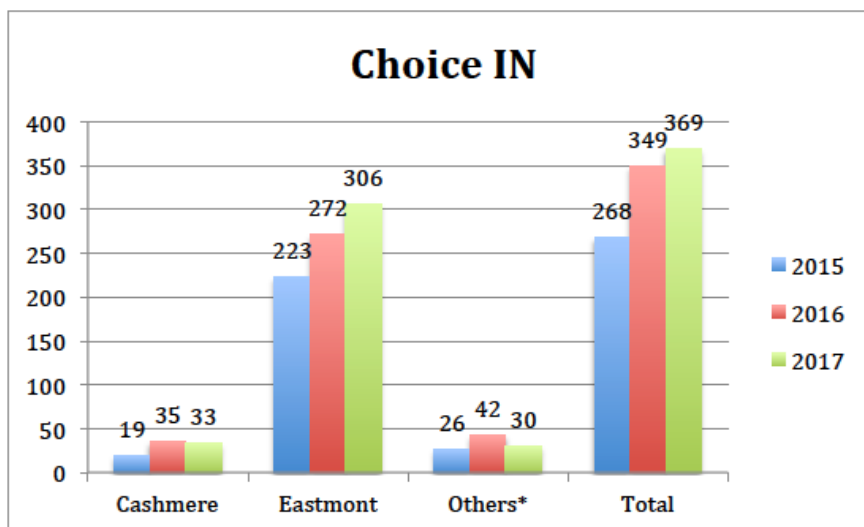
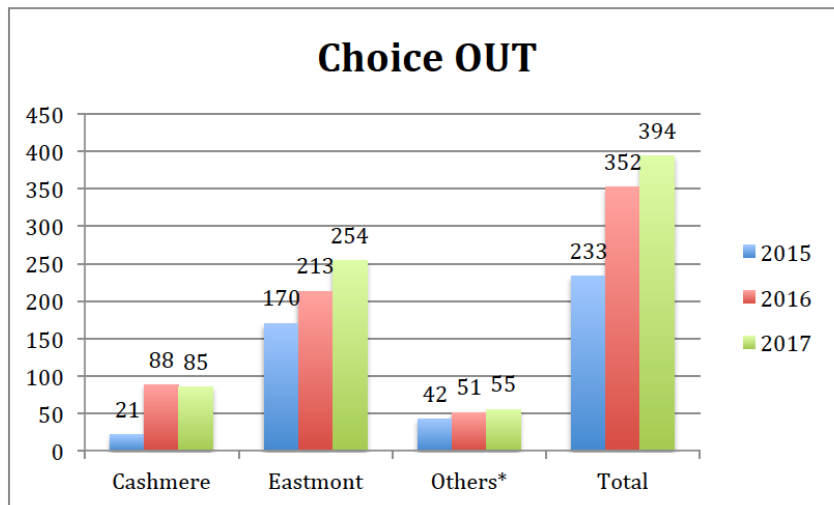
- Enrollment has been slowly coming down.
- Other districts are growing but we, in Wenatchee, are not growing
- Looking at enrollment at the high school will have an impact on the modernization bond

Mr. Vandervort thanked Ms. Talbot and Ms. De Robles for their service to the district and told them that it has been great having them on the board, they have been professional and good people to work with, he will miss them. He hope we all have long lives and that they will be back.

7) Choice Enrollment Report

Mark Helm, Executive Director of Student Services, reported the following Choice Report:

Fall Choice Data Comparison



- 20 more students Chociced **out** of WSD than the previous year.
- 42 more students Chociced **in** to WSD than the previous year.
- 2017 had 22 more students choice IN
- 2016 had 3 more students choice OUT
- 2015 had 35 more students choice IN

*Other districts include, Cascade, Entiat, Quincy, Orondo, Waterville and on-line schools.

- Sunnyslope is closed due to class size, we are keeping those numbers low
- Choice out/in 2 highest reasons are: Health of student and needing to be closer to parent's work
- Washington Elementary has 560 students was over 600 a couple years ago, they are accepting now

(Agenda order change):

8) Strategy 3: Use the Best Tools & Resources to Advance Learning
Objective 3.3 The Right Tools & Resources for Staff
 Board Policy & Procedure Updates - 1st Reading

Mark Helm, Executive Director of Student Services

Policy	Title	Suggested Action	District Recommendation	Rationale
3412P	AED Procedure	FYI		New AED procedures recommended by WSSDA.
3416	Medication at School		Approve	Adds the use of over the counter sunscreens under certain provisions.
3416P	Medications at School	FYI		

- WSSDA's recommendations for 3412P were very close, made minor changes
- 3416 Policy small change, as noted
- 3416P Procedure - we are doing a lot of these things already,
- Met with head nurse to make sure we are in compliance
- Every building has AED trained personnel

The policy will be on the consent agenda at the next meeting.

Strategy 1: Design the Personalized Learning System of the Future
Objective 1.2 Students Exploring Career Paths

9) WVTSC Perkins Grant, Pete Jelsing, Director of WVTSC, presented the grant for approval:

274 Perkins (5-Year) Application Plan (Skill Centers Only)

Fiscal Year: 17-18

Milestone: Draft (Printed 10/31/2017)

District: Wenatchee School District

Organization Code: 04246

ESD: North Central Educational Service District 171

This grant is approved every year, but has gone down each year in the dollar amount. There is much more work involved to apply for the grant but less and less is awarded. This year it is for \$17,000 and the process takes many more hours to complete, taking the director away from his other responsibilities. There have been many complications to tie up before filing for the grant this year but that we need to approve this process so Mr. Jelsing can continue. All skill centers in the state get a part of this money, but the amount changes every year. Mr. Jelsing explained the complications in filling this grant out and submitting it to OSPI, they are aware of the application process and instructed Mr. Jelsing to submit it empty if it does not apply.

This skills center hereby assures compliance with the following requirements:

Purpose: Federal regulations (34 CFR 76.708) require that federal formula grant funds may not be obligated (incur costs) until the latter of the following two dates: (1) July 1 or (2) the date the applicant submits its application to the State in substantially approvable form. Federal regulations further stipulate that reimbursement for obligations is subject to final approval of the application.

Important! This page represents a request for a Substantially Approvable Status (SAS) for this federal program. Certain application pages and process buttons, e.g., Budget, Finish, and Notify have been hidden. Districts **will not be able to Request OSPI Approval** for this form package **until final allocations have been announced.**

In order to incur any costs associated with this program as of July 1, the district must first request SAS. Next, the Office of Superintendent of Public Instruction (OSPI) will review the request and communicate to the district if further action is necessary or if full approval has been issued. The application must be completed and approved prior to the release of funds.

1. All Career and Technical Education classes/programs receiving state and/or federal Career and Technical Education funding are currently approved by the OSPI and are taught by an instructor who has a current Career and Technical Education certification and whose certification matches the instructional area.
2. The skills center must have program(s) of study documentation on file.
3. All Career and Technical Education instructors of approved applied academic courses have completed approved preparation and yearly in-service for the course(s) they teach.
4. All Career and Technical Education teachers in approved Career and Technical Education programs hold a current first aid and CPR certificate.
5. The local Career and Technical Education program has identified goals and objectives that have been developed in relation to the career and technical standards and indicators and are the basis for federal, state, and special grant funding requirements.
6. The local Career and Technical Education plan was developed in consultation with the local general advisory council (GAC).
7. The local Career and Technical Education plan was developed in consultation with representatives of the educational and training resources available in the area to be served by

the applicant, such as private business schools, skills centers, and other public or private agencies.

8. All Career and Technical Education programs and activities are conducted in compliance with Title I of the Perkins Act of 2006 and the provisions of the state plan, including the provision of a financial audit of funds received under this title which may be included as part of an audit of the federal or state programs.
9. The skills center has conducted an evaluation of Career and Technical Education programs using the current standards and indicators, contracted evaluation services, or other local indicators.
10. Each recipient of financial assistance shall annually evaluate the effectiveness of the program. As part of each such evaluation, each recipient shall (1) review programs with the full and informed participation of representatives of individuals who are members of special populations, and (2) evaluate the progress of Career and Technical Education programs assisted under this Act in providing Career and Technical Education students with strong experience in, and understanding of, all aspects of the industry the students are preparing to enter.
11. Students who participate in Career and Technical Education programs are taught to the same challenging academic proficiencies as are taught to all other students.
12. Federal Career and Technical Education funds made available will be used to supplement, and in no case to supplant (replace), such state or local funds.
13. None of the funds expended under Title I of the Perkins Act of 2006 will be used to acquire equipment (including computer software) in any instance in which such acquisition results in a direct financial benefit to any organization representing the interests of the purchasing entity, or any affiliate of such an organization.

14. Consortium dollars are not distributed to receiving skills centers based upon the amount of funds generated by the Carl D. Perkins formula.
15. Career and technical services, programs, and activities relate to state or regional occupational opportunities and prepare students for post secondary opportunities or entry into high skill, high wage jobs in current and emerging occupations.
16. The skills center will ensure their Career and Technical Education programs are in compliance with Perkins IV Sec. 134 & 135.
17. The skills center has developed an affirmative action plan which is on file in the skills center administration office and at OSPI. The affirmative action plan ensures that there will be no discrimination of staff or students in any skills center education program, including Career and Technical Education.
18. Equal access to Career and Technical Education programs will be provided to meet the needs of women and men for training in nontraditional and technological occupations.
19. Provisions will be made to provide programs and facilitate access and opportunities for all students who desire to participate in career and technical services, programs, and activities regardless of race, color, national origin, sex, disability, or age.
20. The skills center has developed a transition plan (which is on file in the skills center administration office) for the removal of any building barriers which may exist which would limit access by students with disabilities to any skills center education program, including Career and Technical Education.
21. Career and Technical Education planning for individuals with disabilities will be coordinated between appropriate representatives of Career and Technical Education and special education.
22. Each student who is disadvantaged and/or each student with a disability who enrolls in Career and Technical Education programs shall receive:
 - a. Assessment of the interests, abilities, and special needs of such students with respect to completing successfully the Career and Technical Education program.
 - b. Supplementary services, including adaptation of curriculum, instruction, equipment, and facilities designed to meet the needs of special populations.
 - c. Guidance, counseling, and career development activities conducted by professionally/technically trained counselors who are associated with the provision of such special services.
 - d. Counseling services designated to facilitate the transition from school to post-school employment, career opportunities, and postsecondary education.
23. The skills center will adequately address the needs of students in alternative education programs, if appropriate.
24. Data reported to OSPI under Perkins IV is complete, accurate, and reliable.
25. Reports and other information will be submitted within the dates established, and documentation will be maintained for five years.
26. The accounting system and management process used by the institution must be consistent with generally accepted accounting and management practices and meet the specific requirements of the Single Audit Act.
27. An inventory record will be maintained for all equipment purchased whole or in part with federal funds. All such equipment will be available for use by students in the approved Career and Technical Education program for which purchased.
28. The skills center will supply information to OSPI to meet reporting requirements regarding staff, finances, enrollment, completion, and follow up as mandated in the Carl D. Perkins Career and Technical Education Act of 2006.
29. The skills center has a policy developed and on file in the skills center administration office which ensures that there will be no discrimination based upon race, color, national origin, sex, or disabling condition in any skills center education program, including Career and Technical Education. Skills centers are required to identify a coordinator of federal Title IX regulations.
30. The district board of directors has adopted a course equivalency procedure for career and technical high school courses offered to secondary students enrolled in high schools and skills centers in accordance with WAC 180-51-066 and RCW 28A.230.097. A career and technical course equivalency may be for whole or partial credit.

The Board Chair asked for the draft to be sent to all the board members before the chair signs off on the grant process. Mr. Jelsing said he will make sure that happens. Mr. Conger also agreed to the same procedure, back in June 2017. The ten-year plan for capital projects for WVTSC was discussed, they are currently working on it and will most likely use the same draft plans as used last year to save money. Also trying to get firefighting on campus. Building A, C and D discussed.

MOTION MADE: Walter Newman made the motion to approve the 274 Perkins Grant (5-year) Application Plan as presented by Pete Jelsing, Director of WVTSC.
SECONDED: By Walter Newman
DISCUSSION: Thank you to Mr. Jelsing for all his work on this application.
PASSED: Unanimously

Objective 3.4 Facilities that Optimize Learning

Facility Projects Updates:

Chelan Co. Public Works Easement & Interlock Agreement: Dir. of Facilities, Gregg Herkenrath presented the following for approval:

Date	New or Renewal or Revision	Agency	Purpose	Amount	Contract Start Date & End Date	Staff Person Responsible for Contract	Approved by Les?	PO Required?	Attorney Review Required?
11/01/17	New	Chelan County Public Works	Easement Deed and Interlocal Agreement for Chelan County Road Project No. 711 - School Street Mid-Block Crossing near Sunnyslope Elementary School	\$31,500 Budget Code	Nov. 14, 2017 to Nov. 15, 2018	Gregg Herkenrath I have read this contract and recommend it for board approval. Initial 11-1-17 Date			This is decided at the district office.

This Easement Deed and Interlocal Agreement would allow Chelan County Public Works to install a marked pedestrian crossing across School Street with pedestrian activated rectangular rapid flashing beacons and school crossing signs near Sunnyslope Elementary School. The District would donate a permanent easement for the County to provide this mid-block crossing. **These documents have been reviewed with no objections by Attorney Danielle Marchant at Johnson, Gaukroger, Smith & Marchant PS**

Re: Funding No.: STPUS 5851(001)
 Project Title: CRP711, School Street Mid-Block Crossing
 Parcel Number: 23-20-21-860-303

Dear Mr. Herkenrath and the Board of Directors, Wenatchee School District (WSD)

This letter is to notify you of your rights and benefits available to you under the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 due to our public transportation project. Those rights and benefits are explained in the enclosed *Transportation Needs and You* booklet.

Your signatures below acknowledges the donation of Wenatchee School District (WSD) property in the form of a 0.004 acre Permanent Easement on property known as Parcel Number: 23-20-21-860-303 as depicted on attached Exhibit "A" and Exhibit "B" to Chelan County for constructing and installing a marked pedestrian crossing across School Street with pedestrian activated rectangular rapid flashing beacons (RRFB) and school crossing signs between the Sunnyslope Elementary School and the school parking lot is made voluntarily, and with full knowledge of your right to receive just compensation for the land, property rights, improvements and/or damages to the remainder. You, therefore, release Chelan County from obtaining an appraisal of the acquired property.

Subject: Project Title: CRP711, School Street Mid-Block Crossing
 Funding No.: STPUS 5851(001)
 Parcel Number: 23-20-21-860-303

Dear Mr. Herkenrath,

The Chelan County Public Works Department plans to proceed with **County Road Project No. 711 (CPR711) School Street Mid-Block Crossing**.

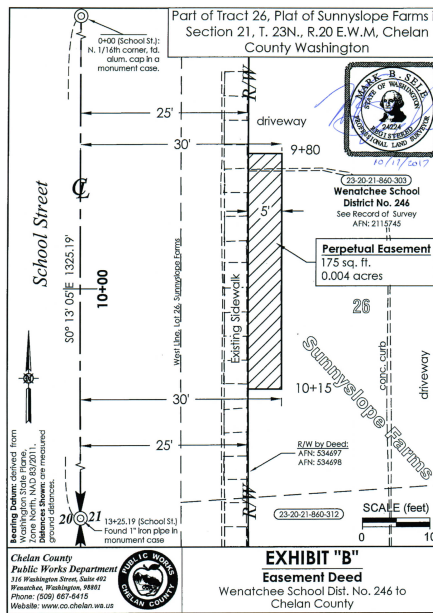
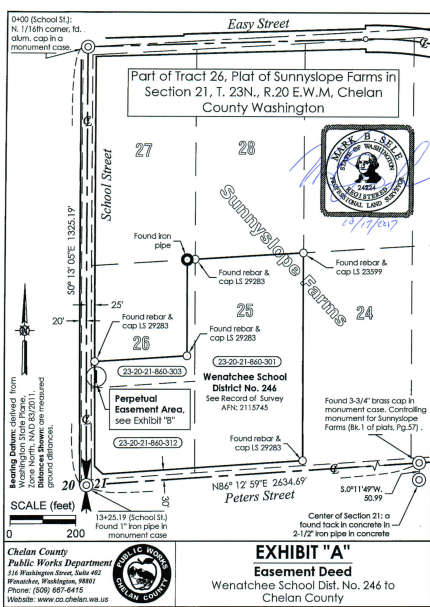
Please find enclosed for signatures by the President of the Board of Directors and the Superintendent:

- Donation Letter for donation of the permanent easement.
- Easement Deed for the permanent easement.
- Interlocal Agreement for CRP 711 Funding.
- Transportation Property Needs and You informational pamphlet.
- Excise Tax Affidavit

This proposal must be accepted by delivery to Chelan County the enclosed Donation Letter, Easement Deed, Interlocal agreement and Excise Tax Affidavit, as originals fully executed by Wenatchee School District with acknowledgement before a notary public. Acceptance must be delivered to the following address: **“Chelan County Public Works Department, Attn: County Surveyor, 316 Washington Street, Suite 402, Wenatchee, Washington 98801”**.

The County will pay filing fees for deeds filed with the County Auditor and real estate excise taxes related to this transaction. On the date the acceptance is received by the County, the County becomes the owner of the property and/or property rights purchased and responsible for its control and management.

I would be more than happy to meet with you or the Board to discuss or respond to any questions you may have.



The board is pleased this is going forward there have been many discussions on the value of this project, if it is not completed within a year the interlocal agreement will no longer valid.

MOTION MADE: Jennifer Talbot made the motion to approve the Interlocal agreement with Chelan County which includes the donation easement and CRP 711 as presented by Gregg Herkenrath, Director of Facilities.

SECONDED: By Walter Newman

DISCUSSION: NONE

PASSED: Unanimously

Walk-on Item Personnel Item:

TO:	BOARD OF EDUCATION					
FROM:	Brian L. Fiones, Superintendent					
PREPARED BY:	Lisa N. Turner, Executive Director of Human Resources					
SUBJECT:	PERSONNEL REPORT					
RETIREMENTS						
Employee Name	Job	FTE	Hours/day	Building	Effective Start Date	Effective End Date
Classified:						
Krebbs, Kenneth	Custodian		8.00	COL	12/29/2017	-

MOTION MADE: Walter Newman made the motion to approve the retirement of Kenneth Krebbs.

SECONDED: By Claudia De Robles

DISCUSSION: NONE

PASSED: Unanimously

VII. Board Communication

- Board Director Jennifer Talbot read the following statement:

*“Since I joined the Board, I have worked to expand and enhance the Superintendent and Board evaluation/assessment process. I am proud of our amazing team and our many accomplishments and the seeds planted for future growth and development. Some of the areas that I am most proud of and sincerely hope will continue include:
Providing education for the Whole Child through intentional focus on systems, programs, and data-driven decision making.*

In the wake of No Child Left Behind and the evolution of the Every Child Succeeds Act (ESSA), I hope that Wenatchee School District will continue its strategic plan to transform the learning environment to benefit all students. Personalized learning, community partnerships, relevant and engaging teaching strategies, family engagement, multi-tiered systems of supports (MTSS), social emotional learning (SEL), formative assessments, curriculum adoption and implementation, and project-based learning (PBL) are school district accountability indicators that offer far more data than our limited State report cards.

Minimizing the impact of over-reliance on standardized summative assessments and teaching to the test.

With State standardized summative assessments as the primary indicator used to judge the overall health of school districts, our stakeholders have had an inadequate and narrow view of public education for the past decade. I believe we have the opportunity to share out to our community the positive progress that our students and staff are making as well as generate some good constructive conversation around the areas that need improvement. The District Data Dashboard and Communication Plan open an arena for collaborative conversations and positive partnerships with our many stakeholders.

Expansion of Positive Behavior Interventions & Supports (PBIS) and Social Emotional Learning (SEL)

Individuals are not divided into subject areas or separated by academics versus behavior. A child is one individual with ALL those things contributing to who they are and who they will become. A child is a learner that enters the education system with culture, language, and diverse experiences. With the implementation of Positive Behavior Interventions & Supports (PBIS) and Social Emotional Learning (SEL), our school district is developing methods to teach and support the whole child – a child with academic, behavior, and life-long learning potential. I will continue to support and encourage these efforts as a parent and a community member.

Innovating and nurturing community partnerships to close opportunity gaps.

I truly believe that our community needs to continue to focus on the opportunity gaps in our economic and education systems. We will continue to be effective at positive change through creating and nurturing collaborative relationships and partnerships. We should endeavor to celebrate and empower the progress and changes being implemented by the many stakeholders in our community invested and involved in shaping the future for our children.

Over the past four years, I have poured my heart and soul into learning, developing, and expanding my role as an effective School Board member. I am so grateful for the opportunity I had to serve my community and the children of Wenatchee School District as a Board member. My experience has opened my field of vision and enriched my comprehension of the joys and challenges of providing public education in a diverse and dynamic community.

Thank you to Superintendent Brian Fiones, my fellow Board members - past and present, the Cabinet, District leadership teams, numerous educators and professionals, school volunteers, parents, and students who provided leadership and guidance during my term of office."

V.P. & Chair Laura Jaecks thanked Ms. Talbot and stated "Well done, as usual."

- Ms. Jaecks shared an article in the Wenatchee World explaining the impact of the McCleary Decision on the various school districts in the State and in our region and encouraged everyone to read it, it explained Levy rates and that we will have a bump in funds and then a decline.
- Ms. Jaecks also shared Chelan/Douglas Counties Trends website which talked about the number of community residents over 25 who have not earned a H.S. diploma or GED. 18% of our population does not have either of those. Which is double the state average, may be looked at as a criticism of our school district but this speaks to our economic condition. The students who chose to leave our area have graduated and gone on to secondary education but do not return to use their talents in our community. They are not being included in that statistic. We need to find a way to keep these valuable talents in our community or entice them to return. We need jobs and opportunities for them to stay and work here, something for our community to consider, working on our economic development.

VIII. Meeting Adjourned

MEETING ADJOURNED: Vice President Laura Jaecks adjourned the meeting at 7:20 pm.

President

Superintendent

Date

WENATCHEE SCHOOL DISTRICT

November 28, 2017

TO:	BOARD OF EDUCATION
FROM:	Brian L. Fiones, Superintendent
PREPARED BY:	Lisa N. Turner, Exectutive Director of Human Resources
SUBJECT:	PERSONNEL REPORT

HIRES

Employee Name	Job	FTE	Hours/ day	Building	Effective Start Date	Effective End Date
Classified:						
Young, Marissa	Sped Para Ed		6.00	OMS	11/20/2017	
Aguilar, Silvia	ASP Staff/Tutor		3.00	COL	10/9/2017	8/29/2018
Blyth, Rachel	ASP Activity Instructor		2.50	Multiple	11/1/2017	8/29/2018
Boyle, Ezra	ASP Activity Instructor		2.50	Multiple	11/1/2017	8/29/2018
Oliver, Regina	Director's Secretary		8.00	Casterock	10/25/2017	
Berdine, Linnea	ASP Staff/Tutor & Activity Instructor		3.00	MV	11/1/2017	8/29/2018
Davies, Shanna	Nutrition Services Associate II		2.00	PIO	11/9/2017	
Cordell, Michael	Nutrition Services Associate I		3.00	MV	11/27/2017	
Barfuss, Aimee	Sped Para Ed		6.00	NBY	11/6/2017	
Lacey, Robin	Nutrition Services Associate I		2.00	WA	11/15/2017	

LEAVE OF ABSENCE

Employee Name	Job	FTE	Hours/ day	Building	Effective Start Date	Effective End Date
Classified:						
White, Kim	Office Manager		8.00	WHS	11/8/2017	1/3/2018
Sanchez-Torres, Belia	Family Advocate		8.00	L&C	11/8/2017	12/8/2017
Martin, Joanna	Para Ed/ Library Secretary		7.69	MV	11/8/2017	1/2/2017
MacKenzie, Karen	Para Ed/ Sped Para Ed		7.00	WA	1/1/2018	4/13/2018

Deardorff-Ramirez, Diane	Para Ed		6.00	WA	11/14/2017	1/9/2018
RESIGNATIONS						
Employee Name	Job	FTE	Hours/ day	Building	Effective Start Date	Effective End Date
Classified:						
Salgado, Caitlyn	AVID Tutor			Multiple	10/23/2017	
Travers, Victoria	AVID Tutor			Multiple	10/11/2017	
2017-2018 SUPPLEMENTAL CONTRACTS						
Employee Name	Job	FTE	Hours/ day	Building	Effective Start Date	Effective End Date
Williams, Rick	Assistant Boys Basketball	1.00		FMS	-	-
Torres, Shelby	6th Boys Basketball	1.00		PIO	-	-
Williams, Travis	Head Boys Basketball	1.00		WHS		
Valdez, Ed	Head Wrestling	1.00		WHS		
Richerson, Krissy	Wrestling Supervisor	1.00		WHS		
Richerson, Krissy	Strength & Conditioning	1.00		WHS		
Reister, Kevin	Unified Basketball	1.00		WHS		
Perez, Luis	Assistant Wrestling	1.00		WHS		
Franks, Sierra	Assistant Girls Basketball	1.00		WHS		
Hartley, Michael	Assistant Boys Swimming	1.00		WHS		
Elwyn, James	Head Boys Swimming	1.00		WHS		
Hanson, Daniel	Assistant Boys Basketball	0.90		OMS		
Humphries, William	4th Grade Math is Cool Advisor	1.00		L&C		
Herzog, William	Assistant Bowling	1.00		WHS		
Leavitt, Jeff	Head Bowling	1.00		WHS		
Devereaux, Jennifer	District Musical Administrator	1.00		District		
Whipple, Donald	Assistant Boys Basketball	1.00		WHS		
Loftus, Patrick	Head Girls Basketball	1.00		WHS		
Thompson, Mitchell	Boys Swim/Dive	1.00		WHS		
Cordes, Joseph	Assistant Wrestling	1.00		WHS		

Cortes-Solorio, Eduardo	Mariachi Assistant Advisor	1.00		WHS	-	-
Fisher, Dustin	Assistant Wrestling	1.00		WHS	-	-
Jones, Greg	Assistant Girls Basketball	1.00		WHS	-	-
Jordon, Alexandra	Assistant Girls Basketball	1.00		WHS	-	-
Kuntz, Eric	6th Boys Basketball	1.00		OMS	-	-
					-	-

Wenatchee School District NO. 246

PAYROLL

NOVEMBER 2017

We, the undersigned Board of Directors of the Wenatchee School District No. 246, Chelan County, Washington, do hereby certify that the persons named in the attached payroll are employed by said school district and entitled to the sums specified in the final payroll register. The payroll is approved for payment in the amount of \$7,084,582.81 for the month of November 2017.

Secretary: _____

Board Members: _____



Approval of vouchers and warrants

The following vouchers as audited and certified by the auditing officer, as required by RCW 42.24.080, and those expense reimbursement claims certified, as required by RCW 42.24.090, are approved for payment

General Fund

Check numbers 595326 through 595576 totaling \$448,622.78

Capital Projects Fund

Check numbers 595577 through 595584 totaling \$337,889.69

Associated Student Body Fund

Check numbers 595585 through 595620 totaling \$32,124.60

Transportation Vehicle Fund

Check number

Check numbers and amount of expenses will be provided at the board meeting.

Certification:

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein and that the claim is a just, due and unpaid obligation against Wenatchee School District, and that I am authorized to authenticate and certify to said claim.

Signature of Auditing Officer

Date

The following vouchers, as audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, are approved for payment. Those payments have been recorded on this listing which has been made available to the board.

As of November 28, 2017, the board, by a _____ vote, approves payments, totaling \$818,637.07. The payments are further identified in this document.

Total by Payment Type for Cash Account, AP WARRANTS:
Warrant Numbers 595326 through 595620, totaling \$818,637.07

Secretary _____	Board Member _____
Board Member _____	Board Member _____
Board Member _____	Board Member _____

Check Nbr	Vendor Name	Check Date	Check Amount
595326	A & A MOTORCOACH	11/29/2017	5,890.00
595327	AAA WA	11/29/2017	81.43
595328	AG SUPPLY COMPANY	11/29/2017	30.54
595329	AIR FILTER SALES NW INC	11/29/2017	3,558.46
595330	AMAZON CAPITAL SERVICES	11/29/2017	7,511.97
595331	AMERICAN PRODUCE EXPRESS, LLC	11/29/2017	2,251.10
595332	AMERIGAS	11/29/2017	813.31
595333	ANDERSON, KATHRYN E	11/29/2017	101.00
595334	APPLE COMPUTER INC	11/29/2017	1,269.19
595335	APPLE LAND PEST CONT HOME INS	11/29/2017	1,072.65
595336	APPLE VALLEY PUMPING SER INC	11/29/2017	510.00
595337	AQUATIC SPECIALTY SERVICES INC	11/29/2017	1,095.93
595338	AVANT ASSESSMENT, LLC	11/29/2017	465.40
595339	AVILA, MARIO A	11/29/2017	50.81
595340	AW REHN & ASSOC INC	11/29/2017	509.75
595341	B & H PHOTO & VIDEO	11/29/2017	1,405.05
595342	BARCUS, KAYLIE	11/29/2017	277.00
595343	BATTERY SYSTEMS	11/29/2017	32.41
595344	BAUMEISTER, FRANK THOMAS	11/29/2017	35.00
595345	BAZAN, NOEMI P	11/29/2017	1,000.00
595346	BAZIAK, CHARYL	11/29/2017	215.00
595347	BEESON, JAMES ARTHUR	11/29/2017	8.65
595348	BISHOP JR, THOMAS H	11/29/2017	30.00
595349	BIXBY, DONNA	11/29/2017	47.56
595350	BLACK, ANN	11/29/2017	313.00
595351	BLANKENSHIP, TRINA M	11/29/2017	8.56
595352	BLAUMAN, BYRON DUANE	11/29/2017	35.00
595353	BOISEN, KRISTINE ALICE	11/29/2017	145.49
595354	BREIDERT, TARA	11/29/2017	312.00
595355	BROWN, ANGIE	11/29/2017	277.00
595356	BRYSON SALES & SERVICE	11/29/2017	266.46
595357	BSN SPORTS	11/29/2017	338.14
595358	BUDGET BLINDS OF NCW INC	11/29/2017	81.15

Check Nbr	Vendor Name	Check Date	Check Amount
595359	BURBANK, KATHERINE ANNE	11/29/2017	800.00
595360	BUSINESS TELECOM PRODUCTS INC	11/29/2017	305.39
595361	CAROLINA BIOLOGICAL SUPPLY	11/29/2017	424.38
595362	CASCADE QUALITY WATER CENTER	11/29/2017	488.84
595363	CERTIFIED LABORATORIES	11/29/2017	2,665.86
595364	CH2O INC.	11/29/2017	542.00
595365	CHANG-MARR, MARIA R	11/29/2017	237.48
595366	CHELAN CO FOOTBALL OFFICIALS	11/29/2017	4,485.13
595367	CHILDERS, NIKA BEZDICEK	11/29/2017	93.18
595368	CHRISTENSEN, MONIKA K	11/29/2017	108.86
595369	CINTAS CORPORATION	11/29/2017	715.43
595370	CITY OF WENATCHEE	11/29/2017	322.69
595371	CLANCY'S FARM LLC	11/29/2017	1,176.58
595372	CLOKE, CHRISTOPHER A	11/29/2017	35.00
595373	COLEMAN OIL	11/29/2017	8,254.24
595374	COMMERCIAL PRINTING INC	11/29/2017	2,451.28
595375	COMMERCIAL TIRE	11/29/2017	49.77
595376	COMMUNITY GLASS	11/29/2017	147.41
595377	COMPUTER SPORTS MED INC	11/29/2017	350.00
595378	COMPUTER TECHNOLOGY LINK	11/29/2017	16,263.55
595379	CONGDON MAILING SERVICE	11/29/2017	101.11
595380	CONGER, DENNIS DWIGHT	11/29/2017	110.00
595381	CONSOLIDATED ELECTRICAL DISTRI	11/29/2017	1,745.98
595382	COSTCO HOUSEHOLD BANK FSB DO	11/29/2017	606.18
595383	CRAIG, TRISHA	11/29/2017	239.42
595384	CRITCHELL, STEPHANIE ANN	11/29/2017	38.94
595385	DALBECK, ABBY P	11/29/2017	178.00
595386	DEJONG, JON DAVID	11/29/2017	34.05
595387	DELONG, KELLY B	11/29/2017	93.85
595388	DEMCO INC	11/29/2017	302.04
595389	DEPT OF LICENSING	11/29/2017	559.00
595390	DEVELOPING MINDS INC	11/29/2017	8,000.00
595391	DILLEY, AMY M	11/29/2017	195.56
595392	DISCOUNT TIRE	11/29/2017	0.20
595393	DOH ASSOCIATES PS	11/29/2017	1,120.36
595394	DOMINOS PIZZA/KONA PIES LLC	11/29/2017	125.02
595395	DOWNEY, STAR	11/29/2017	215.00
595396	DUNN, HEIDI M	11/29/2017	20.13
595397	ECOLAB INC	11/29/2017	488.32
595398	ELWYN, JAMES F	11/29/2017	32.61
595399	ERHO, OLGA N	11/29/2017	14.90
595400	ERICKSON, DEANNE M	11/29/2017	49.00
595401	ESCHWIG, LISA	11/29/2017	276.50
595402	ESD 123	11/29/2017	1,020.00
595403	FASTENAL COMPANY	11/29/2017	224.91
595404	FEIL, SCOTT R	11/29/2017	175.48
595405	FIBERGLASS SUPPLY	11/29/2017	282.03
595406	FINK, TERI	11/29/2017	23.01
595407	FOOD SERVICE OF AMERICA	11/29/2017	60,385.49
595408	FOSS HIGH SCHOOL	11/29/2017	250.00

Check Nbr	Vendor Name	Check Date	Check Amount
595409	FRANK'S FLAG STORE	11/29/2017	585.25
595410	FRANZ FAMILY BAKERIES	11/29/2017	2,661.11
595411	FRED MEYER CUSTOMER CHARGES	11/29/2017	216.83
595412	FULL COMPASS SYSTEMS LIMITED	11/29/2017	9,705.87
595413	GARLINIS	11/29/2017	261.24
595414	GATES, STEPHANIE L	11/29/2017	341.65
595415	GEDDES	11/29/2017	58.95
595416	GLAZE BAKERY LLC	11/29/2017	449.31
595417	GOPHER SPORT	11/29/2017	4,128.93
595418	GOVEIA, TERRI ANN	11/29/2017	166.00
595419	GREAT WOLF LODGE OF GRND MO	11/29/2017	261.78
595420	HAGLUNDS TROPHIES	11/29/2017	127.37
595421	HALLBERG, DIANE L	11/29/2017	21.17
595422	HARTLEY, MIKE	11/29/2017	35.00
595423	HELFRICH, JOHN	11/29/2017	43.12
595424	HERKENRATH, GREGG JOHN	11/29/2017	774.64
595425	HERRON, TINA M	11/29/2017	21.72
595426	HERZOG, WILLIAM THOMAS	11/29/2017	80.00
595427	HILL, JANET R	11/29/2017	220.17
595428	HOLLAND MACHINE CO	11/29/2017	148.69
595429	HOLLYWOOD LIGHTS, INC.	11/29/2017	860.27
595430	HOME DEPOT	11/29/2017	271.55
595431	HUMMERT INTERNATIONAL INC	11/29/2017	112.88
595432	ICICLE BROADCASTING INC	11/29/2017	150.00
595433	ILLUMINATE EDUCATION INC	11/29/2017	3,000.00
595434	INLAND PIPE AND SUPPLY	11/29/2017	63.33
595435	JAEGER, JEFF	11/29/2017	139.92
595436	JERRYS AUTO SUPPLY	11/29/2017	712.19
595437	JIMMY JOHNS	11/29/2017	151.74
595438	JOSTENS DIPLOMA DIVISON	11/29/2017	9.45
595439	JUNIOR LIBRARY GUILD	11/29/2017	1,863.53
595440	JW PEPPER & SON INC	11/29/2017	43.36
595441	KALAHAR, KORY G	11/29/2017	873.80
595442	KELLER SUPPLY COMPANY	11/29/2017	153.28
595443	KENTRIDGE HIGH SCHOOL	11/29/2017	235.00
595444	KERKER, AMY LYNN	11/29/2017	10.79
595445	KING COUNTY DIRECTORS ASSN	11/29/2017	3,495.86
595446	KUGLER, ANNA	11/29/2017	215.00
595447	LIMON, DONNA MARIA	11/29/2017	153.00
595448	LIQUIDS POWDERS & MACHINES	11/29/2017	546.43
595449	LITERACY RESOURCES INC	11/29/2017	164.98
595450	LOCAL TEL COMMUNICATIONS	11/29/2017	38,555.02
595451	LONG, MICHAEL RAY	11/29/2017	30.00
595452	LOPEZ, ALFONSO C	11/29/2017	113.00
595453	LOWES HOME IMPROVEMENT	11/29/2017	816.54
595454	LUNA, YADIRA L	11/29/2017	30.00
595455	MACGILL	11/29/2017	419.57
595456	MACKENZIE, AARON GRAHAM	11/29/2017	123.03
595457	MACKIN LIBRARY MEDIA	11/29/2017	1,415.94
595458	MADLAND, MARY	11/29/2017	208.33

Check Nbr	Vendor Name	Check Date	Check Amount
595459	MAHLER, CYNTHIA	11/29/2017	146.32
595460	MASON, KRISTINA E	11/29/2017	160.00
595461	MCALLISTER, BROOKE ANNE	11/29/2017	346.72
595462	MCCOURT, HEATHER G	11/29/2017	12.00
595463	MENDOZA, LILIANA	11/29/2017	80.00
595464	MERCER CONSUMER	11/29/2017	3,560.00
595465	MERRILL, DOUGLAS RAY	11/29/2017	274.84
595466	MICRO COMPUTER SYSTEMS	11/29/2017	7,141.20
595467	MIKES PIANO TUNING	11/29/2017	190.00
595468	MILLER, EMILY E	11/29/2017	3.75
595469	MONTALVO, PATRICIA	11/29/2017	99.00
595470	MOSAIC COOPERATIVE LLC	11/29/2017	6,000.00
595471	NANCYS PARTY RENTALS INC	11/29/2017	1,333.32
595472	NC MACHINERY	11/29/2017	560.48
595473	NEES, MELANIE J	11/29/2017	12.95
595474	NEOFUNDS BY NEOPOST	11/29/2017	1,500.00
595475	NICPAN-BROWN, KRISTINA M	11/29/2017	160.00
595476	NORCO INC	11/29/2017	452.47
595477	NW BEARING-BDI	11/29/2017	257.26
595478	NW PBIS NETWORK, INC	11/29/2017	3,150.00
595479	NW TEXTBOOK DEPOSITORY	11/29/2017	85.14
595480	NW VITAL RECORDS CTR INC	11/29/2017	140.00
595481	O'REILLY AUTOMOTIVE STORES	11/29/2017	440.93
595482	OFFICE DEPOT	11/29/2017	9,791.30
595483	OLSON, TINA M	11/29/2017	64.29
595484	ON THE MEND MUSICAL INSTR REPA	11/29/2017	130.08
595485	ORIENTAL TRADING COMPANY INC	11/29/2017	116.41
595486	OXARC	11/29/2017	37.03
595487	PACIFIC SECURITY	11/29/2017	480.00
595488	PATTERSON BUCHANAN FOBES	11/29/2017	5,917.57
595489	PC & MACEXCHANGE	11/29/2017	56,056.50
595490	PC AND MACEXCHANGE A DIVISION	11/29/2017	76.25
595491	PEPIN, RICK D	11/29/2017	58.00
595492	PETERSON, NICKLAS C	11/29/2017	49.85
595493	PLATT ELECTRICAL SUPPLY	11/29/2017	655.29
595494	PNTA	11/29/2017	316.11
595495	POSTMASTER C/O PIONEER	11/29/2017	196.00
595496	PRICHARD, LUCAS ROBERT	11/29/2017	148.48
595497	PRO BUILD CO., LLC	11/29/2017	1,625.62
595498	PUD NO 1 OF CHELAN COUNTY	11/29/2017	25,694.62
595499	QUINN, GINA A	11/29/2017	15.89
595500	R/P GUERRERO FARM	11/29/2017	1,288.00
595501	RATH, KARLYN M	11/29/2017	5.14
595502	REALLY GOOD STUFF	11/29/2017	160.20
595503	RICHERSON, KRISSY D	11/29/2017	26.91
595504	RICHMOND, DEREK EDWARD	11/29/2017	250.00
595505	RICOH USA, INC.	11/29/2017	1,385.50
595506	RICOH USA, INC	11/29/2017	2,572.46
595507	RMT EQUIPMENT	11/29/2017	190.21
595508	ROCHE, STEPHEN	11/29/2017	28.22

Check Nbr	Vendor Name	Check Date	Check Amount
595509	ROYSTER, JANELL MARIA	11/29/2017	480.30
595510	RUSSELL, DOUGLAS A	11/29/2017	102.00
595511	RWC GROUP	11/29/2017	2,219.26
595512	S & W IRRIGATION SUPPLY	11/29/2017	14.84
595513	SAN FRANCISCO SOURDOUGH EATERY	11/29/2017	60.39
595514	SCHOOL ART MATERIALS	11/29/2017	761.79
595515	SCHOOL DATA SOLUTIONS INC	11/29/2017	21,138.00
595516	SHEETS, JILL C	11/29/2017	1,615.74
595517	SHEPPARD, TIMOTHY H	11/29/2017	193.95
595518	SHIPOWICK-SMITH COUNSELING	11/29/2017	208.33
595519	SHOPKO STORES OPERATING CO.	11/29/2017	66.07
595520	SHORT, CHERYL	11/29/2017	208.33
595521	SIAS, KATRINA IRENE	11/29/2017	1,000.00
595522	SIX ROBBLEES INC	11/29/2017	805.83
595523	SMITS, LORETTA	11/29/2017	63.94
595524	SOLUTION TREE LLC	11/29/2017	1,518.00
595525	SOUND ADVICE	11/29/2017	2,500.00
595526	SOUTHARD, MITZI	11/29/2017	160.26
595527	SPRINGBROOK FARMS, INC	11/29/2017	10,363.96
595528	SPRINGER, JOHN	11/29/2017	18.00
595529	SPRINGER, MEGAN T	11/29/2017	36.99
595530	STANS MERRY MART	11/29/2017	524.41
595531	STATE CHEMICAL MANUFACTURING	11/29/2017	913.16
595532	STERICYCLE COMM SOLUTIONS	11/29/2017	87.62
595533	STRICKLAND, ASHLE T	11/29/2017	40.00
595534	STUBER, SI JAMES	11/29/2017	760.14
595535	TACOMA SCREW PRODUCTS INC	11/29/2017	106.00
595536	TACONY CORPORATION	11/29/2017	14.80
595537	TALK IT ROCK IT	11/29/2017	23.99
595538	TEACHER CREATED RESOURCES	11/29/2017	29.20
595539	THE DON'T WAIT PROJECT	11/29/2017	3,883.00
595540	TOIGO, HEIDI S	11/29/2017	10.00
595541	TOLEDO PE SUPPLY COMPANY	11/29/2017	820.15
595542	TOUCH, KATHRYN L	11/29/2017	1,000.00
595543	TROXELL COMMUNICATIONS	11/29/2017	15,256.20
595544	TRUCANO, NANCY	11/29/2017	2,804.78
595545	ULINE	11/29/2017	114.49
595546	UNIV OF WASHINGTON	11/29/2017	7,400.00
595547	UPS	11/29/2017	0.50
595548	US LINEN & UNIFORM INC	11/29/2017	2,141.21
595549	VALDEZ, CYNTHIA	11/29/2017	201.00
595550	VALDEZ, SUSAN L	11/29/2017	43.92
595551	VALLEY TRACTOR	11/29/2017	59.19
595552	VERNIER SOFTWARE	11/29/2017	785.53
595553	VIRCO INC	11/29/2017	1,324.70
595554	WA ST FFA ASSOC/MEMBERSHIP	11/29/2017	1,135.00
595555	WASWUG	11/29/2017	275.00
595556	WAXIE SANITARY SUPPLY	11/29/2017	58.32
595557	WEINSTEIN BEVERAGE CO	11/29/2017	423.76
595558	WEN PETROLEUM CO	11/29/2017	141.14

Check Nbr	Vendor Name	Check Date	Check Amount
595559	WEN SMART CHOICE P S TIRE FACT	11/29/2017	106.12
595560	WEN TRANSFER STATION	11/29/2017	109.01
595561	WEN VALLEY CHAMBER OF COMMERCE	11/29/2017	550.00
595562	WEN VALLEY HOSPITAL	11/29/2017	640.30
595563	WEN VALLEY SHUTTLE	11/29/2017	835.00
595564	WEN WORLD	11/29/2017	348.43
595565	WERA	11/29/2017	2,040.00
595566	WESCO PAINT & EQUIPMENT SUPPLY	11/29/2017	1,152.15
595567	WHITE, CHRISTINA J	11/29/2017	225.00
595568	WHS ASB	11/29/2017	12.00
595569	WILDROSE GRAPHICS	11/29/2017	743.46
595570	WISEMORE, LORI	11/29/2017	130.00
595571	WORKLAND AUTO PARTS	11/29/2017	48.05
595572	WOVE	11/29/2017	300.00
595573	WSSDA ANNUAL CONF	11/29/2017	1,165.00
595574	WVDRC WEN VALLEY DISPUTE RESOL	11/29/2017	350.00
595575	YAKSUM ORCHARD	11/29/2017	290.00
595576	YANEZ, CARMEN L	11/29/2017	113.00
595577	BERRY & CO GENERAL CONTRACTORS	11/29/2017	139,482.58
595578	COURT DEVELOPMENT INC	11/29/2017	7,615.22
595579	FORTE ARCHITECTS INC	11/29/2017	8,976.00
595580	GOPHER SPORT	11/29/2017	2,455.20
595581	HILL INTL INC	11/29/2017	2,213.37
595582	KELLER SUPPLY COMPANY	11/29/2017	1,083.33
595583	PIPKIN INC	11/29/2017	172,747.28
595584	TCF ARCHITECTURE PLLC	11/29/2017	3,316.71
595585	AMAZON CAPITAL SERVICES	11/29/2017	253.08
595586	AREA 10 DECA	11/29/2017	1,280.00
595587	ATHLETIC EQUIPMENT SERVICE LLC	11/29/2017	227.64
595588	AVALON MUSIC INC	11/29/2017	13.00
595589	BEST WESTERN EVERGREEN INN & S	11/29/2017	2,755.00
595590	BROWN, LOREN DEAN	11/29/2017	99.75
595591	BSN SPORTS	11/29/2017	5,433.83
595592	CAFFE D'ARTE	11/29/2017	140.40
595593	CHARTER COLLEGE LLC	11/29/2017	1,000.00
595594	CHELAN CO EXTENSION	11/29/2017	175.00
595595	CHINOOK MUSIC SERVICE INC	11/29/2017	137.00
595596	CITY OF WENATCHEE	11/29/2017	442.26
595597	CLOKE, CHRISTOPHER A	11/29/2017	104.58
595598	COSTCO HOUSEHOLD BANK FSB DO	11/29/2017	2,447.22
595599	DECA INC	11/29/2017	1,620.00
595600	DIST 7 FFA	11/29/2017	100.00
595601	GETTMAN, KIM	11/29/2017	100.00
595602	GROTHE, BRENT JOSEPH	11/29/2017	279.05
595603	HAGLUNDS TROPHIES	11/29/2017	220.65
595604	ICICLE RIVER COMPANY	11/29/2017	1,961.66
595605	KING COUNTY DIRECTORS ASSN	11/29/2017	459.67
595606	LOWES HOME IMPROVEMENT	11/29/2017	385.25
595607	MOODY, STACY J	11/29/2017	45.05
595608	OFFICE DEPOT	11/29/2017	31.18

Check Nbr	Vendor Name	Check Date	Check Amount
595609	PHILADELPHIA SECURITY PROD INC	11/29/2017	452.60
595610	PINS AND NEEDLES	11/29/2017	32.52
595611	R & S VENDING	11/29/2017	632.00
595612	RED LION	11/29/2017	960.96
595613	THACKERAY, ZANE	11/29/2017	40.00
595614	TORRES, SHELBY A	11/29/2017	71.24
595615	UPS STORE #2369	11/29/2017	24.78
595616	WAHSET DISTRICT 1	11/29/2017	2,300.00
595617	WEINSTEIN BEVERAGE CO	11/29/2017	608.12
595618	WHS ASB	11/29/2017	46.00
595619	WSD	11/29/2017	6,432.61
595620	WSD FOOD SERVICES CATERING	11/29/2017	812.50
295	Computer	Check(s) For a Total of	818,637.07

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	295	Computer	Checks For a Total of	818,637.07
Total For	295	Manual, Wire Tran, ACH & Computer Checks		818,637.07
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	818,637.07

F U N D S U M M A R Y

Fund	Description	Balance Sheet	Revenue	Expense	Total
10	General Fund	-6,523.13	0.00	455,145.91	448,622.78
20	Capital Projects	-206.24	0.00	338,095.93	337,889.69
40	Associated Stude	-55.58	0.00	32,180.18	32,124.60

November 28, 2017 Board Meeting

Submission Summary Form for District Contracts

Submit **unsigned** contracts to the District office for review at least two weeks before the scheduled School Board meeting. Upon review, the contracts will be submitted to the Superintendent's office, to be included on the consent agenda for School Board approval. Federally funded contracts must be accompanied with proof that the vendor has not been "Suspended or Debarred". *All District contracts require school board approval.*

The only authorized signatures on contracts are Brian Fiones, Jon Dejong, Les Vandervort, or the School Board.

Date	New / Renewal / Revision	Federal Yes/No	Agency	Purpose	Amount	Effective Dates	Staff Person Responsible for Contract	Reviewed by	PO Required?
09/28/17	Renewal	No	Colonial Vista	Student Clinical Experiences	\$0	2017-2018 School Year	Dennis Conger	Les	No
					Budget Code				
					N/A				
09/28/17	Renewal	No	Regency	Student Clinical Experiences	\$0	2017-2018 School Year	Dennis Conger	Les	No
					Budget Code				
					N/A				
09/28/17	Renewal	No	Riverwest	Student Clinical Experiences	\$0	2017-2018 School Year	Dennis Conger	Les	No
					Budget Code				
					N/A				
11/15/17	Renewal	No	Center for Childhood Deafness and Hearing Loss	Purchase .2 FTE Teacher from Wenatchee School Distr	Revenue \$19,074	Upon Approval - 6/30/18	Trisha Craig	Les	No
					Budget Code				
					N/A				
11/14/17	Renewal	No	ESD105 / EPIC	Services for Preschool students, ages 3-5	\$0	Aug 2017 - Aug 2018	Trisha Craig	Les	No
					Budget Code				
					N/A				
11/15/17	Renewal	No	Chelan-Douglas Child Services Associatio	Clarify Responsibilities and encourage cooperation of services to children 3-5 with disabilities	\$0	10/1/17 - 9/30/18	Trisha Craig	Les	No
					Budget Code				
					N/A				
11/14/17	New	No	Tim Andrews Consulting	Professional Development	\$1,450	11/30/17	Trisha Craig	Les	Yes
					Budget Code				
					2102-27-7000-000				
					Budget Code				
					Budget Code				



Contract Coversheet (Non-Federal)

Request Board Approval

Please submit this form with your **unsigned** contract to Denise Watson at least **3** weeks before the scheduled School Board meeting. Upon attorney review and approval, Les will submit the contract to the Superintendent's office, where it will be included on the agenda for School Board approval.

All contracts require school board approval.

The **only** authorized signatures on a contract are Brian Fiones, Jon DeJong, Les Vandervort, or the School Board.

Date	New or Renewal or Revision	Agency	Purpose	Amount	Contract Start Date & End Date	Staff Person Responsible for Contract	Reviewed Approved by Les?	PO Required?	Attorney Review Required?
09/28/17	Renewal	Colonial Vista	Student Clinical Experiences	\$0	2017-2018 School Year 01/18-09/17	(Put Your Name Here)	 NO		
				Budget Code		I have read this contract and recommend it for board approval.			
				N/A		Initial  Date 11-28-17			

Agency Contact Information (who & where contract needs to be mailed to for signing):

Agency Name Colonial Vista

Attention: _____

Street address or PO Box 601 Okanogan St

City, State, Zip Code Wenatchee, WA 98801

Email Address _____

Phone Number 509 663-1171

Contract Details (Give a brief description of the contract):

Clinical Rotation for our Students in Health Occupations Course

Be sure to follow state bid requirements as outlined in RCW 28A.335.190

RECEIVED
 NOV 09 2017
 By _____

Reviewed by Attorney _____
 Signature

Requires Edits? _____

Affiliation Agreement

Clinical Rotation for Wenatchee High School Health Occupations Program

This agreement is by and between Wenatchee School District and Colonial Vista Post Acute And Rehabilitation Center (hereafter called the health care facility) for the operation of the general and technical aspects of the Clinical Rotation of Wenatchee High School students for the 2017-18 school year.

The Wenatchee School District agrees to assume the following responsibilities

1. Assign students to the specific areas of rotation.
2. Provide clinical personnel with learning objectives and provide direct supervision and instruction of the students in each rotation area.
3. Actively communicate with personnel of all clinical facilities and students to coordinate the program.
4. Instruct students to maintain the confidentiality of all resident/patient records and to ensure student cooperation.
5. Maintain records of student progress and evaluate student learning.
6. Observe policies of each health care facility regarding resident/patient care.
7. Provide the student with liability coverage.
8. Insurance status of each student to cover personal injury while at the facility will be assessed.
9. Have met OSHA requirements for Tuberculosis education and skin testing with documentation on file.
10. Have met OSHA requirements for Blood Born Pathogen/HIV training and provided or offered Hepatitis B vaccinations.

The health care facility agrees to assume the following responsibilities:

1. Be responsible for the total welfare and care of residents/patients.
2. Explain clinical routines, procedures, and policies followed in the health care facility.
3. Assist in evaluating student progress and performance.

Student/Resident Rights and Responsibilities:

1. Students will have the status of learners and will not replace personnel, and service rendered is incidental to the education purposes of the educational program.
2. Students and school staff will follow all policies and procedures of the health care facility.
3. All relevant Federal, State, Local Laws and Regulations.

The school faculty member will be the liaison between the student and the health care facility for the development of the student's knowledge and skills.

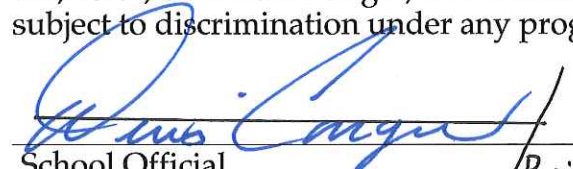
All activities, functions, or duties of the student are to be performed under the direct supervision of the school clinical instructor in cooperation with unit charge nurse.

The school and the health care facility each have a distinct, yet cooperative responsibility for the education of each student. The facility will report to the clinical instructor areas of concern regarding a student's attitude or performance. The facility retains the right to request reassignment of the student.

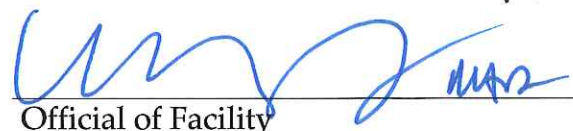
This agreement provides for continuing communication between the facility and the school as necessary to provide optimum experience for student learning. An annual evaluation and review of this agreement is expected.

Either party may discontinue this agreement upon sixty (60) days written notice. The party desiring the termination shall arrange for a conference with the other participating agency.

In keeping with Title VI of the Civil Rights Act of 1964, no person shall, on the grounds of race, sex, color, or national origin, be excluded from participation in, be denied the benefits of, or be subject to discrimination under any program or activity included herein.

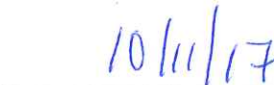

School Official / Brian Flores


Date 10/16/17 date


Official of Facility


Date 10/11/17


Health Occupations Instructor


Date 10/11/17


Contract Coversheet (Non-Federal)

Request Board Approval

Please submit this form with your **unsigned** contract to Denise Watson at least **3** weeks before the scheduled School Board meeting. Upon attorney review and approval, Les will submit the contract to the Superintendent's office, where it will be included on the agenda for School Board approval.

All contracts require school board approval.

The **only** authorized signatures on a contract are Brian Fiones, Jon DeJong, Les Vandervort, or the School Board.

Date	New or Renewal or Revision	Agency	Purpose	Amount	Contract Start Date & End Date	Staff Person Responsible for Contract	Reviewed Approved by Les?	PO Required?	Attorney Review Required?
09/28/17	Renewal	Regency	Student Clinical Experiences	\$0	2017-2018 School Year 01/18-03/17	(Put Your Name Here) I have read this contract and recommend it for board approval. Initial 11-09-17 Date	 NO		
				Budget Code					
				N/A					

Agency Contact Information (who & where contract needs to be mailed to for signing):

Agency Name Regency
 Attention: _____
 Street address or PO Box 1326 Red Apple Rd
 City, State, Zip Code Wenatchee, WA 98801
 Email Address _____
 Phone Number 509 682-2551

Contract Details (Give a brief description of the contract):

Clinical Rotation for our Students in Health Occupations Course

Be sure to follow state bid requirements as outlined in RCW 28A.335.190

RECEIVED
 NOV 09 2017
 By _____

Reviewed by Attorney _____
 Signature

Requires Edits? _____

Affiliation Agreement

Clinical Rotation for Wenatchee High School Health Occupations Program

This agreement is by and between Wenatchee School District and Regency Wenatchee Rehabilitation and Nursing Center (hereafter called the health care facility) for the operation of the general and technical aspects of the Clinical Rotation of Wenatchee High School students for the 2017-18 school year.

The Wenatchee School District agrees to assume the following responsibilities:

1. Assign students to the specific areas of rotation.
2. Provide clinical personnel with learning objectives and provide direct supervision and instruction of the students in each rotation area.
3. Actively communicate with personnel of all clinical facilities and students to coordinate the program.
4. Instruct students to maintain the confidentiality of all resident/patient records and to ensure student cooperation.
5. Maintain records of student progress and evaluate student learning.
6. Observe policies of each health care facility regarding resident/patient care.
7. Provide the student with liability coverage.
8. Insurance status of each student to cover personal injury while at the facility will be assessed.
9. Have met OSHA requirements for Tuberculosis education and skin testing with documentation on file.
10. Have met OSHA requirements for Blood Born Pathogen/HIV training and provided or offered Hepatitis B vaccinations.

The health care facility agrees to assume the following responsibilities:

1. Be responsible for the total welfare and care of residents/patients.
2. Explain clinical routines, procedures, and policies followed in the health care facility.
3. Assist in evaluating student progress and performance.

Contract Coversheet (Non-Federal) Request Board Approval

Please submit this form with your **unsigned** contract to Denise Watson at least **3** weeks before the scheduled School Board meeting. Upon attorney review and approval, Les will submit the contract to the Superintendent's office, where it will be included on the agenda for School Board approval.

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The **only** authorized signatures on a contract are Brian Fiones, Jon DeJong, Les Vandervort, or the School Board.

Date	New or Renewal or Revision	Agency	Purpose	Amount	Contract Start Date & End Date	Staff Person Responsible for Contract	Reviewed Approved by Les?	PO Required?	Attorney Review Required?
09/28/17	Renewal	Riverwest	Student Clinical Experiences	\$0	2017-2018 <i>School Year</i> 01/18-09/17	<i>(Put Your Name Here)</i> I have read this contract and recommend it for board approval.	Reviewed Approved <i>[Signature]</i>	NO	
				Budget Code		Initial <i>LV-17</i>			
				N/A		Date <i>11-6-17</i>			

Agency Contact Information (who & where contract needs to be mailed to for signing):

Agency Name Riverwest
 Attention: _____
 Street address or PO Box 900 Western Ave
 City, State, Zip Code Wenatchee, WA 98801
 Email Address _____
 Phone Number 509 662-2797

Contract Details (Give a brief description of the contract):

Clinical Rotation for our Students in Health Occupations Course

Be sure to follow state bid requirements as outlined in RCW 28A.335.190

RECEIVED
 NOV 09 2017
 By _____

Reviewed by Attorney _____
 Signature

Requires Edits? _____

Affiliation Agreement

Clinical Rotation for Wenatchee High School Health Occupations Program

This agreement is by and between Wenatchee School District and Riverwest Retirement Community (hereafter called the health care facility) for the operation of the general and technical aspects of the Clinical Rotation of Wenatchee High School students for the **2017-18** school year.

The Wenatchee School District agrees to assume the following responsibilities:

1. Assign students to the specific areas of rotation.
2. Provide clinical personnel with learning objectives and provide direct supervision and instruction of the students in each rotation area.
3. Actively communicate with personnel of all clinical facilities and students to coordinate the program.
4. Instruct students to maintain the confidentiality of all resident/patient records and to ensure student cooperation.
5. Maintain records of student progress and evaluate student learning.
6. Observe policies of each health care facility regarding resident/patient care.
7. Provide the student with liability coverage.
8. Insurance status of each student to cover personal injury while at the facility will be assessed.
9. Have met OSHA requirements for Tuberculosis education and skin testing with documentation on file.
10. Have met OSHA requirements for Blood Born Pathogen/HIV training and provided or offered Hepatitis B vaccinations.

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2. Explain clinical routines, procedures, and policies followed in the health care facility.
3. Assist in evaluating student progress and performance.

Student/Resident Rights and Responsibilities:

1. Students will have the status of learners and will not replace personnel, and service rendered is incidental to the education purposes of the educational program.
2. Students and school staff will follow all policies and procedures of the health care facility.

The school faculty member will be the liaison between the student and the health care facility for the development of the student's knowledge and skills.

All activities, functions, or duties of the student are to be performed under the direct supervision of the school clinical instructor in cooperation with unit charge nurse.


The school and the health care facility each have a distinct, yet cooperative responsibility for the education of each student. The facility will report to the clinical instructor areas of concern regarding a student's attitude or performance. The facility retains the right to request reassignment of the student.

This agreement provides for continuing communication between the facility and the school as necessary to provide optimum experience for student learning. An annual evaluation and review of this agreement is expected.

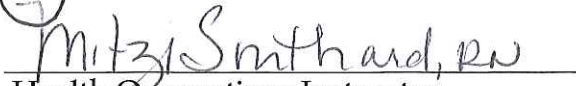
Either party may discontinue this agreement upon sixty (60) days written notice. The party desiring the termination shall arrange for a conference with the other participating agency.

In keeping with Title VI of the Civil Rights Act of 1964, no person shall, on the grounds of race, sex, color, or national origin, be excluded from participation in, be denied the benefits of, or be subject to discrimination under any program or activity included herein.

School Official

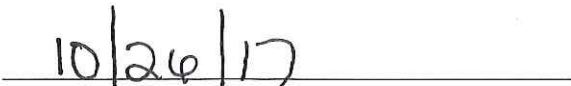


Official of Facility



Health Occupations Instructor

Date



Date




Date

Contract Coversheet (Non-Federal) Request Board Approval

Please submit this form with your unsigned contract to Denise Watson at least 3 weeks before the scheduled School Board meeting. Upon attorney review and approval (if necessary), the contract will be submitted to the Superintendent's office, where it will be included on the agenda for School Board approval.

All contracts require school board approval.

The only authorized signatures on a contract are Brian Flones, Jon DeJong, Les Vandervort, or the School Board.

Date	New / Renew / Revision	Agency	Purpose	Amount or \$0	Contract Start & End Date	Staff Person Responsible for Contract	Reviewed by? (District Office)	Attorney Review Required?
11/15/17	Renewal	Center for Childhood Deafness and Hearing Loss (referred to as the "CENTER")	The purpose of this contract is to purchase .2 FTE (37 days) Teacher of the Deaf services from WSD.	\$19,074	Approval of contract through June 30, 2018	<u>Trisha Craig</u>		Decided at DO
				<u>Revenue</u>	Does it renew automatically?	I have read this contract and recommend it for board approval.	Is a PO Required?	
				N/A	Will be updated annually	<u>TC</u> Initials 11.15.17 Todays Date	NO	

Agency Contact Information (who & where contract needs to be mailed)

Agency Name Center for Childhood Deafness & Hearing Loss
 Attention: Lorana Myers
 Street address or PO Box 611 Grand Boulevard
 City, State, Zip Code Vancouver, WA 98661-4918
 Email Address lorane.myers@cdhl.wa.gov
 Phone Number 360-418-0413

Contract Details (Give a brief description of the contract):

If this is a revision, what changed?

This contract purchases .2 FTE (37 days) from the Wenatchee School District for Teacher of the Deaf services provided by Justin Carvitto.

Be sure to follow state bid requirements as outlined in RCW 28A.335.190

Reviewed by Attorney _____
 Signature

Requires Edits? _____

**CLIENT SERVICE CONTRACT
BETWEEN
STATE OF WASHINGTON
CENTER FOR CHILDHOOD DEAFNESS AND HEARING LOSS
AND
WENATCHEE SCHOOL DISTRICT**

This Contract is made and entered into by and between the state of Washington, Center for Childhood Deafness and Hearing Loss, hereinafter referred to as the "CENTER", and the below named firm, hereinafter referred to as "CONTRACTOR."

Wenatchee School District
112 South Elliott Street
Wenatchee, WA 98801

Trisha Craig, Director of Special Education
(509) 663-7117

PURPOSE

The purpose of this contract is to: purchase .2 FTE (37 days) teacher of the deaf services from the Contractor.

SCOPE OF WORK

- A. Exhibit A, attached hereto and incorporated by reference, contains the General Terms and Conditions governing work to be performed under this contract, the nature of the working relationship between the CENTER and the CONTRACTOR, and specific obligations of both parties.
- B. The CONTRACTOR will provide services and staff, and otherwise do all things necessary for or incidental to the performance of work, as set forth below:

Teacher of the Deaf will actively contribute as a member of the Center's Statewide Outreach Team which duties include attending and participating in the Statewide Outreach team meetings; conducting consultant services on behalf of the Center.

- C. The CONTRACTOR shall produce the following written reports or other written documents (deliverables) by the dates indicated below:

Reports must be prepared and submitted for each service provided as directed by the Center. Timelines will be set by the Center and are critical to meet in order to provide clients with appropriate information to best serve their student(s).

PERIOD OF PERFORMANCE

Subject to other contract provisions, the period of performance under this contract will be from upon signature through June 30, 2018.

COMPENSATION/ PAYMENT

The CENTER shall pay an amount not to exceed **nineteen thousand seventy-four dollars and twenty-four cents (\$19,074.24.16)** for the performance of all things necessary for or incidental to the performance of work as set forth in the Scope of Work. CONTRACTOR'S compensation

for services rendered shall be based on the following rates or in accordance with the following terms:

EXPENSES

CONTRACTOR shall receive reimbursement for travel and other expenses as identified below or as authorized in advance by the CENTER as reimbursable.

Such expenses may include: airfare (economy or coach class only), other transportation expenses, and lodging and subsistence necessary during periods of required travel.

CONTRACTOR shall receive compensation for travel expenses at current state travel reimbursement rates. To receive reimbursement, CONTRACTOR must provide a detailed breakdown of authorized expenses, identifying what was expended and when. Mileage reimbursement rate is available on the Office of Financial Management's website <http://www.ofm.wa.gov/resources/travel.asp>.

BILLING PROCEDURES

CENTER will pay CONTRACTOR upon receipt of properly completed invoices, which shall be submitted to the contract manager not more often than monthly. The invoices shall describe and document, to the CENTER'S satisfaction, the work performed, the progress of the project, and fees.

If expenses are invoiced, provide a detailed breakdown of each type. A receipt must accompany any single expense exceeding \$50.00 in order to receive reimbursement.

Payment shall be considered timely if made by the CENTER within thirty (30) days after receipt of properly completed invoices. Payment shall be sent to the address designated by the CONTRACTOR.

The CENTER may, in its sole discretion, terminate the contract or withhold payments claimed by the CONTRACTOR for services rendered if the CONTRACTOR fails to satisfactorily comply with any term or condition of this contract.

No payments in advance or in anticipation of services or supplies to be provided under this contract shall be made by the CENTER.

The CENTER shall not pay any claims for payment for services submitted more than twelve (12) months after the calendar month in which the services were performed.

DUPLICATION OF BILLED COSTS: The CONTRACTOR shall not bill the CENTER for services performed under this contract, and the CENTER shall not pay the CONTRACTOR, if the CONTRACTOR is entitled to payment or has been or will be paid by any other source, including grants, for that service.

DISALLOWED COSTS: The CONTRACTOR is responsible for any audit exceptions or disallowed costs incurred by its own organization or that of its subcontractors.

The CONTRACTOR warrants that the cost charged for services under the terms of this contract are not in excess of those charged any other client for the same services performed by the same individuals.

CONTRACT MANAGEMENT

The Contract Manager for each of the parties shall be the contact person for all communications and billings regarding the performance of this contract.

Contract Manager for CONTRACTOR is:	Contract Manager for CENTER is:
<p>Tricia Craig Wenatchee School District 112 South Elliott Avenue Wenatchee, WA 98801 Phone: (509) 663-7117 E-mail address: craig.t@ewenatcheeschools.org</p>	<p>Lorana Myers Center for Childhood Deafness and Hearing Loss 611 Grand Boulevard Vancouver, WA 98661-4918 Phone: (360) 418.0413 Fax: (360) 418.0418 E-mail address: lorana.myers@cdhl.wa.gov</p>

INSURANCE

The CONTRACTOR shall provide insurance coverage as set out in this section. The intent of the required insurance is to protect the state should there be any claims, suits, actions, costs, damages or expenses arising from any negligent or intentional act or omission of the CONTRACTOR or subcontractor or agents of either, while performing under the terms of this contract.

The insurance required shall be issued by an insurance company(s) authorized to do business within the state of Washington, and shall name the state of Washington, its agents and employees, as additional insureds under the insurance policy(s). All policies shall be primary to any other valid and collectable insurance. CONTRACTOR shall instruct the insurers to give CENTER 30-days advance notice of any insurance cancellation.

CONTRACTOR shall submit to CENTER within 15-days of the contract effective date, a certificate of insurance, which outlines the coverage and limits defined in the Insurance section. CONTRACTOR shall submit renewal certificates as appropriate during the term of the contract.

The CONTRACTOR shall provide insurance coverage that shall be maintained in full force and effect during the term of this contract, as follows:

Commercial General Liability Insurance Policy

Provide a Commercial General Liability Insurance Policy, including contractual liability, written on an occurrence basis, in adequate quantity to protect against legal liability arising out of contract activity but no less than \$1,000,000 per occurrence. Additionally, the CONTRACTOR is responsible for ensuring that any subcontractors provide adequate insurance coverage for the activities arising out of subcontracts.

Automobile Liability

In the event that services delivered pursuant to this contract involve the use of vehicles, owned or operated by the CONTRACTOR, automobile liability insurance shall be required. The minimum limit for automobile liability is:

\$1,000,000 per occurrence, using a Combined Single Limit
for bodily injury and property damage.

Professional Liability, Errors and Omissions Insurance

The CONTRACTOR shall maintain Professional Liability or Errors and Omissions Insurance. The CONTRACTOR shall maintain minimum limits of no less than \$1,000,000 per occurrence to cover all program activities by the CONTRACTOR and licensed staff employed or under contract to the CONTRACTOR. The state of Washington, its agents and employees need *not* be named as additional insureds under this policy.

The required insurance shall be issued by an insurance company(s) authorized to do business within the state of Washington, and except for Professional Liability or Errors and Omissions Insurance, shall name the state of Washington, its agents and employees as additional insureds under the insurance policy(s).

All policies shall be primary to any other valid and collectable insurance. The CONTRACTOR shall instruct the insurers to give the CENTER 30-days advance notice of any insurance cancellation.

ASSURANCES

The CENTER and the CONTRACTOR agree that all activity pursuant to this contract will be in accordance with all the applicable current federal, state and local laws, rules, and regulations.

ORDER OF PRECEDENCE

Each of the exhibits listed below is by this reference hereby incorporated into this contract. In the event of an inconsistency in this contract, the inconsistency shall be resolved by giving precedence in the following order:

1. Applicable federal and state of Washington statutes and regulations.
2. Special Terms and Conditions as contained in this basic contract instrument.
3. Exhibit A – General Terms and Conditions.

AGREEMENT

This contract, including referenced exhibits, represents all the terms and conditions agreed upon by the parties. No other understandings or representations oral or otherwise, regarding the subject matter of this contract shall be deemed to exist or to bind any of the parties hereto.

CONFORMANCE

If any provision of this contract violates any statute or rule of law of the state of Washington, it is considered modified to conform to that statute or rule of law.

APPROVAL

This contract shall be subject to the written approval of the CENTER'S authorized representative and shall not be binding until so approved. The contract may be altered, amended or waived only by a written amendment executed by both parties.

THIS CONTRACT, consisting of four pages and one attachment, is executed by the persons signing below who warrant that they have the authority to execute the contract.

WENATCHEE SCHOOL DISTRICT

CENTER FOR CHILDHOOD DEAFNESS AND HEARING LOSS

Signature

Signature

Director of Special Education

Program Specialist

Title Date

Title Date

EXHIBIT A
GENERAL TERMS AND CONDITIONS

DEFINITIONS

As used throughout this contract, the following terms shall have the meanings set forth below:

- A. "AGENT" shall mean the Director, and/or the delegate authorized in writing to act on the Director's behalf.
- B. "CENTER" shall mean the Center for Childhood Deafness and Hearing Loss of the state of Washington, any division, section, office, unit or other entity of the CENTER or any of the officers or other officials lawfully representing that CENTER.
- C. "CLIENT" shall mean an individual receiving services under this contract.
- D. "COGNIZANT STATE AGENCY" shall mean the state agency from which the sub-recipient receives federal financial assistance. If funds are received from more than one state agency, the cognizant state agency shall be the agency that contributes the largest portion of federal financial assistance to the sub-recipient.
- E. "CONTRACTOR" shall mean that agency, firm, provider organization, individual or other entity performing services under this contract. It shall include any subcontractor retained by the prime contractor as permitted under the terms of this agreement.
- F. "CONTRACTING OFFICER" shall mean that individual authorized to execute this agreement on behalf of the Center.
- G. "PERSONAL INFORMATION" means information identifiable to any person, including, but not limited to, information that relates to a person's name, health, finances, education, business, use or receipt of governmental services or other activities, addresses, telephone numbers, social security numbers, driver license numbers, other identifying numbers, and any financial identifiers.
- H. "SUBCONTRACTOR" shall mean one not an employee of the contractor, who is performing all or part of those services under this contract under a separate contract with the contractor. The terms "subcontractor" and "subcontractors" mean subcontractor(s) in any tier.
- I. "SUBRECIPIENT" shall mean a non-federal entity that expends federal awards received from a pass-through entity to carry out a federal program, but does not include an individual that is a beneficiary of such a program. It also excludes vendors that receive federal funds in exchange for goods and/or services in the course of normal trade or commerce.
- J. A "VENDOR" is an entity that agrees to provide the amount and kind of services requested by the Center; provides services under the contract only to those beneficiaries individually determined to be eligible by the Center and, provides services on a fee-for-service or per-unit basis with contractual penalties if the entity fails to meet program performance standards.

AMERICANS WITH DISABILITIES ACT (ADA) OF 1990, PUBLIC LAW 101-336, ALSO REFERRED TO AS THE "ADA" 28 CFR PART 35

The contractor must comply with the ADA, which provides comprehensive civil rights protection to individuals with disabilities in the areas of employment, public accommodations, state and local government services, and telecommunications.

ASSIGNMENT

Neither this contract, nor any claim arising under this contract, shall be transferred or assigned by the contractor without prior written consent of the Center.

CERTIFICATION REGARDING DEBARMENT, SUSPENSION AND INELIGIBILITY

The contractor, by signature to this contract, certifies that the contractor is not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded by any federal department or agency from participating in transactions (debarred). The contractor also agrees to include the above requirements in any and all subcontracts into which it enters. The contractor shall immediately notify the Center if, during the term of this contract, contractor becomes debarred. The Center may immediately terminate this contract by providing contractor written notice if contractor becomes debarred during the term of this contract.

CHANGE IN STATUS

In the event of substantive change in the legal status organizational structure or fiscal reporting responsibility of the contractor, contractor agrees to notify the Center of the change. Contractor shall provide notice as soon as practicable, but no later than thirty-days after such a change takes effect.

CHANGES AND MODIFICATIONS

The contracting officer may, at any time, by written notification to the contractor, and without notice to any known guarantor or surety, make changes within the general scope of the services to be performed under the contract. If the contractor agrees to such changes, a written contract amendment reflecting such change shall be executed by the parties.

An equitable adjustment in cost or period of performance or both may be made if required by the change. Any claim for adjustment in price or period of performance must be received within thirty (30) days of the contractor's receipt of the change notice.

The contracting officer may, however, receive and act upon any such claim at any time prior to final payment under the contract at his/her discretion.

Failure to agree to any adjustment made under this section shall be an issue and may be reviewed as provided in the "Disputes" section of this agreement. Nothing in this section shall excuse the contractor from proceeding with the contract as changed.

CONFLICT OF INTEREST

The Center may, in its sole discretion, by written notice to the contractor, terminate this contract if it finds, after due notice and examination by the contracting officer, that there is a violation of the Ethics in Public Service Act, Chapter 42.52 RCW; or any similar statute involving the contractor in the procurement of or performance under, this contract.

In the event this contract is terminated as provided above, the Center shall be entitled to pursue the same remedies against the contractor as it could pursue in the event of a breach of the contract by the contractor.

The rights and remedies of the Center provided for in this clause shall not be exclusive and are in addition to any other rights and remedies provided by law. The existence of facts upon

which the contracting officer makes any determination under this clause shall be an issue and may be reviewed as provided in the "Disputes" clause of this contract.

COVENANT AGAINST CONTINGENT FEES

The contractor warrants that no person or selling agent has been employed or retained to solicit or secure this contract upon an agreement or understanding for a commission, percentage, brokerage or contingent fee, excepting bona fide employees or bona fide established agent maintained by the contractor for the purpose of securing business. The Center shall have the right, in the event of breach of this clause by the contractor, to annul this contract without liability or, in its discretion, to deduct from the contract price or consideration or recover by other means the full amount of such commission, percentage, brokerage or contingent fees.

DISPUTES

Dispute Hearing

Except as otherwise provided in this contract, when a dispute arises between the parties and it cannot be resolved by direct negotiation, either party may request a dispute hearing with the Center's Executive Director or his/her designee.

1. The request for a dispute hearing must:
 - Be in writing.
 - State the disputed issues.
 - State the relative positions of the parties.
 - State the contractor's name, address, and contract number.
 - Be mailed to the agent and the other party's (respondent's) contract manager within three working days after the parties agree that they cannot resolve the dispute.
2. The respondent shall send a written answer to the requestor's statement to both the agent and the requestor within five working days.
3. The agent shall review the written statements and reply in writing to both parties within ten working days. The agent may extend this period if necessary by notifying the parties.
4. The decision shall be admissible in any succeeding judicial or quasi-judicial proceeding.
5. The parties agree that this dispute process shall precede any action in a judicial or quasi-judicial tribunal.

DISALLOWED COSTS

The Contractor is responsible for any audit exceptions or disallowed costs incurred by its own organization or that of its Subcontractors.

DUPLICATE PAYMENT

The Center shall not pay the Consultant, if the Consultant has charged or will charge the State of Washington or any other party under any other contract or agreement, for the same services or expenses.

GOVERNING LAW

This contract shall be construed and interpreted in accordance with the laws of the state of Washington and the venue of any action brought hereunder shall be in Superior Court for Clark County.

INDEMNIFICATION

To the fullest extent permitted by law, contractor shall indemnify, defend and hold harmless state, agencies of state and all officials, agents and employees of state, from and against all claims for injuries or death arising out of or resulting from the performance of the contract. Contractors' obligations to indemnify, defend, and hold harmless includes any claim by contractors' agents, employees, representatives or any subcontractor or its employees.

Contractor expressly agrees to indemnify, defend, and hold harmless the state for any claim arising out of or incident to contractor's or any subcontractor's performance or failure to perform the contract. Contractor's obligation to indemnify, defend, and hold harmless the state, shall not be eliminated or reduced by any actual or alleged concurrent negligence of state or its agents, agencies, employees and officials.

Contractor waives its immunity under Title 51 RCW to the extent it is required to indemnify, defend and hold harmless state and its agencies, officials, agents or employees.

INDEPENDENT CAPACITY

The parties intend that an independent contractor relationship will be created by this contract. The contractor and his or her employees or agents performing under this contract are not employees or agents of the Center. The contractor will not hold himself/herself out as nor claim to be an officer or employee of the Center or of the state of Washington by reason hereof, nor will the contractor make any claim of right, privilege or benefit that would accrue to such employee under law. Conduct and control of the work will be solely with the contractor.

INDUSTRIAL INSURANCE COVERAGE

The contractor shall comply with the provisions of Title 51 RCW, Industrial Insurance. If the contractor fails to provide industrial insurance coverage or fails to pay premiums or penalties on behalf of its employees as may be required by law, the Center may collect from the contractor the full amount payable to the Industrial Insurance accident fund. The Center may:

- Deduct the amount owed by the contractor to the accident fund from the amount payable to the contractor by Center under this contract. and
- Transmit the deducted amount to the Department of Labor and Industries (L&I), Division of Insurance Services.

This provision does not waive any of L&I's rights to collect from the contractor.

LICENSING AND ACCREDITATION STANDARDS

The contractor shall comply with all applicable local, state, and federal licensing, accreditation and registration requirements/standards, necessary in the performance of this contract.

LIMITATION OF AUTHORITY

Only the contracting officer or his/her delegate by writing (delegation to be made prior to action) shall have the express, implied or apparent authority to alter, amend, modify or waive any clause or condition of this contract. Furthermore, any alteration, amendment, modification or waiver of any clause or condition of this contract is not effective or binding unless made in writing and signed by the contracting officer.

NONDISCRIMINATION

During the performance of this contract, the contractor shall comply with all federal and state nondiscrimination laws, regulations and policies. In the event of the contractor's noncompliance or refusal to comply with any nondiscrimination law, regulation or policy, this contract may be rescinded, canceled or terminated in whole or in part, and the contractor may

be declared ineligible for further contracts with the Center. The contractor shall, however, be given a reasonable time in which to cure this noncompliance. Any dispute may be resolved in accordance with the "Disputes" procedure set forth herein.

OVERPAYMENTS AND ASSERTION OF LIEN

In the event that the Center establishes overpayments or erroneous payments made to the contractor under this contract, the Center may secure repayment, plus interest, if any, through the filing of a lien against the contractor's real property or by requiring the posting of a bond, assignment of deposit or some other form of security acceptable to the Center or by doing both.

PRIVACY

Personal information collected, used or acquired in connection with this contract shall be used solely for the purposes of this contract. Contractor and its subcontractors agree not to release, divulge, publish, transfer, sell or otherwise make known to unauthorized persons personal information without the express written consent of the Center or as provided by law.

Contractor agrees to implement physical, electronic and managerial safeguards to prevent unauthorized access to personal information.

The Center reserves the rights to monitor, audit or investigate the use of personal information collected, used or acquired by the contractor through this contract. The monitoring, auditing or investigating may include but is not limited to "salting" by the Center.

Contractor shall certify the return or destruction of all personal information upon expiration of this contract. Salting is the act of placing a record containing unique but false information in a database that can be used later to identify inappropriate disclosure of data contained in the database.

Any breach of this provision may result in termination of the contract and the demand for return of all personal information. The contractor agrees to indemnify and hold harmless the Center for any damages related to the contractor's unauthorized use of personal information.

For the purposes of this provision, personal information includes but is not limited to information identifiable to an individual that relates to a natural person's health, finances, education, business, use or receipt of governmental services or other activities, names, addresses, telephone numbers, social security numbers, driver license numbers, financial profiles, credit card numbers, financial identifiers and other identifying numbers.

RECORDS, DOCUMENTS, AND REPORTS

The contractor shall maintain all books, records, documents, data and other evidence relating to this contract and performance of the services described herein, including but not limited to accounting procedures and practices, which sufficiently and properly reflect all direct and indirect costs of any nature expended in the performance of this contract.

Contractor shall retain such records for a period of six years following the date of final payment. At no additional cost, these records, including materials generated under the contract, shall be subject at all reasonable times to inspection, review or audit by the Center, personnel duly authorized by the Center, the Office of the State Auditor, and federal and state officials so authorized by law, regulation or agreement.

If any litigation, claim or audit is started before the expiration of the six (6) year period, the records shall be retained until all litigation, claims or audit findings involving the records have been resolved.

REGISTRATION WITH DEPARTMENT OF REVENUE

The contractor shall complete registration with the Department of Revenue, General Administration Building, Olympia WA 98504, and be responsible for payment of all taxes due on payments made under this contract.

RIGHT OF INSPECTION

The contractor shall provide right of access to its facilities to the Center or any of its officers at all reasonable times, in order to monitor and evaluate performance, compliance, and/or quality assurance under this contract on behalf of the Center.

All inspections and evaluations shall be performed in such a manner that will not unduly interfere with the contractor's business or work hereunder.

RIGHTS IN DATA

Unless otherwise provided, data that originates from this contract shall be "works for hire" as defined by the U.S. Copyright Act of 1976 and shall be owned by the Center. Data shall include, but not be limited to, reports, documents, pamphlets, advertisements, books, magazines, surveys, studies, computer programs, films, tapes, and/or sound reproductions. Ownership includes the right to copyright, patent, register and the ability to transfer these rights.

Data that is delivered under the contract, but that does not originate there from, shall be transferred to the Center with a nonexclusive, royalty-free, irrevocable license to publish, translate, reproduce, deliver, perform, dispose of, and to authorize others to do so; provided that such license shall be limited to the extent that the contractor has a right to grant such a license.

The contractor shall exert all reasonable effort to advise the Center, at the time of delivery of data furnished under this agreement, of all known or potential invasions of privacy contained therein and of any portion of such document, which was not produced in the performance of this agreement.

The Center shall receive prompt written notice of each notice or claim of copyright infringement received by the contractor with respect to any data delivered under this agreement. The Center shall have the right to modify or remove any restrictive markings placed upon the data by the contractor.

SAFEGUARDING OF INFORMATION

The contractor shall not use or disclose any:

- Personal Information gained by reason of this contract, or
- Information that may be classified as confidential for any purpose not directly connected with the administration of this contract except (1) with prior written consent of the Center or (2) as may be required by law. The contractor shall safeguard such information and shall return or certify destruction of the information upon contract expiration or termination.

SAVINGS

In the event funding from state, federal or other sources is withdrawn, reduced or limited in any way after the effective date of this contract and prior to normal completion, the Center may terminate the contract under the "Termination for Convenience" clause, without advance

notice, subject to renegotiation at the Center's discretion under those new funding limitations and conditions.

SEVERABILITY

If any provision of this contract or any provision of any document incorporated by reference shall be held invalid, such invalidity shall not affect the other provisions of this contract that can be given effect without the invalid provision, if such remainder conforms to the requirements of applicable law and the fundamental purpose of this contract, and to this end the provisions of this contract are declared to be severable.

SINGLE AUDIT ACT REQUIREMENTS

If the contractor is a subrecipient of federal awards as defined by Office of Management and Budget (OMB) Circular A-133, the contractor shall maintain records that identify all federal funds received and expended. Such funds shall be identified by the appropriate OMB Catalog of Federal Domestic Assistance Numbers.

The contractor shall make the contractor's records available for review or audit by officials of the federal awarding agency, the General Accounting Office, the Center, and the Washington State Auditor's Office. The contractor shall incorporate OMB Circular A-133 audit requirements into all contracts between the contractor and its subcontractors who are subrecipients. The contractor shall comply with any future amendments to OMB Circular A-133 and any successor or replacement Circular or regulation.

If the contractor expends \$500,000 or more in federal awards from any and/or all sources in any fiscal year ending after December 31, 2003, the contractor shall procure and pay for a single or program-specific audit for that year.

Upon completion of each audit, the contractor shall submit to the contracting officer named in this contract the data collection form and reporting package specified in OMB Circular A-133, reports required by the program-specific audit guide (if applicable).

SUBCONTRACTING

Neither the contractor nor any Subcontractor shall enter into subcontracts for any of the work contemplated under this contract without obtaining prior written approval of the Center.

In no event shall the existence of the subcontract operate to release or reduce the liability of the contractor to the Center for any breach in the performance of the contractor's duties.

This clause does not include contracts of employment between the contractor and personnel assigned to work under this contract.

TERMINATION FOR CONVENIENCE

Except as otherwise provided in this contract, the contracting officer may, by ten (10) days written notice, beginning on the second day after the mailing, terminate this contract in whole or in part. If this contract is so terminated, the Center shall be liable only for payment required under the terms of this contract for services rendered or goods delivered prior to the effective date of termination.

TERMINATION FOR DEFAULT

The contracting officer may terminate this contract for default, in whole or in part, by written notice to the contractor if the Center has a reasonable basis to believe that the contractor has:

- Failed to meet or maintain any requirement for contracting with the Center.

- Failed to ensure the health or safety of any client for whom services are being provided under this contract.
- Failed to perform under or otherwise breached, any term or condition of this contract, and/or
- Violated any applicable law or regulation.

If it is later determined that the contractor was not in default, the termination shall be considered a termination for convenience.

TERMINATION PROCEDURE

Upon termination of this contract the Center, in addition to any other rights provided in this contract, may require the contractor to deliver to the Center any property specifically produced or acquired for the performance of such part of this agreement as has been terminated. The provisions of the "Treatment of Assets" clause shall apply in such property transfer.

The Center shall pay to the contractor the agreed upon price, if separately stated, for completed work and services accepted by the Center and the amount agreed upon by the contractor and the contracting officer for:

- Completed work and services for which no separate price is stated.
- Partially completed work and services.
- Other property or services that are accepted by the Center.
- The protection and preservation of the property, unless the termination is for default, in which case the contracting officer shall determine the extent of the liability of the Center. Failure to agree with such determination shall be a dispute within the meaning of the "Disputes" clause of this agreement.

The Center may withhold from any amounts due the contractor for such completed work or services such sum as the contracting officer determines to be necessary to protect the Center against potential loss or liability.

The rights and remedies of the Center provided in this section shall not be exclusive and are in addition to any other rights and remedies provided by law or under this agreement.

After receipt of a notice of termination, and except as otherwise directed by the contracting officer, the contractor shall:

1. Stop work under the agreement on the date and to the extent specified in the notice.
2. Place no further orders or subcontracts for materials, services or facilities except as necessary to complete such portion of the work not terminated.
3. Assign to the Center, in the manner, at the times, and to the extent directed by the contracting officer, all of the rights, titles, and interest of the contractor under the orders and subcontracts in which case the Center has the right, at its discretion, to settle or pay any or all claims arising out of the termination of such orders and subcontracts.
4. Settle all outstanding liabilities and all claims arising out of such termination of orders and subcontracts, with the approval or ratification of the contracting officer to the extent he/she may require, which approval or ratification shall be final for all the purposes of this clause.
5. Transfer title to the Center and deliver, in the manner, at the times and to the extent as directed by the contracting officer, any property which, if the contract had been completed, would have been required to be furnished to the Center.

6. Complete performance of such part of the work not terminated by the contracting officer.

7. Take such action as may be necessary or as the contracting officer may direct, for the protection and preservation of the property related to this agreement that is in the possession of the contractor and in which the Center has or may acquire an interest.

TREATMENT OF ASSETS

1. Title to all property financed or furnished by the Center shall remain in the Center. Title to all property purchased by the contractor, for which the contractor is entitled to be reimbursed as a direct item of cost under this contract, shall pass to and vest in the Center upon delivery of such property to the contractor.

Title to other property, the cost of which is reimbursable to the contractor under the contract, shall pass to and vest in the Center upon:

- Issuance for use of such property in the performance of this contract or
 - Commencement of use of such property in the performance of this contract, or
 - Reimbursement of the cost thereof by the Center in whole or in part, whichever first occurs.
2. Any property of the Center furnished to the contractor shall, unless otherwise provided herein or approved by the Center, be used only for the performance of this contract.
 3. The contractor shall be responsible for any loss or damage to property of the Center that results from the negligence of the contractor or that results from the failure on the part of the contractor to maintain and administer that property in accordance with sound management practices.
 4. If any Center property is lost, destroyed or damaged, the contractor shall notify the Center and shall take all reasonable steps to protect the property from further damage.
 5. The contractor shall surrender to the Center all property of the Center prior to settlement upon completion, termination or cancellation of this agreement.
 6. All reference to the contractor under this clause shall include contractor's employees, agents or subcontractors.

WAIVER OF DEFAULT



Waiver of any default or breach shall not be deemed to be a waiver of any subsequent default or breach. Waiver shall not be construed to be a modification of the terms of the contract unless stated to be such in writing, signed by the contracting officer of the Center.

Contract Coversheet (Non-Federal) Request Board Approval

Please submit this form with your unsigned contract to Denise Watson **at least 3 weeks** before the scheduled School Board meeting. Upon attorney review and approval (if necessary), the contract will be submitted to the Superintendent's office, where it will be included on the agenda for School Board approval.

All contracts require school board approval.

The only authorized signatures on a contract are Brian Fiones, Jon DeJong, Les Vandervort, or the School Board.

Date	New / Renew / Revision	Agency	Purpose	Amount or \$0	Contract Start & End Date	Staff Person Responsible for Contract	Reviewed by? (District Office)	Attorney Review Required?
11/14/17	Renewal	ESD 105/ EPIC	Services for Preschool Students, ages three to five years.	\$0	August 2017 through August 2018	<u>Trisha Craig</u>		Decided at DO
				Budget Code or N/A	Does it renew automatically?	I have read this contract and recommend it for board approval.	Is a PO Required?	
				N/A	No	 11.15.17 Today's Date	NO	

Agency Contact Information (who & where contract needs to be mailed)

Agency Name: Educational Service District No. 105
 Attention: Kevin Chase, Superintendent
 Street address or PO Box: 33 South Second Ave
 City, State, Zip Code: Yakima, WA 98902
 Email Address: kevin.chase@esd105.org
 Phone Number: 509-575-2885

Contract Details (Give a brief description of the contract):

If this is a revision, what changed?

This agreement is to establish working procedures in the provision of services to preschool children, three to five years of age, suspected of a disability or eligible for special education or related services in compliance with the Federal and State Laws and regulations.

Be sure to follow state bid requirements as outlined in RCW 28A.335.190

Reviewed by Attorney _____

Signature

Requires Edits? _____



Memorandum of Understanding



Memorandum of Understanding – This memorandum of understanding is created by ESD 105 and its Head Start Contractor, EPIC (ESD 105/EPIC) to partner with Local Education Agency (LEA), referred to Wenatchee School District, for Services to Children with Disabilities.

This is a formal agreement between Wenatchee School District, ESD 105/EPIC. The period of time this agreement is in place for is from August, 2017 to August, 2018.

I. Purpose Statement

The purpose of this agreement is to establish working procedures in the provision of services to preschool children, three to five years of age, suspected of a disability or eligible for special education or related services in compliance with the Federal and State Laws and regulations. The agencies involved are mandated to serve children with disabilities; the shared mandate provides an opportunity for the formation of a partnership. Working together, the agencies seek to streamline the system that identifies children and provides services to eligible children. The partners will maximize the use of resources and increase opportunities for contacts that facilitate communication and coordination of planning and service delivery. In addition to specify the roles and responsibilities of the two agencies, the agreement provides guidance for implementation and a framework for the enhancement of collaboration between ESD 105/, EPIC and the agreeing party, Wenatchee School District.

II. Program Mandates

A. Responsibility of Wenatchee School District:

- Locate and identify preschool children with disabilities through a Child Find effort which includes a screening process.
- Provide free and appropriate public education (FAPE) to preschool children with disabilities, to include the development and implementation of an Individualized Education Plan (IEP).
- Place preschool children with disabilities in the least restrictive environment with an opportunity to interact with non-disabled peers to maximum extent appropriate.
- Work with appropriate community agencies to provide

B. Responsibility of ESD 105/EPIC:

- Recruit, enroll and serve eligible children ages 3 to 5.
- No less than 10% of the total number of enrollment opportunities in Head Start program shall be available for children with disabilities who are eligible to participate.
- All children enrolled will be screened for concerns in the areas of health and development, within the first 45 days of the ESD 105/EPIC program.
- All children determined to be at risk will be referred to the appropriate professionals for diagnostic evaluations.
- Collaboration with Wenatchee School District will happen on a scheduled once a month basis; when the Wenatchee School

Memorandum of Understanding

<p>services to preschool children with disabilities.</p> <ul style="list-style-type: none"> • Maintain and submit census and attendance data on eligible preschool children with disabilities for funding entitlement and budget preparation. 	<p>District is providing services to children with an identified disability that is enrolled in the ESD 105/EPIC program.</p>
<p>iii. <u>Program Description</u></p> <p>The local Education Agency <u>Wenatchee School District</u> agrees to provide services to the cities of <u>Wenatchee</u> in the following areas:</p>	
<p>Columbia Elementary School (509) 662-7256 600 Alaska Street Wenatchee, WA 98801</p> <p>John Newberry Elementary School (509) 664-8930 850 North Western Avenue Wenatchee, WA 98801</p> <p>Lewis and Clark Elementary School (509) 663-5351 1130 Princeton Avenue Wenatchee, WA 98801</p> <p>Lincoln Elementary School (509) 663-5710 1224 Methow Street Wenatchee, WA 98801</p> <p>Mission View Elementary School (509) 663-5851 60 Terminal Ave. Wenatchee, WA 98801</p> <p>Sunnyslope Elementary School (509) 662-8803 3109 School Street Wenatchee, WA 98801</p>	<p>ESD 105/EPIC 1900 Rock Island Rd East Wenatchee, WA 98802</p>



Memorandum of Understanding



Washington Elementary (509) 662-5504 1401 Washington Street Wenatchee, WA 98801	
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IV. Service Implementation: Child Find Screening

<p><u>Wenatchee School District will:</u></p> <ul style="list-style-type: none"> • Collaborate with ESD 105/EPIC by participating in joint referral staffing's as well as on going staffing's regarding children enrolled in the EPIC program who are receiving services from Wenatchee on a minimum of a bi-weekly basis. • Aid in identifying children who should be referred to the School Districts Special Education Department for further evaluation. • School District personnel will discuss and give guidance on the appropriateness of a referral. • If the information provided in the referral does not provide adequate information to evaluate, the School District will screen/observe the child to determine if an evaluation is appropriate. • Involve ESD 105/ EPIC in review and up-date meetings regarding IEP's. 	<p><u>ESD 105/ EPIC will:</u></p> <ul style="list-style-type: none"> • Assure all children enrolled in the ESD 105/ EPIC are provided developmental: <ul style="list-style-type: none"> ○ ASQ-3/ASQ-SE ○ Language Screenings ○ Vision and Hearing testing ○ Physical and Dental examinations • Obtain developmental and health history from the family. • Identify children who are potential referrals within 15 days after screening results are completed, in addition to concerns that arise during the year. • Host and participate in referral and follow-up staffing's with the School Districts Special Education Team, to review screening results of those children who may need to be referred to the district for further evaluation of areas of concern. • Host if needed any meetings for other children that are already on IEPs regarding reviews and up-dates.
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V. Referral for Evaluation Once referral packet is completed and brought to District

<p><u>Wenatchee School District Will:</u></p> <ul style="list-style-type: none"> • When the ESD 105/EPIC staff has identified a child who may be in need of further evaluation, the School District will be notified of the scheduled meeting at which time a staffing will occur. The team will discuss interventions that have or have 	<p><u>ESD 105/EPIC will:</u></p> <ul style="list-style-type: none"> • The ESD 105 Special Services or Mental Health Content Specialist will bring individual child concerns to the Yakima District team meeting or will initiate contact with District Special Education department.
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<p>not been implemented, as well as classroom management. A staffing plan will be in place at the end of the staffing meeting with a scheduled date to follow up on staffing.</p> <ul style="list-style-type: none"> • If Wenatchee feels there is a need to complete a Brigance on an individual child a Brigance measurement tool will be provided to them and YSD would be the responsible party to complete the Brigance with the child. The Wenatchee S.D would have a trained Wenatchee S.D. staff administer the DIAL. • Once a referral packet has been created, the ESD 105/EPIC Special Services or Mental Health Content Specialist will schedule a meeting with the family and YSD staff, to conduct the Referral meeting. At this time the family will be made aware of their rights and that a Wenatchee staff member will be contacting them to meet to gather the family's case history. • The School District will obtain parental permission for mutual exchange of confidential information and Permission for Evaluation. • The School District Special Education team will determine whether the child is a candidate for evaluation. • When a child who is currently on an IEP/IFSP and receiving services enrolls in the ESD105/EPIC program, with parent permission, copies of all evaluation information and a current IEP/IFSP will be shared within 15 days. 	<ul style="list-style-type: none"> • After ESD 105/EPIC and Wenatchee have staffed individual child concerns/ needs, and interventions have been in place, a referral packet will be put together, by EPIC classroom staff. The referral will include parent permission to release and exchange information with Wenatchee staff. • If Wenatchee request that a DIAL be administered, ESD 105/EPIC staff member will provide them with the DIAL, this information will also be included in the referral packet. • ESD 105 Special Services or Mental Health Content Specialist will contact the parents to schedule a meeting to review referral with the family and all members of the team. • The meeting will provide the district with an opportunity to obtain parent's permission needed for the evaluation to start and gather additional information as needed. • ESD 105/EPIC, will obtain parent permission form to release School District Special Information.
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VI. Comprehensive Evaluation When referral moves forward to Evaluation

<p><u>Wenatchee School District will:</u></p> <ul style="list-style-type: none"> • Notify ESD 105/EPIC's Special Service or Mental Health Content Specialist as evaluation appointments are scheduled with the ESD 105/EPIC families. • If the families/child's primary language is Spanish or another language other than English, provide assistance in translating and/or interpreting for evaluation. 	<p><u>ESD 105/EPIC will:</u></p> <ul style="list-style-type: none"> • The ESD 105/EPIC's Special Services or Mental Health Content Specialist will track evaluation appointment scheduled by the School District Special Education team with ESD 105/EPIC families. • Arrange additional required evaluations or examinations, which may be needed by ESD 105/EPIC child, referred to
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<ul style="list-style-type: none"> • Within 35 school days after parent permission to evaluate is obtained, complete appropriate evaluation of all children referred by ESD 105/EPIC. • At the conclusion of the evaluation the school District Special Education team will convene a meeting with the parents and ESD105/EPIC staff to review the assessment results and make an eligibility determination and make service and placement recommendations. • With parent consent, provide written results of all completed evaluations to ESD 105/EPIC's Special Services or Mental Health Content Specialist, within 10 calendar days. 	<p>School District Special Education Services.</p> <ul style="list-style-type: none"> • For children that are referred for possible School District Special Education Services, share relevant evaluation results with the School District Special Education Team.
VII. Individualized Education Program Development	
<p><u>Wenatchee School District will:</u></p> <ul style="list-style-type: none"> • Develop an Individualized Education Plan (IEP) within 30 calendar days of the completed evaluation. • Schedule an initial IEP conference with the parent, a general education teacher and ESD 105/EPIC's staff and Special Services or Mental Health Content Specialist, for children that will be receiving School District Special Education Services. • With parent permission, provide a copy of IEP for each child receiving School District Special Education Services to ESD 105/EPIC's Special Services or Mental Health Content Specialist within 15 days. Provide translated copy of IEP when applicable. 	<p><u>ESD 105/EPIC will:</u></p> <ul style="list-style-type: none"> • Provide additional information requested by School District Special Education department to support the development of an integrated plan. • Review IEP for the purpose of goal implementation and individualization within the Head Start classroom. • Encourage parents to participate in the development of the IEP. • For any ESD 105/EPIC child determined eligible for School District Special Services, a process identifying other needs and services will be the responsibility of ESD 105/EPIC staff.
VIII. Placement	
<p><u>Wenatchee School District will:</u></p> <ul style="list-style-type: none"> • Plan placement and intervention(s) in the least restrictive environment through enrollment in one or both programs. • Provide ESD 105/EPIC with relevant information and suggestions which would support developmental of individualized goal implementation for Head Start classroom. 	<p><u>ESD 105/EPIC will:</u></p> <ul style="list-style-type: none"> • Follow-up on referrals to obtain enrollment application and communicate with Family Community Partnerships Specialist personnel regarding enrollment/placement within Head Start. • Reserve enrollment slots for preschool children with

Memorandum of Understanding

<ul style="list-style-type: none"> • The Wenatchee School District will refer families, whom they identify to be good candidates for the ESD 105/ EPIC Head Start Programs(s). 	<p style="text-align: center;">disabilities (at least 10% of total enrollment).</p>
<p>IX. <u>Specific Program Service Delivery</u></p>	
<p><u>Wenatchee School District will:</u></p> <ul style="list-style-type: none"> • School District will arrange for appropriate special education and related services to meet each child’s IEP goals and objectives. • Service will be provided on the ESD 105/EPIC’s site unless the Child’s Individualized Education Plan indicates that Special Education Services will be provided in another setting. • Implement and monitor the special education and/or related services specified in the IEP. • School District will ensure that services being provided will be provided by qualified personnel. 	<p><u>ESD 105, and its Head Start Contractor, EPIC will:</u></p> <ul style="list-style-type: none"> • Provide comprehensive child development services. • Implement any portion of the IEP, which specifies ESD 105/EPIC involvement in coordination of IEP and the Child’s Developmental Plan. • Participate in joint staffing’s or conferences as needed to monitor the progress and revise plans for children jointly served by ESD 105/EPIC and School District Special Education Department at least every two months.
<p>X. <u>Procedures for Review/Monitoring of Child’s Progress</u></p>	
<p><u>Wenatchee School District will:</u></p> <ul style="list-style-type: none"> • Implement and monitor the special education and/or related services specified in the IEP. • Initiate annual review meeting of IEP’s. • Provide reviews of the child’s progress at staff meetings. 	<p><u>ESD 105/EPIC will:</u></p> <ul style="list-style-type: none"> • Provide space for annual review meeting to occur on site, as able. • Facilitate parent/guardian’s understanding of their child’s progress.
<p>XI. <u>Procedure for Hiring Supervising Staff Providing Special Services</u></p>	
<p><u>Wenatchee School District will:</u></p> <ul style="list-style-type: none"> • Provide for the hiring and supervision of all staff providing special services. 	<p><u>ESD 105, and its Head Start Contractor, EPIC will:</u></p> <ul style="list-style-type: none"> • Develop and maintain professional relationships with staff providing special services.
<p>XII. <u>Confidentiality</u> Wenatchee School District and ESD 105/EPIC shall follow the requirements in the Family Education Right of Privacy Act (FERPA).</p>	
<p>XIII. <u>Training and Technical Assistance</u> Both agencies will ensure that respective agency staff is trained annually on the Memorandum Agreement.</p>	


<p><u>Wenatchee School District will:</u></p> <ul style="list-style-type: none"> • Share evaluation information to assist in developing Child Development Plan. • Provide technical assistance to staff in implementing Child Development Plan goals and objectives. • Provide regular consultation for teachers regarding child progress, concerns and coordination of activities and instruction. 	<p><u>ESD 105/EPIC will:</u></p> <ul style="list-style-type: none"> • Identify specific needs for training or consultation to support the delivery of appropriate, quality services to children with disabilities in ESD 105/EPIC. • Contact School District Special Education department to determine if staff is available to provide training/consultation to staff or parents.
<p>XIV. <u>Counting & Reporting Children with Disabilities</u></p>	
<p><u>Wenatchee School District will:</u></p> <ul style="list-style-type: none"> • With parent permission provide ESD 105/EPIC staff with IEP information of children enrolled in both programs. • Assist with required documentation for reporting as needed. <p>XV. <u>Parent Involvement Activities</u></p> <p><u>Wenatchee School District will:</u></p> <ul style="list-style-type: none"> • When training or consultation needs are identified by ESD 105/EPIC, arrange with the District to provide training/consultation to ESD 105/EPIC staff and/or parents. 	<p><u>ESD 105/EPIC will:</u></p> <ul style="list-style-type: none"> • Provide data and track enrollment of Children with IEP's. • Assist with required documentation for reporting as needed. <p><u>ESD105/EPIC will:</u></p> <ul style="list-style-type: none"> • When possible, provide parents whose children will be receiving School District Special Education Services with the support necessary to assure participation in IEP planning including information about available programming, assistance in needs identification and goal setting, transportation and other available ESD 105/EPIC services.
<p>XVI. <u>Transition Activities</u></p>	
<p><u>Wenatchee School District will:</u></p> <ul style="list-style-type: none"> • Will provide the ESD 105/EPIC with information required for 	<p><u>ESD 105/EPIC will:</u></p> <ul style="list-style-type: none"> • Assure that children that will be attending the school district

Contract Coversheet (Non-Federal) Request Board Approval

Please submit this form with your unsigned contract to Denise Watson at least 3 weeks before the scheduled School Board meeting. Upon attorney review and approval (if necessary), the contract will be submitted to the Superintendent's office, where it will be included on the agenda for School Board approval.

All contracts require school board approval.

The only authorized signatures on a contract are Brian Flones, Jon DeJong, Les Vandervort, or the School Board.

Date	New / Renew / Revision	Agency	Purpose	Amount or \$0	Contract Start & End Date	Staff Person Responsible for Contract	Reviewed by? (District Office)	Attorney Review Required?
11/15/17	Renewal	Chelan-Douglas Child Services Association (CDCSA)	WSD will provide evaluation, IEP development and related services to qualified student in our school district who are served by Chelan-Douglas Child Services Association.	\$0	10/1/17 through September 30, 2018	<u>Trisha Craig</u>		
				Budget Code or N/A	Does it renew automatically?	I have read this contract and recommend it for board approval.	Is a PO Required?	
				No cost	Will be updated annually	<u>TC</u> Initials <u>11-15-17</u> Today's Date	NO	Decided at DO

Agency Contact Information (who & where contract needs to be mailed)

Agency Name: Chelan Douglas Child Services Association
 Attention: C. Janet Robles, Health/Special Services Interim Coord.
 Street address or PO Box: 1305 Kittitas St
 City, State, Zip Code: Wenatchee, WA 98801
 Email Address: janet.r@cdcsa.com
 Phone Number: 509-662-0683

Contract Details (Give a brief description of the contract):

If this is a revision, what changed?

The purpose of this Interagency Agreement is to clarify responsibilities and encourage cooperation in provision of services to children, 3-5 years old, with disabilities who may be qualify for programs offered by Chelan Douglas Child Services Association and/or Wenatchee School District.

Be sure to follow state bid requirements as outlined in RCW 28A.335.190

Reviewed by Attorney _____

Signature

Requires Edits? _____

Interagency Agreement

Wenatchee School District Special Education and
Chelan Douglas Child Services Association (CDCSA)

Philosophy: Agency Collaboration optimizes and enriches education services for children and families.

Purpose: The purpose of this agreement is to clarify responsibilities and encourage cooperation in the provision of services to children, ages 3 – 5 years old, with disabilities who may qualify for programs offered by Chelan Douglas Child Services Association and/or Wenatchee School District.

General Responsibilities:

Chelan Douglas Child Services Association

1. Refer students, using CDCSA processes and forms, who exhibit behaviors suggesting possible developmental delay.
2. Facilitate communication and interaction with CDCSA parents to accomplish assessment, evaluation and service to developmentally delayed students. This is to include provision of a release of information signed by parents allowing exchange of confidential information for the duration of service.
3. In cooperation with school district personnel and accordance with the Individual Education Plan (IEP), CDCSA staff will deliver educational and developmental services to identified handicapped students within the scope of the CDCSA program.
4. In cooperation with school district personnel, CDCSA staff will plan and facilitate parent/staff training to improve recognition, referral and service of children with special needs.
5. Collaborate to develop transition plans for children moving between CDCSA and school district supported programs.
6. Share resources to meet the special education goals of children on an IEP. Equipment provided for service of an individual child will remain the property of the program that purchased the item.
7. Transportation will be provided by the enrolling agency unless otherwise designated in the IEP.
8. Participate in collaborative activities and interventions that conform to the Washington Administrative Code (WAC).

Wenatchee School District

1. Provide assessment, evaluation and therapeutic service to qualified children referred by CDCSA. These services will be consistent with services provided to district enrolled children and in accordance with WAC requirements.
2. Include CDCSA staff in IEP development and provide feedback and guidance in the identified areas to classroom personnel who support child development
3. The School District reserves the right to determine the most appropriate site for the delivery of therapeutic services. It will provide transportation for children served at any site other than the CDCSA campus.
4. Facilitate development of CDCSA staff and parent training designed to improve recognition, referral and service of children with special needs.
5. Collaborate with CDCSA to develop a transition plan for children exiting CDCSA programs and entering school district programs.

Statement of Specific Procedures

Eligibility: Determination of eligibility for special education services will be in accordance with and regulated by the WAC. Candidates for disability services who do not meet school district service standards but do meet those of the Administration of Children and Families will be referred to CDCSA for intervention. CDCSA will support Child Find events as planned with the district on a yearly basis. This may include fostering community awareness and provision of space for conducting assessments.

Referral: Any children attending CDCSA and residing within the service area of the school district may be referred. Parents will be notified prior to referral. State time-lines, as defined in WAC, will apply. Paperwork prior to and including the Notice of Concern will be completed by CDCSA. Post referral paperwork will be completed by the School District with CDCSA assistance as needed.

Assessment and Evaluation: The decision to assess and evaluate will be made by the School District and carried out by district personnel. Outcome information will be made available to CDCSA.

IEP: If eligible for Special Education services, the IEP will be developed by a team to include School District personnel, CDCSA staff and parents. School District staff will consult with CDCSA staff regarding implementation of the IEP and child progress at least monthly.

Funding: Allocation of handicap-directed funding derived from inclusion of a CDCSA enrolled child on the school district monthly enrollment report and/or the Individuals with Disabilities Child Count Report will accrue to and be retained by the school district.

This agreement will be in effect from October 1, 2017 through September 30, 2018 and will be updated annually.

Wenatchee School District

Date

Executive Director
Chelan Douglas Child Services Association


Date

Contract Coversheet (Non-Federal) Request Board Approval

Please submit this form with your unsigned contract to Denise Watson at least 3 weeks before the scheduled School Board meeting. Upon attorney review and approval (if necessary), the contract will be submitted to the Superintendent's office, where it will be included on the agenda for School Board approval.

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The only authorized signatures on a contract are Brian Fiones, Jon DeJong, Les Vandervort, or the School Board.

Date	New / Renew / Revision	Agency	Purpose	Amount or \$0	Contract Start & End Date	Staff Person Responsible for Contract	Reviewed by? (District Office)	Attorney Review Required?
11/14/17	New	Tim Andrews Consulting	Coaching and support of PreK Classrooms in inclusion strategies. To include observations, on-site coaching, and action plan development with classroom teams.	\$1,450	11/30/17	<u>Trisha Craig</u>		Decided at DO
				Budget Code or N/A	Does it renew automatically?	I have read this contract and recommend it for board approval.	Is a PO Required?	
				2102 27 7000 000	No	<u>TC</u> Initials 11.15.17 Today's Date	NO	

Agency Contact Information (who & where contract needs to be mailed)

Agency Name Tim Andrews Consulting
 Attention: Tim Andrews
 Street address or PO Box 5608 SE Westfork Street
 City, State, Zip Code Portland, OR 97206
 Email Address hello@teachertimandrews.com
 Phone Number 503-593-9221

Contract Details (Give a brief description of the contract):

If this is a revision, what changed?

Tim Andrews will provide one 7.5 hour day of on-site professional development on November 30, 2017 to include observations, coaching, and action plan development.

Be sure to follow state bid requirements as outlined in RCW 28A.335.190

Reviewed by Attorney _____

Signature

Requires Edits? _____

I.

**School Year: 2017-2018 Wenatchee School District
CONTRACT FOR SERVICES**

BETWEEN

Wenatchee School District

(Hereinafter referred to as District) 235 Sunset Ave,
Wenatchee, WA 98801 **AND**

Agency/Individual: **Tim Andrews Consulting** (Hereinafter
referred to as CONTRACTOR) Address: **5608 SE Westfork
Street, Portland, OR 97206** Contact Name: **Tim Andrews**
Phone number: **503-593-9221**

PURPOSE

The purpose of this agreement is to provide **one 7.5 hour
day of on-site professional development on November,
30 2017 Focus: Coaching and support of PreK
Classrooms in inclusion strategies. To include
observations, on site coaching, and action plan
development with classroom teams.**

II. COMMENCEMENT AND DURATION OF PERFORMANCE

The contract is in effect **November 30**, or the date the
contract is signed by both parties, whichever is later. The
District shall reimburse CONTRACTOR for those costs
incurred in performance hereunder for that period between
the beginning date of performance and the termination date
of **December 1, 2017**.

- **Payment Rate: \$1450 All inclusive fee including lodging, mileage, and per diem.**
- **Payment for services: 30 days after the services rendered ~ CONTRACTOR will be paid \$1,450.00. The contract is not to exceed \$1,450. If payment received later than 30 calendar days after November 30, 2017, a 10% fee will incur.**

III. RESPONSIBILITIES OF THE CONTRACTOR

By accepting the contract, the CONTRACTOR agrees to perform the following functions and duties:

Tim Andrews will provide one 7.5 hour day of on-site professional development on November 30, 2017 to include observations, coaching, and action plan development.

Terms and Conditions

IV. RESPONSIBILITIES OF THE DISTRICT

In order to assist the CONTRACTOR in providing services, the District shall perform the following responsibilities:

Pay all-inclusive fee of \$1450.00, which covers facilitation fee and all travel expenses.

V. CONTRACT MANAGEMENT

The contract manager for each of the parties shall be responsible for and shall be the contact person for all communications and billings regarding the performance of this contract.

VI. INDEMNIFICATION/HOLD HARMLESS

The contractor shall defend, indemnify and hold the District, its officers, officials, employees and volunteers harmless from any and all claims, injuries, damages, losses or suits including attorney fees, arising out of or in connection with the CONTRACTOR'S performance of this contract, except for injuries and damages caused by the sole negligence of the District.

VII. LICENSING AND ACCREDITATION STANDARDS

The CONTRACTOR shall comply with all applicable local, state, and federal licensing, accreditation and registration requirements/standards necessary to the performance of this contract.

VIII. INCORPORATION OF GENERAL TERMS AND CONDITIONS

This contract includes and incorporates as if fully set forth herein the GENERAL TERMS AND CONDITIONS, which are attached hereto and marked "Attachment A."

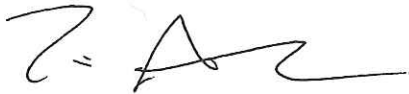
WE THE UNDERSIGNED AGREE TO THE TERMS OF THE FOREGOING CONTRACT.

Signature (Building Administrator or Director)

Print Name

Date (Month/Day/Year)

Contractor: **Tim Andrews Consulting** _____



Contractor Signature

Tim Andrews

11/8/17

Date (Month/Day/Year)

Provide W9 or attached substitute

EIN: 81-472-6147: Will email W9

GENERAL TERMS AND CONDITIONS Attachment A

1. **Alterations and Amendments.** This agreement may be amended only by mutual agreement of all parties. Such amendments shall not be binding unless they are in writing and signed by personnel authorized to bind each of the parties.
2. **Assignment.** Neither School District nor the Contractor shall assign this contract, either in whole or in part, without the prior written consent of the other party, which shall not be unreasonably withheld. Any assignment permitted under this clause does not relieve either party from its duties or obligations under this contract.
3. **Certification Regarding Debarment, Suspension, and Ineligibility.** The Contractor certifies that neither it nor its principals are presently debarred, declared ineligible, or voluntarily excluded from participation in transactions by any federal department or agency.
4. **Change in Status.** In the event of substantive change in the legal status, organizational structure, or fiscal reporting responsibility of the Contractor, Contractor agrees to notify School District of the change. Contractor shall provide notice as soon as practicable, but no later than thirty (30) days after such a change takes effect.
5. **Confidentiality.** The Contractor acknowledges that student data, material and information which originates from this contract, and the student assessment data, material and information which will come into its possession in connection with performance under this contract, consists of confidential data owned by School District or confidential personally identifiable data subject to the federal Family Educational Rights and Privacy Act or other privacy laws, and that disclosure to or use by third

parties would be damaging. The Contractor, therefore, agrees to hold all such material and information in strictest confidence, not to make use thereof other than for the performance of this contract, to release it only to authorized employees and agents requiring such information and not release or disclose it to any other party. The Contractor agrees to release such information or material only to employees and agents who have signed a written agreement expressly prohibiting disclosure.

6. Disputes. In the event that a dispute arises under this contract, the parties agree the dispute shall be submitted to a mediator in advance of litigation. After mediation has occurred, the prevailing party in any legal action shall be entitled to recover reasonable attorneys' fees and costs incurred in such action, as determined by the court.

7. Entire Agreement. This written contract constitutes the mutual agreement of the Contractor and School District in whole. No alteration or variation of the terms of this contract and no oral understandings or agreements not incorporated herein shall be binding.

8. Governing Law. This contract shall be construed and interpreted in accordance with the laws of the State of Washington.

9. Independent Capacity. The parties intend that an independent contractor relationship will be created by this contract. The Contractor and his/her employees or agents performing under this contract are not employees or agents of School District. The Contractor will not hold himself/herself out as nor claim to be an officer or employee of the School District by reason hereof, nor will the Contractor make any claim or right, privilege, or benefit which would accrue to such employee under law. Conduct and control of the work will be solely with the Contractor.

10. Indemnification/Hold Harmless. Each party shall defend, indemnify and hold the other party, its officers, officials, employees and volunteers harmless from any and all claims, injuries, damages, losses or suits including attorney fees, arising out of injuries and damages cause by each party's own negligence.

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Medication at School

General Statement

Under normal circumstances prescribed and over-the-counter medication should be dispensed before and/or after school hours under supervision of the parent or guardian. If a student must receive prescribed or over-the-counter oral or topical medication, eye drops or ear drops (“medications”) from an authorized staff member, the parent must submit a written authorization accompanied by a written request from a licensed health professional prescribing within the scope of his or her prescriptive authority. If the medication will be administered for more than fifteen consecutive days, the health professional must also provide written, current and unexpired instructions for the administration of the medication.

Special Exception to General Statement

Over-the-counter topical sunscreen products may be possessed and used by students, parents, and school staff without a written prescription or note from a licensed health care provider if the following conditions are met:

- A. The product is regulated by the US Food and Drug administration as an over-the-counter sunscreen product; and
- B. If possessed by a student, the product is provided to the student by a parent or guardian.

The superintendent will establish procedures for:

- A. Delegating, training and supervision of staff members in the administration of prescribed or non-prescribed oral medication to students by a physician or registered nurse;
- B. Designating staff members who may administer prescribed or non-prescribed medication to students;
- C. Obtaining signed and dated parental and health professional requests for the dispensing of prescribed or non-prescribed medications, including instructions from the health professional if the medication is to be given for more than fifteen (15) days;
- D. Storing prescribed or non-prescribed medication in a locked or limited access cabinet;
- E. Maintaining records pertaining to the administration of prescribed or non-prescribed medication; and
- F. Permitting, under limited circumstances and by statute, students to carry and self-administer medications necessary to their attendance at school.
- G. Permitting possession and self-administration of over-the-counter topical sunscreen products. This procedure may include product identification, storage, limitations of volume of sunscreen product possessed, time and circumstances of use, and such other reasonable conditions deemed necessary.

Inhalers, Injections, Suppositories

Nasal inhalers, suppositories and non-emergency injections may not be administered by school staff other than registered nurses and licensed practical nurses. No medication will be administered by injection by school staff except when a student is susceptible to a predetermined, life-endangering situation (See Policy 3420, Anaphylaxis Prevention). In such an instance, the parent will submit a written and signed permission statement. Such an authorization will be supported by signed and dated written orders accompanied by supporting directions from a licensed health professional. A staff member will be trained prior to injecting a medication.

Discontinuing Medication

If the district decides to discontinue administering a student's medication, the superintendent or designee must provide notice to the student's parent or guardian orally and in writing prior to the discontinuance. There must be a valid reason for the discontinuance that does not compromise the health of the student or violate legal protections for the disabled. If a school nurse is on the premises, he/she may administer a nasal spray containing a prescribed drug or controlled substance to a student.

If a school nurse is not on school premises, a nasal spray containing a legend (prescribed) drug or controlled substance may not be administered by other employees.

Required Notification of EMS

After every administration of any legend (prescribed) drug or controlled substance by nasal spray to a student, Emergency Medical Services (911) will be summoned as soon as practicable.

- Cross References: Policy 3419 Self-Administration of Asthma and Anaphylaxis Medications Policy
Policy 3420 Anaphylaxis Prevention and Response
- Legal References: RCW 28A.210.260 Public and Private Schools — Administration of Oral Medication by — Conditions
RCW 28A.210.270 Public and Private Schools — Administration of Oral Medication by — Immunity from Liability— Discontinuance, Procedure
- Management Resources: Policy News, August 2012 February 2014

Adoption Date: 11.22.05

Wenatchee School District Revised: 09/12/06;10/23/12, 4/17, 11/17

MEMORANDUM

Inventory Surplus

TO: Board of Education
FROM: Karen Walters, Director of Accounting
DATE: November 28, 2017
SUBJECT: Declaration of Surplus

The Administration recommends that the items on the attached list be declared surplus and

Building	Quantity	Item
Lewis & Clark	1	Long Table
Orchard	1	Magnovox TV
Foothills	1	Projector Desk
Wenatchee High School	1	Sliding Door Cabinet
	1	Industrial Refrigerator
	1	Custodial Cart
	1	Star Strip Flor Mech.
	1	Propain Bottle for Star Strip
	1	Castex Frontire Extractor

September 1, 2017 through August 31, 2018

Section 10.C. Notification for Successor Agreement

This agreement shall continue in effect during its entire term, provided, however, that upon written notice given by the Association to the District not later than May of the final year of the Agreement, the Parties agree to commence negotiations on a successor agreement.

Section 10.D. Effective Date of Agreement

This agreement shall be effective as of the date of its execution and shall continue in effect until August 31, 2018.

EXECUTED THIS _____, at Wenatchee, Washington, by the undersigned officers by the authority and on behalf of the Parties.

For the District

For the Association

Chair of the Board

President

WENATCHEE LEARNS

STRATEGIES

- *Strategy One - Personalized Learning*
- *Strategy Two – Tapping into the Power of the Community*
- *Strategy Three – Use Best Tools & Resources to Advance Learning*
- *Strategy Four – Balance Change for All with Excellence for All*

OATH OF OFFICE

According to statutory provision, each new director shall take an oath or affirmation to support the constitutions of the United States and the state of Washington and to promote the interests of education and to faithfully discharge the duties of his/her office to the best of his/her ability. A school district officer or notary public authorized to administer oaths must certify to this oath and the signature of the member. After properly completed, the oath of office shall be filed with the county auditor.

Legal Reference: RCW 28A.343.360 Oath of office

Adoption Date: 07.25.94
Wenatchee School District
Revised: 11.09.10

ANNUAL ORGANIZATIONAL MEETING, ELECTION OF OFFICERS

At the first regular meeting at which newly-elected board members are seated in election years and at the first regular meeting in December in non-election years, the board shall elect from among its members a *chair/president* and a vice president to serve one-year terms. -A newly elected or appointed board member will not be eligible to serve as an officer unless a majority of the board has been appointed.

If a board member is unable to continue to serve as an officer, a replacement shall be elected immediately. In the absence of both the *chair/president* and the vice president, the board shall elect a president pro tempore who shall perform the functions of the *chair/president* during the latter's absence.

The superintendent shall act as board secretary. In order to provide a record of the proceedings of each meeting of the board, the superintendent shall appoint a recording secretary of the board.

In even-numbered years in June a legislative representative shall be elected who shall serve a two-year term.

The normal order of business shall be modified for the annual organizational meeting by considering the following matters after the approval of the minutes of the previous meeting:

- A. Welcome and introduction of newly elected board members by the chair/president.
- B. Call for nominations for chair/president to serve during the ensuing year.
- C. Election of a chair/president (roll call vote).*
- D. Assumption of office by the new chair/president.
- E. Call for nominations for vice chair/president to serve during the ensuing year.
- F. Election of a vice chair/president (roll call vote).*

Policies shall continue from year to year and board to board until and unless the board changes them.

Legal References: RCW 28A.330.010	Board president, vice-president or president pro tempore — Secretary
RCW 28A.330.020	Certain board elections, manner and vote required — Selection of personnel, manner
RCW 28A.330.050	Duties of superintendent as secretary of the board
RCW 28A.400.030	Superintendent Duties
RCW 29A.20.040	Local elected officials, commencement of term of office — Purpose

Adoption Date: 12.09.02

Wenatchee School District

Revised: 08.99; 08.05; 02.11; 02.28.12

Classification: Optional

SCHOOL DIRECTOR LEGISLATIVE PROGRAM

The board will represent the district's interests in legislative action to promote the welfare of public education in the state of Washington or will direct those interests to be represented through its executive officer, the superintendent or designee.

As a public entity, the board must operate within the bounds of state and federal laws affecting public education. To effectively meet these responsibilities to the public and students of the district, the board will work vigorously for the passage of new laws designed to advance the cause of effective schools and for the repeal or modification of existing laws that impede this cause. The board also supports a legislative program that fosters the maintenance of local control in decision making and governance within the district.

To achieve these goals, the board will periodically study, discuss and weigh the merits of pending legislation for the purpose of establishing its official position through board action. When established, these official positions will be the position of the district in the legislative process.

Board Legislative Activities

The board will:

- A. Develop an annual legislative program through conferences with the Washington State School Directors' Association and the National School Boards Association.
- B. Support and work for legislation that promotes the quality of education within the Wenatchee School District, the region and the state of Washington.
- C. Commit to sending a team to the WSSDA/WASA Legislative Conference held each February.
- D. Stay informed of pending legislation and actively communicate concerns and make its position known to elected representatives at both the state and national levels by regular contact with their legislators in-district, in Olympia and in Washington D.C.
- E. Seek adequate funding for schools and full funding for state and federally mandated programs.
- F. Set aside board meeting time to discuss legislative issues, using resources such as WSSDA's Daily Legislative Updates and WSSDA's *Impact* newsletter.
- G. Respond appropriately to requests for legislative proposals, comments on legislative proposals, and development of priority positions.
- H. Ensure that local media representatives and legislators are invited to board meetings and school activities.
- I. Work for the achievement of common legislative objectives with WSSDA and with other concerned groups.
- J. Inform the public of its legislative priorities and outcomes of its legislative efforts.
- K. Designate one of its members to serve as legislative representative with the Washington State School Directors' Association.

Board members, individually or as members of professional organizations, will not represent positions conflicting with the district's on legislative matters unless it is made clear that such representation is not the official position of the district.

WSSDA Legislative Representative

The board's Washington State School Directors' Association legislative representative serves as the contact person and acts as the coordinator of the board's state legislative activities. The legislative representative also serves as the board's liaison with the Washington State School Directors' Association Legislative Assembly. The legislative representative shall assume office July 1 in an even year for a two-year period. The legislative representative shall:

- A. Attend Washington State School Directors' Association Legislative Assemblies conveying local views and concerns to that body and participating in the formulation of state legislative programs;
- B. Monitor proposed education legislation;
- C. Inform the board of pending legislative issues and existing or proposed WSSDA legislative positions; and
- D. Participate in WSSDA's activities related to legislative representatives.

Cross References: Board Policy 1220

Board Officers and Duties of Board Members

Management Resources: *Policy News*, August 2009

Role of the Board Legislative Representative

Adoption Date: 09.22.09
Wenatchee School District
Revised: 11.09.10

DIRECTOR ORIENTATION

The board will help newly-elected or appointed directors to understand the policies and procedures of the board. To facilitate this process, new directors will be provided with:

- WSSDA publications (e.g., Open Public Meetings, Conflict of Interest, Governing Through Policy, Parliamentary Procedure);
- Goals for the school district and strategic plan, if developed;
- Board policies and administrative procedures;
- Student rights, responsibilities and conduct;
- District staff handbook;
- Student and staff handbooks from individual schools;
- Collective bargaining agreements;
- District and School budget(s);
- Financial status reports (most recent copies);
- Board minutes (past year);
- Achievement test results and relevant data for evaluating student learning; and
- Staff member job descriptions.
- Roberts Rules of Order (Revised)

The board chair or a designee and the superintendent will assist each new director in the review of these materials and will review the role and function of the various administrators employed by the district. The orientation will include, as per district policy, how to: (1) arrange for visits of school or administrative offices; (2) request information regarding school operations; (3) respond to a complaint concerning staff or program; and (4) handle confidential information.

Directors will be encouraged to attend meetings, workshops and conferences to increase their knowledge and competencies.

Adoption Date: 12.02.02
Wenatchee School District
Revised: 12.14.10

WENATCHEE SCHOOL DISTRICT
School Board Planning Calendar 2017-18 Special Presentations/Workshops

DATE	DAY	TIME	LOCATION	TOPICS	PRESENTERS
AUG. 22	Tuesday	6 p.m.	District Office BUSINESS MTG.	Bond & Levy Rates Budget Approval/Resolution	Jim McNeil, Foster Pepper PLLC/ CFO Les Vandervort
				RFP Wave Broadband	Dave Yancey, Dir. Technology
SEPT. 12	Tuesday	6 p.m.	District Office BUSINESS MTG.	Facilities Summary Policy Updates/Mark Helm	David Zeitlin, Hill International Gregg Herkenrath, Dir. Facilities
				Nutrition Ser. Agreement, WenEA Contract	Lisa Turner, HR Executive Dir.
SEPT. 15	Friday	8 a.m.	District Office WORKSHOP	Budget & Finance, HR, Strategic Plan, Operational, Student Services, Learning & Teaching,	Les Vandervort, CFO – Lisa Turner, HR Exec. Dir., Jon DeJong, Deputy Supt., Mark Helm, Exec. Dir., Jodi Smith Payne, Assist. Supt. L&T
				Bond/Community Surveys, Board Self-Assessment, Board Goals & Objectives, Data Dashboard, Board Priorities for Dashboard metrics	Brian Flonas, Supt., Board participation, Ron Brown, L&T Tech. Dir.
SEPT. 26	Tuesday	6 p.m.	District Office BUSINESS MTG.	Facilities Business, Pre-Disaster Mitigation Plan, Local Tel Dark Fiber	Gregg Herkenrath, Dir. Facilities Dave Yancey, Dir. Technology
				Highly Capable Plan, Policy & Procedure Updates	Mike Lane, Programs Director Mark Helm, Exec. Dir.,
OCT. 10	Tuesday	6 p.m.	District Office BUSINESS MTG.	Facilities – Athletic Fields Master Plan Bond Resolution 09-17 1st Reading	Brian Fitzgerald, TCF Arch., David Zeitlin, Hill International, Brian Flonas, Supt. CFO Les Vandervort
				DOH Contract, Energy Efficiency Allocations	Gregg Herkenrath, Dir. Facilities
OCT. 24	Tuesday		District Office BUSINESS MTG.	Recognitions: GLAD Trainers of the Year/Mariachi WA D.C. Trip Catholic Charities Presentation	Jodi Smith Payne, Assist. Supt. L&T, Cindy Valdez, Assist. Dir., Terry Goveia & Kathy Anderson, GLAD Trainers, Ramon Riveria, Mariachi Teacher
				School Improvement Achieve. Index, OSPI Rep. Report, Career- Connect WA Grant, Fac. Business, Resolution No. 09-17 2 nd Reading - Bond	Jodi Smith Payne, Assist. Supt. L&T, Bill Eagle, Dir., Sarah Hanchey, Assist. Dir., Jeff Jaeger, MV Principal, Gregg Herkenrath, Dir. Facilities Les Vandervort, CFO
NOV. 01	Wednes day	11:30 a.m.	WHS WORKSHOP	Bond Proposal	Jon McQuaig, Facilities Committee Chair
				WHS Tour	Eric Anderson, WHS Principal
NOV. 07	Tuesday	4 p.m.	District Office WORKSHOP	SCHOOL REVIEWS	ELEMENTARY PRINCIPALS
				SCHOOL REVIEWS	SECONDARY PRINCIPALS
NOV. 14	Tuesday	6 p.m.	District Office BUSINESS MTG.	Love Bus Presentation, Bus Depreciation Schedule & Resolution # 13-17, Cancel of Warrants Res. #12-17, WVTSC Perkins Grant Budget, Enrollment & Choice Reports	Transportation Staff, Bob Sanford, Trans. Dir., Les Vandervort, CFO Mark Helm, Exec. Dir Les Vandervort, CFO
				Policies, Chelan Co. Easement	Mark Helm, Exec. Dir, Gregg Herkenrath, Dir.
NOV. 28	Tuesday	6 p.m.	District Office BUSINESS MTG.	OATH OF OFFICE Board Calendars Mtgs. and Workshops Policies Review	Judge Lesley Allan Board President , Laura Jaecks & Brian Flonas, Supt.
				Board Planning WSSDA Training etc.	Board President , Laura Jaecks & Brian Flonas, Supt.
DEC. 12	Tuesday	6 p.m.	D.O. / Bus. Mtg.	Business Meeting & Facilities Update	Gregg Herkenrath, Dir. Facilities

WENATCHEE SCHOOL DISTRICT
School Board Planning Calendar 2016-17 Meeting Schedule
SAMPLE OF LAST YEAR

DATE	DAY	TIME	LOCATION	TOPICS	PRESENTERS
JAN. 10	Tuesday	6 p.m.	District Office BUSINESS MTG.	NEW Grad. Requirements & Hybrid Sched. To meet requirements QUALTRICS, 3 Chg. Orders, Special Election Planning 3 Policy & Procedure Updates	Jon DeJong, Eric Anderson & Kory Kalahar & Ron Brown Gregg Herkenrath Lisa Turner, Mark Helm
				Phase 2 Bond/Sch. Bd, Charge for Fac. Comm., Budget, Enroll., Reports WSD School Calendar	Facilities Committee, Gregg Herkenrath, Les Vandervort Lisa Turner
JAN. 24	Tuesday	6 p.m.	District Office BUSINESS MTG.	School Health Clinic, National Cert. Teachers 4 Policy & Procedures Updates, HR Waiver Res. #01-07	CVCH Reps, Kristin Callison, Tim Sheppard & Kory Kalahar, Mark Helm, Lisa Turner
				Levy M&O Replacement Res. 02-17	Les Vandervort
FEB. 14	Tuesday	6 p.m.	District Office BUSINESS MTG.	Reject. Of bids, Res. 03-17 Rc Park Hitting Fac. Lincoln CIP Chg Order, PIO CIP chg order - Amendment 3&4, Ph 2 Bond TCF Amendment 4,5,6 & Hill CIP Levy & M&O Presentation & Resolution 02-17	Gregg Herkenrath, David Zeitlin, Hill International
				Infectious Control Program Policy	Mark Helm
FEB. 26	Friday	8 a.m.	TBD	WORKSHOP	Cabinet & Directors
FEB. 28	Tuesday	6 p.m.	District Office BUSINESS MTG.	Policy & Procedure - In-District Transfer, Excused and Unexcused Absences, Restraint, Isolation and Other Uses of Reasonable Force, Interlocal Agreement with City of Wenatchee Resolution 04-17 – Property Surplus, Construction Update, Enrollment Report & Budget Report 2017-18 Staff Planning, Superintendent's Contract Extension	Mark Helm Gregg Herkenrath Les Vandervort Lisa Turner
MAR. 14	Tuesday	6 p.m.	District Office BUSINESS MTG.	2017-18 Budget Planning Summer Maintenance/Capital Projects & Resolution 05-17 HUMAN RESOURCES -Staffing Update TEACHING AND LEARNING Initiative accomplishments WHS SCHEDULE UPDATE & Parent Advisory Group	Mark Helm Gregg Herkenrath & Greg Thompson Les Vandervort Lisa Turner Jodi Smith Payne & Eric Anderson
MAR. 28	Tuesday	6 p.m.	District Office BUSINESS MTG.	WSD Counseling Update, Updated 2000, 3000, 6000 Series Pol & Procedures Asset Preservation Program Update Chelan Co. Easement Deed	Mark Helm Gregg Herkenrath Les Vandervort
APRIL 11	Tuesday	6 p.m.	District Office BUSINESS MTG.	Technology Committee Update Facilities - Summer Maintenance Policy 2 nd Reading: Policy #'s 3416, 3418, WSD Library Update: WSD Nursing Update: WLK Change Order #7 Chelan Co. PUD Easement, RESPA - City of Wenatchee	Ron Brown Gregg Herkenrath/ Greg Thompson Mark Helm
APRIL 25	Tuesday	6 p.m.	District Office BUSINESS MTG.	Placement of Portable Classrooms WIAA Resolution 06-17 High School Graduation Requirements Enrollment Report Budget Status Report PBIS Overview & District Progress	Gregg Herkenrath Jim Beeson Eric Anderson & Kory Kalahar Les Vandervort Cori Pflug Jodi Smith Payne

WENATCHEE SCHOOL DISTRICT
School Board Planning Calendar
2016-17 Special Presentations
SAMPLE OF LAST YEAR

MAY 9	Tuesday	6 p.m.	District Office BUSINESS	Teacher Appreciation Month Engagement Challenge High School Graduation Requirements Graduation Policy No. 2410 – 2st Reading Waiver of HS Grad Credits Policy No. 2418 – 2nd Reading AVID Update Presentation Career Technical Education Plan & Programs: Curriculum Adoption – Learning and Teaching 1st Reading	Jodi Smith Payne Jon DeJong & Eric Anderson Kory Kalahar Cory Pflug
MAY 19	Friday	8 a.m.	TBD	BOARD WORKSHOP Welcome and Introductions: Brian Flonex, Superintendent School Board Facilities Committee Architects & Project Managers II. Recommendations:Thought Exchange SurveyWSU Research Center III. Revisions and Updates to the Phase 2 Capital Facilities Plan Slide show presentation IV. Themes & Items for Discussion: Impact of new addition & remodeling during const. Capacity of remodeled building for the future Cost of overall project Impact on district debt capacity for future bonds YEAR-END REVIEW	Cabinet & Superintendent TCF Architects Hill International Reps Forte Architects
MAY 23	Tuesday	6 p.m.	District Office	2016-17 Preliminary Budget Facilities Committee Update & State Classified Person of the Year: Carolyn Griffin-Bugert Engagement Challenge & WSD Volunteer Update Enrollment Report, Budget Status Report & Curriculum Adoption 2nd Reading	Les Vandervort
JUNE 13	Tuesday	6 p.m.	District Office	AVID AWSP Washington State Assistant Principal of the Year: Ricardo Iniguez OSPI Washington State School Employee of the Year: Carolyn Griffin-Bugert 1) PIO CIP - Lydig Change Order 10 2) WVTSC - Salcido Connection HVAC Contract for New Auto Center 3) WVTSC - Board Resolution 07-17 Final Acceptance of project 4) WVTSC - Board Resolution 08-17 Acceptance of Building Commissioning 5) Rec Park New Hitting Facility Bid Approval 6) Rec Park - Berry Construction Contract for New Hitting Facility 7) Rec Park - Goodfellow Bros. Civil Contract for New Hitting Facility District Learning Team Update	Danielle Schafer-Cloke, teachers and Students Carolyn Giffin-Bugert Gregg Herkenrath Brian Flonex, Supt. Kris Cameron, WenEA
JUNE 27	Tuesday	6 p.m.	District Office Board Cabinet	OSPI School Employee of the Year: Carolyn Griffin-Bugert WENATCHEE LEARNS STRATEGIES: Strategy 2: Tapping the Power of our Whole community Objective 2.3 Partnerships with Businesses 1) Wenatchee Learns Connect Update: Strategy 3: Use the Best Tools & Resources to Advance Learning Objective 3.4: Facilities that Optimize Learning 1) Smith Excavation Portable Change Order 2) Curb Appeal LLC Healthy Kids Grant WSHS Basketball Court 3) CIP Ph 2 – TCF Modification Lewis & Clark 4) Chelan County Public Works – Sch. St. Mid Block Crossing Sunnyslope 5) City of Wenatchee Lewis & Clark Sidewalk Improvements Update 6) Pre-disaster Mitigation Plan Update Strategy 4: Balance Change for All with Excellence for All Objective: 4.2 Sound Human Resource Management 1) Personnel Report Changes 2) Superintendent Contract 2017-18 Objective: 4.1 Continuous Improvement of Service Quality 1) Updated Policies 1000 Series 1st Reading: Policies 1210, 1220 & 1225	
June 23 Workshop	Fri.	8 am	CTC	2017-18 Budget & Finance Planning- Legislative Update on Budget- Proposals OSPI Pivot Table, Enrollment Projections& Budget Status – May 2017 4-Year Estimated Budget Impact & Fund Balance Graph & 17-18 Capital Projects Fund - Project List & School Budget Allocation Worksheet & Human Resource- Staff hiring to date and staff openings & decisions left for 2017-18 & Technology- Dark-Fiber Network option- Dave Yancey RFP WSD -062817 – Leased Fiber Wide Area Network- Action & 2017-18 Communication Action Plan- & District Data Dashboard-	Cabinet, Board, Superintendent Directors



November 21, 2017

Dear Career Connect North Central Washington:

Thank you for your outstanding application. In keeping with our desire to build peer-to-peer support across all areas of the state, and working toward a truly unified statewide system for youth registered apprenticeship and career connected learning, we are pleased to announce the review committee's decisions. Please work directly with Washington STEM and the Employment Security Department to finalize contracts implementing these decisions.

The state agencies and stakeholders represented below are committed to expanding youth registered apprenticeship and career connected learning to improve career opportunities, change lives for young people, and support economic growth throughout the entire state. Washington STEM managed the comprehensive and rigorous review process and will continue to provide technical support to awardees throughout the contract period.

All of the Career Connect Washington proposals showed a commitment to these goals and a level of partnership across multiple local stakeholders that is unprecedented in this state. The RFP offered \$6.4 million, and the applications totaled \$10.9 million, indicating high interest and demand for this strategy in local communities across Washington state. Applicants were required to identify local leveraging funds to amplify the impact of the state funds, and the total local leverage identified exceeded \$14 million, indicating that communities are ready to commit their own existing local resources to expand youth registered apprenticeship and career connected learning for local youth and local employers.

The applications indicated a high level of local leadership, local partnership, and quality program design. The review team has chosen to fully fund the strongest applications, and provide funding for the remaining areas to work together to continue building their capacity and results, so the momentum and local partnership they've gained will not be lost. All awardees are being asked to identify even stronger



employer support, expand existing apprenticeship programs even more, and work together to build a unified statewide system.

This approach is projected to create 29,974 new career connected learning experiences, and 3,824 new internships, pre-apprenticeships, and registered apprenticeships (youth and adult), exceeding our statewide goals of 15,000 and 1,500, respectively. Including all applicants in this statewide effort enables Washington to build statewide capacity, since the Governor's Career Connect Task Force intends to continue expanding youth registered apprenticeship and career connected learning in the years to come. It also appropriately reflects the high levels of partnership and design work demonstrated by all of the local communities that applied.

Career Connect North Central Washington is offered full funding of your requested amount for a total of **\$854,547.00**. Conditions of acceptance include implementing your local application as planned, and:

- a) In addition to the employer champion already identified, identify a specific employer and specific person at that employer responsible for sponsoring a new or expanded registered apprenticeship (either youth or adult), and delineate plans to work with peer companies to recruit additional apprenticeship employer sponsors/training agents.
- b) In addition to the registered apprenticeship expansion already identified, work with the Department of Labor and Industries to identify key sponsor or employer entities in your area with whom you could collaborate toward expanding existing or creating new apprenticeship programs. The goal is to expand youth and adult registered apprenticeship slots in your area, increasing your commitment to expanded registered apprenticeship slots by at least 20.
- c) Work with your local partners to develop strategies that enable youth registered apprenticeships to earn credit toward high school graduation, and assist in related statewide efforts upon request.
- d) Ensure success of low-income youth and youth of color by offering wrap-around services such as child care and transportation as needed, and clarify this aspect of your program design.
- e) Take part in statewide peer-to-peer learning to increase each area's capacity and identify additional resources to ensure not just sustainability, but steady growth and expansion.
- f) Commit to use the Career Connect logo and the name above on all materials, use Career Connect employer outreach materials once available, and assist other areas of the state if they identify employers who want to replicate the youth or adult registered apprenticeships strategies that you have created.
- g) Hold quarterly meetings of your local Career Connect Team to track local progress, identify new opportunities for expansion, and identify additional employers to work with.

For all funded applicants, we will simplify and streamline the outcomes table, provide quarterly peer-to-peer learning conference calls to promote replication of successful local practices, and provide technical assistance upon request.

The public announcement for this award is pending an announcement from the Governor's office. In order to coordinate funded partner efforts and ensure we maximize impact across these investments, we ask that you not make any public announcement about your award until you have received further notification regarding the timing and process for announcements.

Please contact Tim Probst or Gilda Wheeler with any questions regarding next steps.

Congratulations! Together we are putting Washington out in front of the nation, helping employers grow talent, and changing lives for youth.

Sincerely,

Tim Probst, Employment Security Department

Gilda Wheeler, Washington STEM