



SCHOOL BOARD MEETING

February 23, 2016
WSD District Office
AGENDA

6:00 p.m. Regular Board Meeting

	Time
I. PLEDGE OF ALLEGIANCE	
II. CONSENT AGENDA	02 Min
1. Minutes of Regular Board Mtg. 2/09/16	Action 1+
2. Personnel Report	Action 2+
3. Vouchers/Payroll	Action 3+
4. Contracts	Action 4+
III. CITIZEN COMMENT	05 Min
IV. HIGH SCHOOL ASB REPORTS	05 Min
V. FIELD TRIP REQUESTS & APPROVALS:	15 Min
Out of State and Overnight Field Trip Requests	Action 15 min
Jodi Smith Payne, Assistant Superintendent for Learning & Teaching Club/Activities Advisors	
VI. SPECIAL PRESENTATIONS:	30 Min
Wenatchee High School Schedule Update	Action 30 min
Eric Anderson, WHS Principal	
VII. FACILITIES UPDATES:	30 Min
1) PIO CIP – Lydig	Action 05 min
2) WES CIP	Action 05 min
3) ECLC CIP	Action 05 min
4) Capital Projects Financial Update	Information 15 min
David Zeitlin, Senior Project Manager, Hill International	
VIII. NEW BUSINESS:	05 Min
Superintendent’s Contract Extension	Action 05 min
IX. POLICY UPDATES:	10 Min
2000 Series Policy Updates - 2 nd Reading	Action 10 min
Jodi Smith Payne, Assistant Superintendent for Learning & Teaching	
X. SPECIAL REPORTS:	10 Min
Enrollment Report	Information 05 min
Budget Report	Information 05 min
Les Vandervort, WSD CFO	
XI. BOARD COMMUNICATION:	05 min
XII. SUPERINTENDENT’S REPORT	05 min

SEE REVERSE
SIDE
Board Meeting
Protocol



CONSENT AGENDA



Wenatchee School District Regular Board Meeting

Minutes of February 09th, 2016

WSD District Office

Board Members Present

Jennifer Talbot, President
Robert Sealby V.P.
Laura R. Jaecks
Walter Newman
Jesús Hernández

6:00 PM

Staff Present

Brian Fiones, Superintendent
Cabinet

I. Regular Meeting 6:00 p.m.

Jennifer Talbot, Board President, opened the regular board meeting at 6:00 pm with the Pledge of Allegiance.

Jennifer Talbot, Board President, asked for a motion to approve the consent agenda.

II. Consent Agenda

MOTION MADE: Jesús Hernández made the motion to approve the consent agenda.

SECONDED: By Laura Jaecks

DISCUSSION: None

PASSED UNANIMOUSLY

Consent Agenda included:

1) Minutes

MINUTES:

1/26/16 Regular Board Meeting

2) Personnel Report

PERSONNEL REPORT PREPARED BY: Lisa Turner, HR Director:
2/09/2016 personnel report: on file

3) Vouchers/Payroll

VOUCHERS PREPARED BY:

Karen Walters, Director of Accounting: 2/10/16

4) Surplus Report

PAYROLL: Tammy Hubensack, Director of Payroll: None

5) Contracts

SURPLUS REPORT: Karen Walters, Director of Accounting, On File

CONTRACTS: Karen Walters, Director of Accounting 2/23/16

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 Les?	PO Required?
11/16/15	New	No	Chelan County Regional SWAT	Intellocal Agreement - SWAT team training on vacant WSD Properties	N/A Budget Code N/A	Upon Approval until cancelled	Gregg Herkenrath	Yes	No
01/29/16	New	No	WSSDA	Board Training/Workshop	\$700 Budget Code 9700 11 7000 000	2/16/19	Jennifer Talbot	Yes	Yes
01/28/16	New	No	Numberica Performing Arts Center	Ticket Sales for Spring Sale	4% of gross ticket sales Budget Code 402-4490	2/1/16 - 3/19/16	Paul Atwood	Yes	No
01/20/16	Revision	No	The DOH Associates, PS Architects and Planners	WWTSC 10 Year Capitial Plan	additional not to exceed \$10000 Budget Code 4500 64 7000 545	Upon Approval until cancelled	Peter Jelsing	Yes	Yes
02/03/16	New	No	Wenatchee Valley Mall	Apple Elite Dance Team Bake Sale & Face Painting Fundraiser	N/A Budget Code N/A	3/13/16	Jim Beeson	Yes	No
02/03/16	New	No	ThyssenKrupp Elevator Corporation	Over Speed Vave Test US136116/Elevator #1	\$2,500 Budget Code 9700 64 7000 000	To be Scheduled in April 2016	David Yancey	Yes	Yes
01/26/16	New	No	Rent Me Storage, LLC	Storage Unit at Walla Walla Point for FastPitch Season	\$581 Budget Code 402-2208	2/23/16 - 5/30/16	Jim Beeson	Yes	Yes
01/25/16	New	No	Rent Me Storage, LLC	Storage Unit for Lincoln Elementary Cap Improvement Project	\$1,910 Budget Code 1413 22 5000 100	1/15/16 - 3/15/17	Gregg Herkenrath	Yes	Yes
01/26/16	New	No	Rent Me Storage, LLC	Storage Unit for Track & Field	\$434 Budget Code 402-2235	2/29/16 - 5/26/16	Jim Beeson	Yes	Yes

V. Citizens Comments

Dave Perkins, Sunnyslope Principal, thanked the board for all their service and visiting the schools and showing genuine interest the students.

VI. ASB Reports

WHS: ASB President Christian Brandt-Sims reported the following:

- Spring Sports report – Bowling Team 1st in state & 2 wrestlers going to state
- Unified Basketball pep assembly and game lots of fun.

- Agape Week (Valentine's) doing a lot of things to show love and appreciation to others
- Plans for Janice Frans Talent Show fund raiser, not sure who the beneficiary will be yet.
- Madrigal Feaste coming up 2/18-20

WSHS: ASB/Leadership Representatives: Eleazar Perez reported the following:

- 2nd Annual Spaghetti Feed and Auction 3/24/16
- Canoe launch coming up celebration with Lewis and Clark at Pybus
- Dine-N-Bid Auction with FMS PTSA on March 13th

VII. Field Trip Requests:

Jodi Smith Payne, Assistant Superintendent of Learning and Teaching introduced the advisors, Sally Knipfer, Pioneer Leadership Team and Diane Owen, Key Club at WHS. They shared details of each of their field trips and the enrichment the students experience.

Prepared By: **Jodi Smith Payne**
Assistant Superintendent of Learning and Teaching

Re: **Learning and Teaching**

OUT-OF-STATE AND OUT-OF-DISTRICT/OVERNIGHT FIELD TRIP REQUESTS

Requesting Location	Trip Number	Dates	Destination	Teacher/Advisor Name	Group Making Trip/Chaperones	Educational Objective	# of Adults	# of Students	Estimated Cost	Funding Source
203 Pioneer Middle School	379	05/25/2016 09:00:00 AM - 05/27/2016 12:30:00 PM	Tall Timbers Ranch - Leavenworth WA	Sally Knipfer	All sixth grade students who are able to attend camp. Students will be attending sessions located near the edge of a nearby creek.	Leadership skill development and science education.	18	130	\$2,420.50	Pioneer-ASB
402.5 Wenatchee High School - ASB	358	03/18/2016 09:00:00 AM - 03/20/2016 02:00:00 PM	Washington State Convention Center - Seattle	Diane Owen	Wenatchee High School Key Club members	Community Service and Leadership training for active members of the key club.	4	16	\$0.00	WHS - Ex-Curric

MOTION MADE: Walter Newman made the motion to approve both of the field trips as presented by the advisors and Assistant Superintendent Jodi Smith Payne.

DISCUSSION: None

SECONDED: By Robert Sealby

PASSED Unanimously

VIII. Learning & Teaching Updates:

1) Math Curriculum Update: Sarah Hanchey, Director of Curriculum, James Swanson, WSD Math Coach & Jodi Smith Payne, Assistant Superintendent OF Learning & Teaching presented the following.

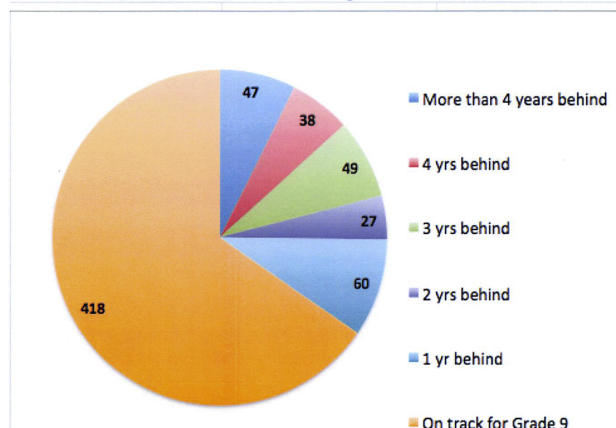
Prepared By: **Sarah Hanchey**
Director of Curriculum and Instruction
Re: **Learning and Teaching Update**

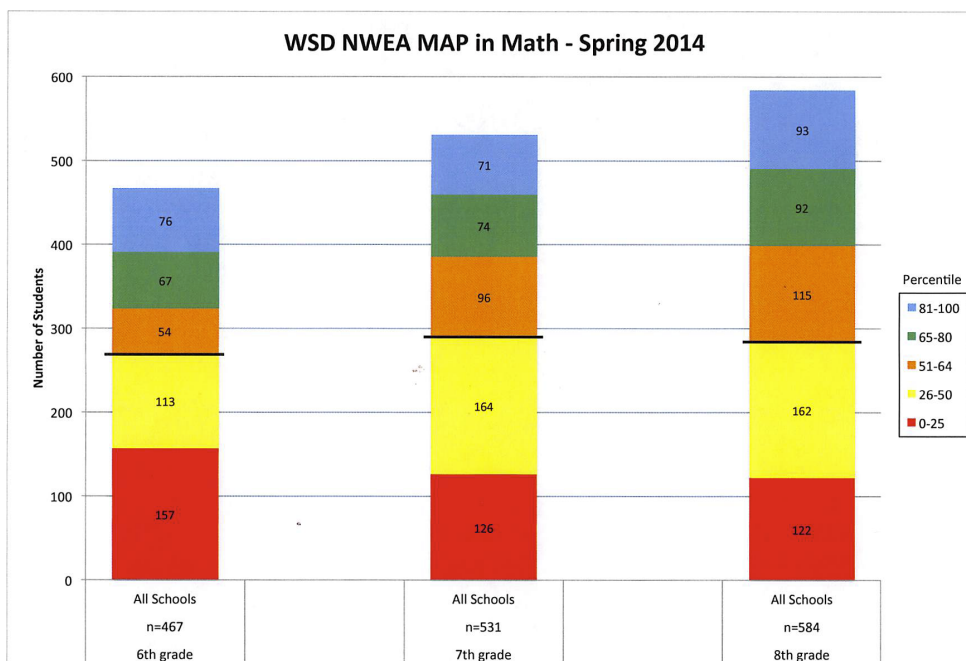
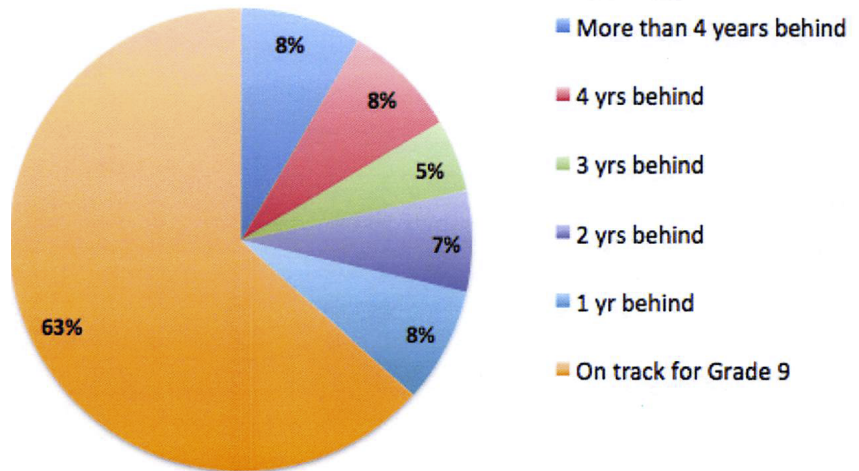
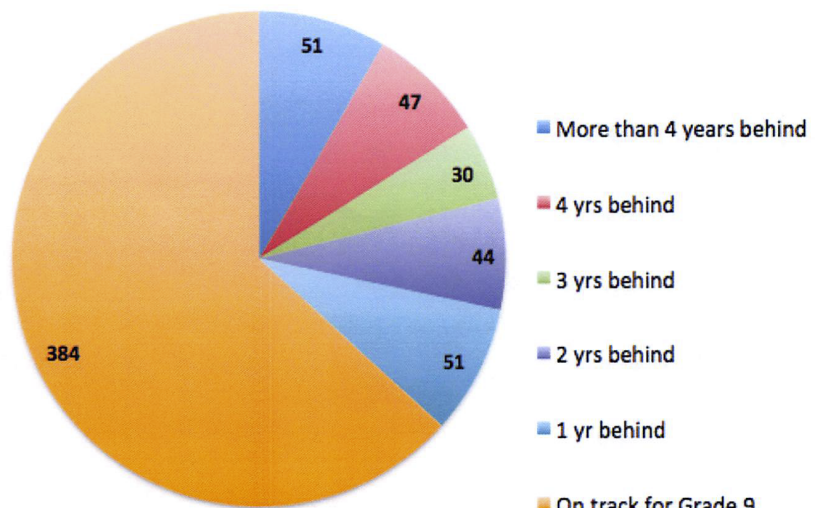
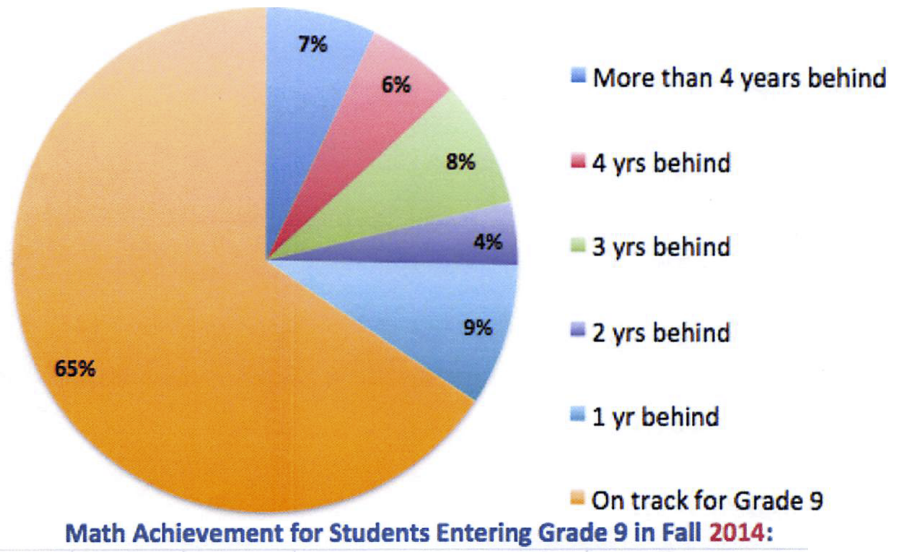
SECONDARY ALTERNATIVE CORE MATH PROGRAMS 2015-16

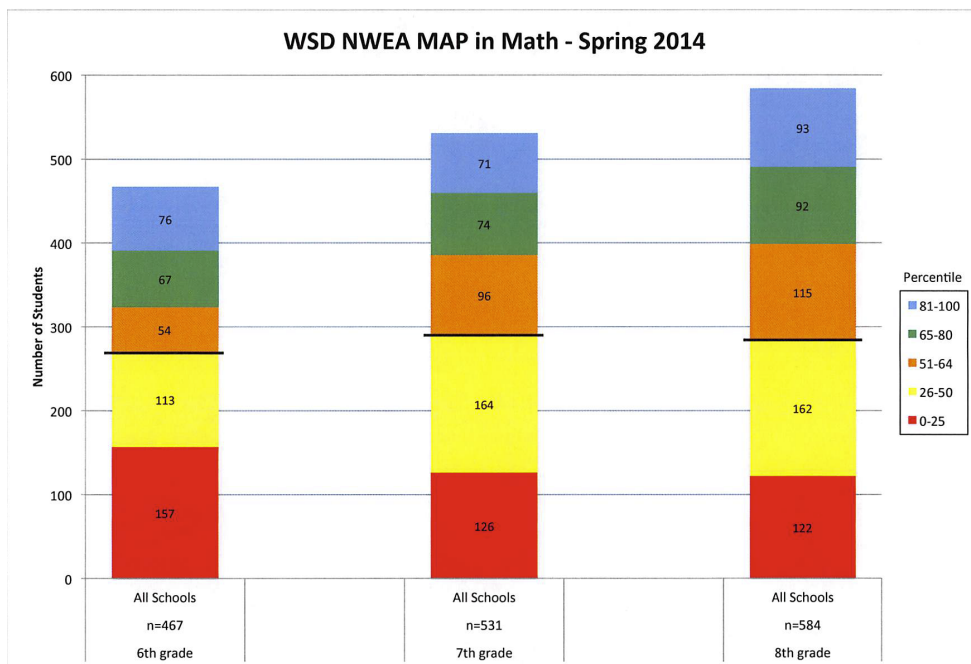
The Wenatchee School District is implementing two new math programs this year: Intensified Algebra and Math 180.

Intensified Algebra is an equivalent course to Algebra 1 and is being offered at Wenatchee High School. It is specially designed to support and accelerate the growth of students who are 1-3 years behind in Mathematics. Math 180 is a robust Mathematics program designed to meet the needs of students who are behind. The goal of Math 180 is to adequately prepare students to be successful in Algebra. This year, for the first time, we are offering Course 1 of Math 180 at all three middle schools to students in Grade 7.

Math Achievement for Students Entering Grade 9 in Fall 2015:







Intensified Algebra I

Intensified Algebra I equips teachers with cohesive, integrated resources to help struggling students catch up and succeed in algebra and beyond.

Watch how Roosevelt HS teachers have turned around its math program while getting impressive results. There is a [1-minute trailer](https://youtu.be/-ptPZCqRj2Y) (<https://youtu.be/-ptPZCqRj2Y>) viewing option as well, courtesy of [The School Project](http://schoolprojectfilm.com/) (<http://schoolprojectfilm.com/>)

Intensified Algebra I is a comprehensive, extended-period course that is designed to help students who are one to three years behind in mathematics re-engage as motivated learners and succeed in Algebra I *within a single academic year*.

In districts nationwide, as many as 50% of students fail Algebra I the first time and must repeat it—some more than once. These struggling students often end up behind in gaining needed requirements for graduation and college, and are at greater risk of dropping out.

Central to the Intensified Algebra I program is the idea that struggling students need a powerful combination of additional time; a challenging curriculum; and cohesive, targeted supports and interventions. With these tools and teaching supports in place, students can stay on track, graduate on time, and gain passage to advanced learning.

Help Students Succeed

Intensified Algebra I integrates a comprehensive course curriculum with interventions from social psychology to motivate and develop students' positive beliefs about their academic abilities.

Intensified Algebra I delivers:

- **In-depth, hands-on exploration tools**, including animations, simulations, and practice problems, to build comprehension of key concepts
- **Continuous feedback** with interactive animations, formative assessments, tips, and self-test questions and answers
- **Differentiated instruction** that targets needed practice and review through rich visualizations, multiple representations of concepts, and daily small-group activities
- **Strategic routines and structures** to access and organize students' growing understanding of crucial mathematics content

Help Teachers Succeed

New and experienced teachers benefit from comprehensive support:

- **Resources, tools, and classroom routines** that enable teachers to establish positive learning environments in an extended-period 70–90 minute class
- **Ongoing online assessments** with immediate feedback and real-time reporting
- **Tools for higher-quality class preparation**, including lesson plans, teaching advice, and strategies for improving student performance
- **Professional services** facilitated by master teachers—face-to-face seminars and online supports

Transform Beliefs and Behaviors

Many of the core concepts of our Academic Youth Development program are also integrated within Agile Mind Intensified Algebra I. This groundbreaking program melds best practices in algebra instruction with advances in developmental and social psychology and in research on struggling learners to shape students' engagement, confidence, and commitment to challenging academic programs. Students are motivated. Teachers are energized. And parents see in their children a future where anything is possible.

Developed By Educators

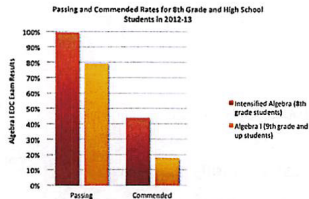
Developed through a deep collaboration of the [Charles A. Dana Center](http://www.agilemind.com/about-us/research-partners/) at The University of Texas at Austin, the Learning Sciences Research Institute at the University of Illinois at Chicago, Agile Mind, and leading educators throughout the country, *Intensified Algebra I* is funded with support from the National Science Foundation, the Searle Funds of the Chicago Community Trust, the Bill and Melinda Gates Foundation, and the Carnegie Corporation of New York.

Measurable Results

Burnet Consolidated Independent School District, in rural Central Texas, serves 3,265 students, of which 59% are classified as economically disadvantaged. For the 2012-13 school year, two teachers in Burnet CISD implemented the *Intensified Algebra* program with their 8th grade students.

After reviewing End-of-Course (EOC) results, it was found that 100% of 8th grade students enrolled in *Intensified Algebra* passed versus only 79.6% of the high school students. Even more notably, more than twice as many *Intensified Algebra* middle school students performed at the commended level compared to the high school Algebra I students. *Want to see more results?*

[Click here to view the latest data](http://www.agilemind.com/results/data-snapshots/).



http://www.agilemind.com/wp-content/uploads/2013/10/IA_bar_chart_ss.png

Discussion Points:

- K-5 adoption in near future – fall 2017
- MS math adoption 6-8: Algebra I, Geometry, Algebra II resources
- Cohesive program but can be a challenge
- System built in to support students, pay attention to gaps
- Math achievement in 2014 – address needs of everyone
- Every student has data
- Strategies used that can help track students' progress
- Video shared with board
- Power of personalized learning given a platform
- Getting caught up to passing Algebra I is very important
- 172 students monitored to date and seeing results
- Getting baseline for program and training 3 times & feedback
- Classroom time to tweak things
- WSD doing a great job of implementing – we are on track
- We have seen 90 points growth since fall
- 100-150 growth evidence - closing the gap not perfect but we are making headway
- Teachers are getting more engaged
- Where are the barriers existing, how can we control
- 1st step analyses – see if students are disengaged
- Students take the placement test, not all are on the same lessons
- Individualized approach – puts us on the right track
- Testing growth 5 times a year
- We have pro-growth to prepare teachers and we are present until they are up and running
- Program is past the infantile stage
- We can always improve but we continue training
- Nancy Duffy led the charge early last year & Patrick helped until everyone understood how it was working
- Onsite trainer came in and had follow ups
- Trainer watches and gives honest feedback from the very beginning
- Some 7th and 8th grade classrooms involved
- They master section before moving on
- Address who is behind at the high school level with Core standards
- Build on the proper foundation so they are ready
- Teaching the students to persevere
- College Spark Grant being used
- Webinar to get up to speed for teachers
- Collaborative work/training

- Spanaway site visit, we came away with validation that we are moving in the right direction
- Statistics on growth percentages shared
- More realistic not intended to just be examples
- In traditional math a word problem is now presented as a visual problem
- Scheduling is an issue, trying to manage classroom time and address the barriers
- Are there recommendations to solve the space issue
- Looking at a lot of data now
- WHS working ongoing adjustments to accommodate the student growth
- Clear message to students that they can learn, remove the notion and barriers that they face
- Should have more data by spring to share with the board
- There is no silver bullet unfortunately, we just have to keep working to fine tune what we have and stay on top of each student's growth
- Discussion about the Agile Mind Grant – dealing with students who are 1-2 years behind

Citizen Comments:

WHS Math Teacher, and department head, Kent Pearsons, addressed the board representing the Math Department at the high school. Some of the teachers have concerns:

- This program provides presentations, does not allow the teachers to teach
- Videos rather than teachers
- New teachers may like this sort of teaching
- Seasoned teachers have found what works for them and do not want to change to a new method of teaching, that may not work
- They have 20 years of experience - proof of what works
- Several have issues with what they are suppose to do
- Shared several issues they are experiencing
- Not sure this is the best for all students
- Three teachers ok with the change - three are not and will not be as effective in the classroom if they are not comfortable with it.
- Asking board to reconsider this program and the changes before allowing

The board thanked Mr. Pearsons for his comments.

IX. Policy Updates

1) 2000 Policy and Procedure Series Updates:

Jodi Smith Payne, Assistant Superintendent of Learning and Teaching presented the following for 2nd Reading.

Policy	Title	WSSDA Action	WSD	Key Changes
2090	Program Evaluation	Revise	Yes	Minor changes in wording, added/replaced reference + Change "shall" to "will"
2125	Sexual Health Education	Revise	Yes	Minor changes in wording + Change "shall" to "will"
2126	HIV/AIDS Prevention Education	Revise	Yes	Minor changes in wording + Change "shall" to "will"
2153	Non-curriculum - Related Student Groups	Revise	Yes	Minor changes in wording + Change "shall" to "will"
2331	Controversial Issues/Guest Speakers	Revise	Yes	Minor changes in wording + Change "shall" to "will"
2333	Flag Exercises	Revise	Yes	Minor changes in wording + Change "shall" to "will"
2336	Required Observances (Veterans' Day, Constitution Day, Temperance and Good Citizenship Day)	Revise	Yes	Added Disability History Month, sentence explaining Disability History Month, deleted/added references and resources
2340	Religious-Related Activities and Practices	Revise	Yes	Minor changes in wording + Change "shall" to "will" + Change "shall" to "does" in 2 nd paragraph of section A. - Deleted end of last sentence in first paragraph
2409	Credit for Competency/Proficiency	Revise	Yes	Added cross reference and resource Minor changes in wording + Change "may" to "will"

MOTION MADE: Robert Sealby made the motion to approve Policies No. 2090, 2125, 2126, 2153, 2331, 2333, 2336, 2340, 2409 as presented by Assistant Superintendent Jodi Smith Payne.

DISCUSSION: None

SECONDED: By Walter Newman

PASSED Unanimously

2) 2000 Policy and Procedure Series Updates:

Jodi Smith Payne, Assistant Superintendent of Learning and Teaching presented the following for 1st Reading.

Policy	Title	WSSDA Action	WSD	Key Changes
2027	District Ownership of Staff-Created Work	Add	Add	New Policy – Classification: Discretionary
2027P	District Ownership of Staff-Created Work	Add	Add	New Policy – Classification: Discretionary
2030	Service Animals in Schools	Revise	Yes	Add sentence to Policy: + The superintendent will develop procedures to implement the policy.
2030P		Add	Add	+ Add Procedure
2106	Program Compliance	No changes	Reviewed	No changes made
2150P	Co-Curricular Program	No changes	Reviewed	No changes made
2337	Disability History Month	Add	Add	Added Disability History Month Policy
2412	Diplomas for Veterans	Revise	Yes	Slight addition in second paragraph
2414	Community Service	Add	Add	Added Community Service Policy
2414P		Add	Add	Added Community Service Procedure

Discussing points:

- Ownership of staff created work, is it okay to share their own work? Yes
- Will copy rights be followed or will there be a conflict? It is legal to do so.
- It is very flexible for teachers, they can sell/share their own work, even if it is used in the classroom.
- WE will inform teachers that this policy is coming up for approval
- GLAD teachers create and share their own work, songs and classroom ideas all the time.
- Community service policy is a good addition

These policies will come back to the board for 2nd reading at the next board meeting. The board thanked Ms. Payne.

X. Communications

- Laura R. Jaecks reported the GWATA Awards Luncheon coming up. She included this flyer and reminded the board that there are always teachers and staff from WSD, who are involved. She shared details of the itinerary.



- Jennifer Talbot thanked the Cabinet for always attending the board meetings and everything that they do behind the scenes. She also thanked the press for attending; Wenatchee World, Rick Steigmeyer, Teri Fink, WSD Communications Officer and Moses Lurber, Apple Leaf.
- Ms. Talbot shared a letter sent to them from Brad Hawkins, Washington State Representative, thanking them for attending and visiting at the recent WASA/WASBO/WSSDA Legislative Conference.
- Ms. Talbot shared “Hot Topics” handouts from the Leg. Conference.
- Jennifer Talbot reminded everyone that February 16th at 5 pm is the scheduled WSSDA Board Development workshop at the CTC building.
- Ms. Talbot shared about the calendar she and Mr. Flonas are working on to plan the presentations for the coming board meetings.
- Jennifer Talbot also wanted to do something for art, music and drama for Art Appreciation Month in May.

XI. Superintendent’s Report

- Superintendent Flonas shared a copy of the drafted calendar for board meetings. His plan is to have: Facility Projects, future growth, Early Learning, preliminary budget report, AVID and Early Learning presentations.
- There is a public tour planned for February 17th of the new construction areas, which is almost finished. It will begin at 11:30 am and go until 1 pm. It will start at Washington Elementary.

XII. Meeting Adjourned

MEETING ADJOURNED: President Talbot adjourned the meeting at 7:00 p.m.

President

Superintendent

Date

WENATCHEE SCHOOL DISTRICT NO. 246
February 23, 2016

TO: BOARD OF EDUCATION

FROM: Brian L. Flonas, Superintendent

PREPARED BY: Lisa N. Turner, Executive Director of Human Resources

SUBJECT: PERSONNEL REPORT

APPOINTMENTS

We ask the Board to appoint:

Classified:

- Katherine Burt: Special Ed Para Educator for 6 hrs/day at WHS, effective February 22, 2016;
- Janelle Del Campo Ramirez: Special Ed Para Educator for 5.04 hrs/day at WA Preschool, effective February 16, 2016 through June 10, 2016;
- Laurel Helton: Special Ed Para Educator for 5.04 hrs/day at WA Preschool, effective February 16, 2016 through June 10, 2016;
- Haida Ikeda: Para Educator for 1.6 hrs/day at SS, effective February 4, 2016;
- Erika Lagunas: ASP Staff/Tutor for 3 hrs/day at COL, effective February 10, 2016 through August 30, 2016;
- Maxine Marshall: HR Secretary/Substitute Coordinator for 8 hrs/day at District Office, effective March 1, 2016;
- Rene Melendez: ASP Staff/Tutor for 3 hrs/day at COL, effective February 9, 2016 through August 30, 2016;
- Crystal Overbay: Director's Secretary for 8 hrs/day at M&O, effective February 16, 2016;
- Kimberly Ramirez: ASP Staff/Tutor for 3 hrs/day at PIO, effective February 10, 2016 through August 30, 2016;
- Suzanne Ranne: Special Ed Para Educator for 4 hrs/day at LINC, effective February 1, 2016;
- Joanna Theiss: Para Educator for 6 hrs/day at MV, effective February 16, 2016;
- Morgan Walker: ASP Staff/Tutor for 3 hrs/day at PIO, effective February 4, 2016 through August 30, 2016 and a Para Educator for 4.2 hrs/day at WA, effective February 4, 2016;

CHANGE OF STATUS

Classified:

- Sandra Choate: Change from Secondary Production for 4.5 hrs/day to 5 hrs/day Secondary Production at OMS, effective February 1, 2016;

- Joanne Neel: Change from Secretary/Para for 6.6 hrs/day to 6.85 hrs/day at SS, effective September 2, 2015;
- Lucas Prichard: Change from ASP Staff/Tutor at PIO to a Site Coordinator for 6 hrs/day at COL, effective February 5, 2016;
- Susanna Revente: Change from Tutor II to add ASP Activity Instructor for 2.5 hrs/day at LINC, effective February 1, 2016;
- Marie Royster: Change from Night Para at WSHS for 3.2 hrs/day to 3.6 hrs/day, effective January 5, 2016;
- Tamara Schneider: Change from Para/Special Ed Para for 4.75 hrs/day to 4.82 hrs/day at NBY, effective September 2, 2015;

Certificated:

- Debbie Simmons: Change from 0.8 FTE Special Ed Teacher to a 0.6 FTE Special Ed Teacher at WHS, effective August 30, 2016;
- Alex Worthen: Change from 7.5 hrs/day Speech Language Pathologist Assistant at Special Ed to a 1.0 FTE Non-Continuing SLP at Special Ed, effective February 2, 2016;

LEAVE OF ABSENCE

The following employees have requested a Leave of Absence:

Classified:

- Shaunna Baird: Leave as Sped Para Educator for 4.0 hrs/day at WHS, effective February 5, 2016 through March 8, 2016;
- Melissa Hernandez: Partial Leave as Wenatchee Learns Volunteer & Parent Coordinator for 2.0 hrs/day at DO, effective February 1, 2016 through February 29, 2016;
- Concepcion Romero: Leave as Bus Para for 6.03 hrs/day at TRANS, effective January 20, 2016 through February 23, 2016;
- Les Scott: Leave as Lead Custodian for 8.0 hrs/day at FMS, effective January 13, 2016 through February 28, 2016;
- Julie Thompson: Leave as Para for 4.75 hrs/day at WA, effective February 2, 2016 through February 29, 2016;
- Debra Trimble: Leave as Secondary Production/Bus Driver for 7.75 hrs/day at WHS/TRANS, effective September 11, 2015 through June 10, 2016;
- Karen Wright: Leave as Secondary Production for 4.0 hrs/day at WHS, effective February 2, 2016 through February 29, 2016;

Certificated

- Zuly Arredondo: Leave as 1.0 FTE Kindergarten Teacher at WA, effective April 20, 2016 through June 10, 2016;
- Lisa Lewis: Leave as 1.0 FTE 4th Grade Teacher at MV, effective March 18, 2016 through June 10, 2016;
- Jody Lund: Leave as 1.0 FTE Kindergarten Teacher at SS, effective January 12, 2016 through February 29, 2016;

RETURN FROM LEAVE OF ABSENCE

Classified:

- Ada Hutchinson: Return as 8 hrs/day Satellite Production at FMS, effective February 2, 2016;
- Les Scott: Return part-time as 4 hrs/day Utility Custodian at temporary transfer location FMS, effective February 2, 2016 through undetermined;
- Carlton Whitmire: 8 hrs/day Trades 1 at M&O, effective February 8, 2016;

Certificated:

- Kelsey Borst: Return as 1.0 FTE 7th Grade Language Arts Teacher at OMS, effective August 30, 2016;
- Sarah Brown: Return as 1.0 FTE 3rd Grade Teacher at MV, effective August 30, 2016;
- Oralia Lopez: Return as 1.0 FTE 2nd Grade Teacher at L&C, effective January 25, 2016;
- Danielle Ouellette: Return as 1.0 FTE Special Ed Teacher at WHS, effective January 19, 2016;
- Gina Quinn: Partial Return as Physical Therapist at Special Ed, effective February 8, 2016 through February 19, 2016;
- Connie Siepman: Return as 1.0 FTE 3rd Grade Teacher at COL, effective August 30, 2016;

RETIREMENT

Classified:

- Kathy Hampton: Retire as 8 hrs/day Assistant Accountant at DO, effective July 31, 2016;

Certificated:

- Debra Baker: Retire as 1.0 FTE 2nd Grade Teacher at NBY, effective August 31, 2016;
- Patti Eggleston: Retire as 1.0 FTE Assistant Director at Special Ed, effective June 30, 2016;
- Susan M. Miller: Retire as 1.0 FTE Instructional Coach at Special Ed, effective June 10, 2016;

RESCIND RETIREMENT

Certificated:

- Christine Burns: Rescind Retirement as an Intervention Specialist at MV, effective February 1, 2016;

RESIGNATION

Classified:

- Paola Beltran: Resign as ASP Staff/Tutor and ASP Tutor II at COL, effective January 4, 2016;
- Ignacio Fausto: Resign as ASP Activity Instructor at COL, effective January 13, 2016;
- Laurel Helton: Resign as 5.04 hrs/day Special Ed Para at WA Preschool, effective February 9, 2016;
- Connor Morse: Resign as ASP Staff/Tutor and ASP Activity Instructor at OMS, effective September 21, 2015;
- Patsy Mugg: Resign as 3.0 hrs/day Reading Workshop Instructor at WSHS, effective January 31, 2016;
- Beau Sadler: Resign as Utility Custodian at SS, effective January 27, 2016;
- Cynthia Valladolid Valdovines: Resign as ASP Staff/Tutor and Activity Instructor at PIO, effective January 4, 2016;
- Kevin Villegas-Perez: Resign as After School Staff/Tutor at PIO, effective January 4, 2016;

Certificated:

- Ben Dotson: Resign .5 Elementary Track Coach at SS, effective February 11, 2016;
- Jay Higgins: Resign as 1.0 FTE Counselor at NBY, effective June 10, 2016;
- Kari Mathison: Resign as 1.0 FTE Librarian at COL, effective June 30, 2016;
- Elizabeth McLaughlin: Resign as 1.0 FTE SLP at Special Ed, effective June 30, 2016;
- Lindsay Swardz: Resign as .6 FTE Migrant Graduation Specialist at WHS, effective June 30, 2016;

TERMINATION

Classified:

- Rafael Lopez: Did not pass probationary period as 8.0 hrs/day Utility Custodian at MV/LINC, effective February 9, 2016;

SUPPLEMENTAL ASSIGNMENTS FOR THE 15-16 SCHOOL

YEAR The following persons are recommended for employment tendered for Supplemental Contract for the 2015-2016 school year:

Wenatchee High School:

Dale Blair

Beth Hammerberg

WIA Online Health Teacher

WIA Online Agriculture Biology Teacher

Brandon Harle
David Jagla
Shelly Jelsing
Brian Lee
Rebecca Molitor

WIA Online US History Teacher
WIA Online CWP Teacher
WIA Online Lifetime Fitness Teacher
WIA Citizen Washington Teacher
WIA World Studies Teacher

Wenatchee School District NO. 246

PAYROLL

FEBRUARY 2016

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 \$6,024,680.48 for the month of February 2016.

Secretary: _____

Board Members: _____

Feb. 24, 2016



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 581817 through 582059 totaling \$487,010.10

Capital Projects Fund

Check number 582060 through 582071 totaling \$1,366,038.76

Associated Student Body Fund

Check number 582072 through 582112 totaling \$65,370.25

Transportation Vehicle Fund

Check numbers through totaling \$

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 February 23, 2016, the board, by a _____ vote, approves payments, totaling \$1,918,419.11. The payments are further identified in this document.

Total by Payment Type for Cash Account, AP WARRANTS:
Warrant Numbers 581817 through 582112, totaling \$1,918,419.11

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

Check Nbr	Vendor Name	Check Date	Check Amount
581817	A & A MOTORCOACH	02/24/2016	9,262.50
581818	ABOVE AND BEYOND LEARNING INC	02/24/2016	690.00
581819	ACADEMIC TOOL BOX	02/24/2016	506.67
581820	ADVANCE TUTORING SERVICES	02/24/2016	885.00
581821	AG SUPPLY COMPANY	02/24/2016	42.52
581822	ALDEN & ASSOCIATES	02/24/2016	1,445.04
581823	AMERICAN PRODUCE EXPRESS, LLC	02/24/2016	3,312.15
581824	AMERIGAS	02/24/2016	757.91
581825	APEX LEARNING INC	02/24/2016	1,084.00
581826	APPLE COMPUTER INC	02/24/2016	6,435.17
581827	APPLE VALLEY PUMPING SER INC	02/24/2016	861.78
581828	APPLETON, THEA CHRISTINE	02/24/2016	41.75
581829	ASCD	02/24/2016	89.00
581830	AVANT ASSESSMENT, LLC	02/24/2016	192.50
581831	AW REHN & ASSOC INC	02/24/2016	237.00
581832	BAKKE, DEANNA M	02/24/2016	20.59
581833	BARNHART, VICKI L	02/24/2016	5.40
581834	BARRYS CURBING & STRIPING	02/24/2016	216.80
581835	BIRKS, AMBER D	02/24/2016	102.00
581836	BIRKS, RAY R	02/24/2016	40.13
581837	BLACK, STEPHEN	02/24/2016	15.00
581838	BLANKENSHIP, TRINA M	02/24/2016	6.48
581839	BOUND TO STAY BOUND	02/24/2016	735.47
581840	BRYSON SALES & SERVICE	02/24/2016	814.85
581841	BURROWS TRACTOR INC	02/24/2016	105.12
581842	CABRERA, ELIZABETH	02/24/2016	10.00
581843	CAROLINA BIOLOGICAL SUPPLY	02/24/2016	524.90
581844	CASCADE QUALITY WATER CENTER	02/24/2016	361.07
581845	CENTRO LATINO NW FAM SERV INST	02/24/2016	6,660.00
581846	CHERNAK, CAROL	02/24/2016	35.91
581847	CHINOOK MUSIC SERVICE INC	02/24/2016	409.75
581848	CHOMAN, SUSAN M	02/24/2016	90.00
581849	CINTAS CORPORATION	02/24/2016	811.69

Check Nbr	Vendor Name	Check Date	Check Amount
581850	CITY TREASURER	02/24/2016	13,856.55
581851	CLINE, ROBERT BLAIR	02/24/2016	248.48
581852	CLOUDVIEW ECO FARM	02/24/2016	428.20
581853	COCHLEAR AMERICAS	02/24/2016	90.00
581854	COLUMBIA RIVER STEEL SUPPLY	02/24/2016	261.18
581855	COLUMBIA DISTRIBUTING	02/24/2016	351.00
581856	COMMERCIAL PRINTING INC	02/24/2016	1,738.16
581857	COMMERCIAL TIRE	02/24/2016	4,389.00
581858	COMMUNITY GLASS	02/24/2016	390.40
581859	CONGER, DENNIS DWIGHT	02/24/2016	209.12
581860	CORDELL, TODD	02/24/2016	14.44
581861	CORTEZ, ARMANTINA	02/24/2016	160.00
581862	COSTCO HOUSEHOLD BANK FSB DO	02/24/2016	1,002.30
581863	CRAFT WAREHOUSE	02/24/2016	62.73
581864	CRAIL, HEATHER DAWN	02/24/2016	242.44
581865	CTS CASH OFFICE	02/24/2016	4,529.57
581866	DANAHEY FEIL, ANDREA E	02/24/2016	6.16
581867	DANIELSEN, PAULA	02/24/2016	15.61
581868	DEJONG, JON DAVID	02/24/2016	1,438.43
581869	DELL COMPUTER CORP	02/24/2016	249.94
581870	DELTA EDUCATION INC	02/24/2016	416.15
581871	DEPERSIO, PAMELA B	02/24/2016	67.21
581872	DEPT OF LICENSING	02/24/2016	13.00
581873	DEPT OF LABOR & INDUSTRIES	02/24/2016	4,800.00
581874	DEVEREAUX, PATRICIA L	02/24/2016	133.15
581875	DOH ASSOCIATES PS	02/24/2016	225.00
581876	DON SANGSTER MOTORS INC	02/24/2016	13.90
581877	DOUBLE TREE/HILTON HOTEL OLYMP	02/24/2016	178.18
581878	EASTMONT LANES INC	02/24/2016	3,000.00
581879	ENGELBRECHT, MARK E	02/24/2016	23.80
581880	ESCHWIG, LISA	02/24/2016	30.02
581881	ESD 123	02/24/2016	575.00
581882	FASTENERS INC	02/24/2016	244.33
581883	FINK, TERI	02/24/2016	27.54
581884	FLYNN, KAREN S	02/24/2016	23.55
581885	FOOD SERVICE OF AMERICA	02/24/2016	36,685.61
581886	FRANCE AND COMPANY	02/24/2016	315.00
581887	FRANZ FAMILY BAKERIES	02/24/2016	2,022.93
581888	FRED MEYER CUSTOMER CHARGES	02/24/2016	782.29
581889	FULCRUM ENV. CONSULT, INC	02/24/2016	1,912.50
581890	GALAXY COMICS	02/24/2016	28.11
581891	GEBBERS CATTLE, LTD.	02/24/2016	1,402.20
581892	GETZIN, KENT D	02/24/2016	178.66
581893	GLAZER'S CAMERA, INC	02/24/2016	664.33
581894	GO USA	02/24/2016	40.22
581895	GODINA, TERESA	02/24/2016	26.34
581896	GOOD LIFE	02/24/2016	25.00
581897	GOOD SAMARITAN FIRST AID	02/24/2016	300.00
581898	GRADUATION ALLIANCE INC	02/24/2016	9,800.00
581899	GREEDY, MONICA R	02/24/2016	129.68

Check Nbr	Vendor Name	Check Date	Check Amount
581900	HAGLUND, DIANA JO	02/24/2016	58.00
581901	HANCHEY, LISA M	02/24/2016	183.10
581902	HAYS, LARA GWEN	02/24/2016	11.99
581903	HEALTH CARE AUTHORITY	02/24/2016	6,001.76
581904	HEATH, MELINDA L	02/24/2016	56.65
581905	HELFRICH, JOHN	02/24/2016	36.67
581906	HENDERSON, MAIJA B	02/24/2016	24.79
581907	HERRON, TINA M	02/24/2016	38.45
581908	HILL, JANET R	02/24/2016	48.00
581909	HOLLYWOOD LIGHTS, INC.	02/24/2016	253.83
581910	HOME DEPOT	02/24/2016	437.35
581911	HOOKANDLOOP.COM	02/24/2016	222.90
581912	HUBENSACK, TAMMY A	02/24/2016	336.22
581913	ICICLE BROADCASTING INC	02/24/2016	100.00
581914	INLAND PIPE AND SUPPLY	02/24/2016	515.18
581915	J & G DISTRIBUTING INC	02/24/2016	8,373.49
581916	JCD REPAIR LLC	02/24/2016	466.90
581917	JERRYS AUTO SUPPLY	02/24/2016	501.80
581918	JOHNSTONE SUPPLY INC	02/24/2016	574.73
581919	JOSTENS	02/24/2016	3,422.25
581920	JW PEPPER & SON INC	02/24/2016	85.09
581921	KELLER SUPPLY COMPANY	02/24/2016	556.29
581922	KENNELLY KEYS MUSIC	02/24/2016	52.41
581923	KERT, HOLLY	02/24/2016	19.48
581924	KEYHOLE INC	02/24/2016	68.13
581925	KIMMEL ATHLETIC SUPPLY	02/24/2016	21.55
581926	KING COUNTY DIRECTORS ASSN	02/24/2016	5,561.68
581927	KNOWBUDDY RESOURCES	02/24/2016	277.29
581928	L & M FENCE	02/24/2016	400.00
581929	LARKIN, BARBARA LUCILE	02/24/2016	6.74
581930	LIFESKILLS/K WENNERBERG	02/24/2016	94.24
581931	LINDELL, MICHELLE	02/24/2016	87.24
581932	LIQUIDS POWDERS & MACHINES	02/24/2016	106.81
581933	LITERACY RESOURCES INC	02/24/2016	89.99
581934	LOCAL TEL COMMUNICATIONS	02/24/2016	14,056.43
581935	LOPEZ, DANIZ P	02/24/2016	475.00
581936	LOWES HOME IMPROVEMENT	02/24/2016	665.98
581937	MACKIN LIBRARY MEDIA	02/24/2016	2,746.81
581938	MADLAND, MARY	02/24/2016	208.33
581939	MADSEN, MARYA E	02/24/2016	24.40
581940	MAGANA FARMS	02/24/2016	375.00
581941	MARSON AND MARSON LUMBER INC	02/24/2016	55.34
581942	MCALLISTER, BROOKE ANNE	02/24/2016	154.44
581943	MCCOURT, HEATHER G	02/24/2016	70.00
581944	MIKES PIANO TUNING	02/24/2016	530.00
581945	MILLIETTE, JUDY CUTLER	02/24/2016	37.86
581946	MORAN PRINTING INC	02/24/2016	54.73
581947	MOUNTAIN HOME BIOLOGICAL	02/24/2016	216.13
581948	NASCO	02/24/2016	921.63
581949	NAVARRO-ORTIZ, NANCY	02/24/2016	475.00

Check Nbr	Vendor Name	Check Date	Check Amount
581950	NCW WRESTLING OFFICIALS	02/24/2016	786.79
581951	NCWMEA	02/24/2016	1,500.00
581952	NEOFUNDS BY NEOPOST	02/24/2016	1,000.00
581953	NORCO INC	02/24/2016	631.53
581954	NORTH CENTRAL ESD	02/24/2016	38,195.16
581955	NW BEARING	02/24/2016	128.23
581956	NW TEXTBOOK DEPOSITORY	02/24/2016	350.30
581957	NW VITAL RECORDS CTR INC	02/24/2016	140.00
581958	O'REILLY AUTOMOTIVE STORES	02/24/2016	567.55
581959	OFFICE DEPOT	02/24/2016	9,443.56
581960	OLIVAS, JERRY	02/24/2016	1,680.00
581961	ORANGE CO DEPT OF EDU	02/24/2016	370.00
581962	OSPI CHILD NUTRITION SERV	02/24/2016	16,047.11
581963	OXARC	02/24/2016	908.78
581964	PACIFIC SECURITY	02/24/2016	325.00
581965	PAPA JOHNS PIZZA	02/24/2016	38.00
581966	PARSONS PHOTOGRAPHY	02/24/2016	126.83
581967	PC & MACEXCHANGE	02/24/2016	13,627.05
581968	PERMIN, JEFFREY M	02/24/2016	102.00
581969	PLATT ELECTRICAL SUPPLY	02/24/2016	1,197.93
581970	POLTZ FIRE PROTECTION	02/24/2016	629.61
581971	PPG ARCHITECTURAL	02/24/2016	427.96
581972	PRINT TO MAIL SYSTEMS	02/24/2016	874.00
581973	PRO BUILD CO., LLC	02/24/2016	562.37
581974	PRO ED	02/24/2016	104.50
581975	PTOLEMY, WENDY MARIE	02/24/2016	57.43
581976	PUD NO 1 OF CHELAN COUNTY	02/24/2016	56,217.07
581977	QMS	02/24/2016	1,191.18
581978	RATH, KARLYN M	02/24/2016	271.13
581979	REV.COM INC	02/24/2016	29.00
581980	RICOH USA, INC.	02/24/2016	13,688.13
581981	RICOH USA, INC	02/24/2016	2,572.46
581982	ROBINSON, JULIE A	02/24/2016	79.53
581983	ROMAINE ELECTRIC	02/24/2016	414.21
581984	ROSS, MICHELLE K	02/24/2016	10.00
581985	RWC GROUP	02/24/2016	1,516.21
581986	S & W IRRIGATION SUPPLY	02/24/2016	13.88
581987	SAFEWAY INC	02/24/2016	1,408.38
581988	SANTILLAN, MARISELA	02/24/2016	475.00
581989	SAUCEDA, JESSICA W	02/24/2016	6.48
581990	SBS FOODS, INC	02/24/2016	1,193.74
581991	SCHETKY NORTHWEST SALES	02/24/2016	160.73
581992	SCHOLASTIC BOOK CLUBS	02/24/2016	115.00
581993	SCHOOL NUTRITION ASSOC	02/24/2016	47.50
581994	SCROGGIE, CORINA R	02/24/2016	7.78
581995	SEARS, SUSAN L	02/24/2016	13.57
581996	SHIPOWICK, BRICE DEAN	02/24/2016	63.20
581997	SHIPOWICK-SMITH COUNSELING	02/24/2016	208.33
581998	SHORT, CHERYL	02/24/2016	208.33
581999	SIMMONS, DEBORAH L	02/24/2016	20.53

Check Nbr	Vendor Name	Check Date	Check Amount
582000	SKILLSOURCE	02/24/2016	1,785.60
582001	SMITH GEAR	02/24/2016	4,788.00
582002	SMITH, LLOYD	02/24/2016	50.00
582003	SOLIS, ADELITA	02/24/2016	526.97
582004	SONGSMITH STRING INSTRUMENTS	02/24/2016	27.10
582005	SPRINGWATER LATERAL WATER USER	02/24/2016	40.00
582006	STANDARD PLUMBING AND HEATING	02/24/2016	244.31
582007	STANS MERRY MART	02/24/2016	399.15
582008	STAR RENTALS INC	02/24/2016	108.40
582009	STARKEY, PAULINE M	02/24/2016	250.00
582010	STATE AUDITORS OFFICE	02/24/2016	8,593.13
582011	STEFANIDES, KATIE M	02/24/2016	42.93
582012	STEHR, JODI	02/24/2016	13.99
582013	STERICYCLE COMM SOLUTIONS	02/24/2016	84.20
582014	STRATEGIC STEPS	02/24/2016	2,529.60
582015	STUMPF FARMS INC.	02/24/2016	1,163.78
582016	SUPPLYWORKS	02/24/2016	4,200.45
582017	SWANSON, JAMES R	02/24/2016	32.08
582018	TEACHERS SYNERGY LLC	02/24/2016	260.00
582019	TEMPLETON, GEORGE	02/24/2016	15.00
582020	THACKERAY, ZANE	02/24/2016	36.00
582021	THE ACADEMY	02/24/2016	1,111.89
582022	THRIFTY SUPPLY CO	02/24/2016	20.27
582023	THYSSENKRUPP ELEVATOR INC	02/24/2016	662.29
582024	TIME FOR KIDS	02/24/2016	65.40
582025	TOLEDO, NOEL A	02/24/2016	32.30
582026	TURNER, LISA NAOMI	02/24/2016	242.44
582027	UPS	02/24/2016	210.17
582028	US BANK CORPORATE PAYMENT SYST	02/24/2016	46,535.38
582029	US LINEN & UNIFORM INC	02/24/2016	1,880.62
582030	US TRANSMISSIONS	02/24/2016	61.56
582031	VANDOREN, VANESSA	02/24/2016	40.00
582032	VEX ROBOTICS, INC	02/24/2016	1,262.34
582033	VIVANCO, MATILDE	02/24/2016	290.59
582034	WA-ACTE	02/24/2016	170.00
582035	WAAE	02/24/2016	2,340.00
582036	WALA	02/24/2016	10.00
582037	WALLACE, MELANIE ANN	02/24/2016	10.00
582038	WASBO	02/24/2016	1,200.00
582039	WASTE MANAGEMENT	02/24/2016	9,432.43
582040	WEATHERPROOFING TECH. INC	02/24/2016	1,747.95
582041	WEINSTEIN BEVERAGE CO	02/24/2016	1,866.49
582042	WEN PETROLEUM CO	02/24/2016	9,033.98
582043	WEN SAND & GRAVEL	02/24/2016	159.80
582044	WEN VALLEY MUSEUM & CULTURAL C	02/24/2016	7,500.00
582045	WEN VALLEY HOSPITAL	02/24/2016	1,671.79
582046	WEN WORLD	02/24/2016	2,821.66
582047	WESCO PAINT & EQUIPMENT SUPPLY	02/24/2016	53.20
582048	WESTERN BUS SALES INC	02/24/2016	1,302.09
582049	WHEELS PLUS	02/24/2016	542.50

Check Nbr	Vendor Name	Check Date	Check Amount
582050	WHITE, CHRISTINA J	02/24/2016	274.73
582051	WHS ASB	02/24/2016	110.00
582052	WHY TRY INC	02/24/2016	58.00
582053	WILBUR ELLIS COMPANY LLC	02/24/2016	2,455.44
582054	WILSON, MICHAEL E	02/24/2016	70.10
582055	WITEA SPRING CONFERENCE	02/24/2016	255.00
582056	WOOLSEY, JON MARK	02/24/2016	53.57
582057	WSD 246	02/24/2016	50.00
<i>Jen</i> 582058	WSD ADMIN IMPREST	02/24/2016	958.29
<i>Jen</i> 582059	WSSDA	02/24/2016	14,770.44
582060	ALLANA BUICK & BERS INC	02/24/2016	2,475.00
582061	ARC LLC	02/24/2016	219.48
582062	CASCADE QUALITY WATER CENTER	02/24/2016	47.98
<i>QAP</i> 582063	EAGLE TRANSFER CO. INC	02/24/2016	234.00
<i>QAP</i> 582064	GRACE LUTHERAN CHURCH	02/24/2016	1,116.00
582065	INSTA STOR INC	02/24/2016	233.06
582066	LYDIG CONSTRUCTION INC	02/24/2016	1,355,872.81
582067	MENG ANALYSIS	02/24/2016	1,129.70
582068	NELSON GEOTECHNICAL ASSO INC	02/24/2016	1,113.60
582069	OFFICE DEPOT	02/24/2016	33.13
582070	PACIFIC SECURITY	02/24/2016	40.00
582071	SUSTAINABLE OFFICE SOURCE LLC	02/24/2016	3,524.00
582072	APPLEBEES BAR AND GRILL	02/24/2016	950.00
<i>ASB</i> 582073	CAFFE D'ARTE	02/24/2016	188.88
582074	CANYON LAKES GOLF COURSE	02/24/2016	170.00
582075	CHINOOK MUSIC SERVICE INC	02/24/2016	281.84
582076	COMMERCIAL PRINTING INC	02/24/2016	250.92
582077	COSTCO HOUSEHOLD BANK FSB DO	02/24/2016	2,396.67
582078	DOMINOS PIZZA/KONA PIES LLC	02/24/2016	125.19
582079	EASTMONT LANES INC	02/24/2016	472.24
582080	FLOWERS TO THE BRIM	02/24/2016	3,505.68
582081	GOLFERS EDGE	02/24/2016	216.80
582082	HAGLUNDS TROPHIES	02/24/2016	1,088.99
582083	HOBBY LOBBY	02/24/2016	45.16
582084	ICICLE RIVER COMPANY	02/24/2016	313.97
582085	KANSKY, ROBIN EDWARD	02/24/2016	70.46
582086	KIMMEL ATHLETIC SUPPLY	02/24/2016	2,220.72
582087	LOWES HOME IMPROVEMENT	02/24/2016	67.05
582088	MCLESTER, DOUGLAS L	02/24/2016	40.00
582089	NCWMEA	02/24/2016	3,404.00
582090	NSPA MEMBERSHIP	02/24/2016	109.00
582091	NW SILK SCREEN & EMBROIDERY LL	02/24/2016	676.85
582092	OLYMPIC HIGH SCHOOL	02/24/2016	140.00
582093	PNW KEY CLUB CONVENTION	02/24/2016	5,438.33
582094	PUGH, KAREN	02/24/2016	50.00
582095	R & H THEATRICALS	02/24/2016	400.00
582096	R & S VENDING	02/24/2016	227.50
582097	RENT ME MINI STORAGE	02/24/2016	724.25
582098	RICHARDSON, LESLEY	02/24/2016	50.00
582099	SAFEWAY INC	02/24/2016	72.12

Check Nbr	Vendor Name	Check Date	Check Amount
582100	SHEETS, JILL C	02/24/2016	140.99
582101	SONGSMITH STRING INSTRUMENTS	02/24/2016	7.59
582102	THE LUKEMIA & LYMPHOMA SOC	02/24/2016	571.00
582103	US BANK CORPORATE PAYMENT SYST	02/24/2016	5,065.68
582104	WA DECA	02/24/2016	8,820.00
582105	WATERBURY, APRIL	02/24/2016	40.00
582106	WEINSTEIN BEVERAGE CO	02/24/2016	174.96
582107	WEN PETROLEUM CO	02/24/2016	98.69
582108	WINDSOR, ANNE MARIE	02/24/2016	100.00
582109	WORLDSTRIDES	02/24/2016	23,005.00
582110	WSD	02/24/2016	2,989.72
582111	WSD FOOD SERVICES CATERING	02/24/2016	60.00
582112	WVC	02/24/2016	600.00
296	Computer	Check(s) For a Total of	1,918,419.11

	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
	296	Computer	Checks For a Total of	1,918,419.11
Total For	296	Manual, Wire Tran, ACH & Computer	Checks	1,918,419.11
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	1,918,419.11

F U N D S U M M A R Y

Fund	Description	Balance Sheet	Revenue	Expense	Total
10	General Fund	-2,861.50	0.00	489,871.60	487,010.10
20	Capital Projects	0.00	0.00	1,366,038.76	1,366,038.76
40	Associated Stude	-15.29	0.00	65,385.54	65,370.25

February 23, 2016 Board Meeting

Submission Summary Form for District Contracts

Submit **unsigned** contracts to Les Vandervort for pre-approval at least two weeks before the scheduled School Board meeting. Upon pre-approval, Les will submit the contracts 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 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 Les?	PO Required?
02/08/16	New	No	Lazy F Camp & Retreat Center	Girls Soccer Retreat (WHS)	\$2,040 Budget Code 402-2470	8/27-8/28/16	Jim Beeson	Yes	Yes
02/04/16	New	No	WSIPC	Change Special Ed Info Student System from GoalView to IEP Online Software	\$13,332 Budget Code 2100 27 7016 000	2/1/16 - 8/31/16	Trisha Craig	Yes	Yes
02/05/16	Renewal	No	Follett School Solutions	Migration of existing data to Follett hosted service	\$11,816 Budget Code various budgets	4/1/16 - 3/31/2017	Ron Brown	Yes	Yes
02/04/16	New	No	University of North Dakota	Cooperative Teaching Agreement	\$0 Budget Code N/A	1/1/16 - 7/1/16	Lisa Turner	Yes	Yes
02/15/16	Renewal	No	LocalTel Communications	Shoretel Partner Support for district VOIP phone system	\$34,319 Budget Code 9700 65 7016 000	3/14/16 - 3/13/2019	Dave Yancey	Yes	Yes
02/16/16	Renewal	No	LocalTel Communications	LocalTel Managed CCPUD hosted backend VLAN	\$1,295 Budget Code 9700 65 7016 000	7/1/16 - 6/30/17	Dave Yancey	Yes	Yes
					Budget Code				
					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 (if necessary), 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 Flores, 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	Approved by Les?	PO Required?	Attorney Review Required?
02/08/16	NEW	LAZY F CAMP & RETREAT CENTER	GIRLS SOCCER RETREAT, ELLENSBURG WA 8/27-8/28/16	\$2,040	8/27/1-8/28/16	JIM BEESON		YES	
				Budget Code		I have read this contract and recommend it for Board approval.			
				402-2470		<i>[Signature]</i> Initial 2/8/16 Date	<i>[Signature]</i>		This is decided at the district office.

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

Agency Name LAZY F CAMP & RETREAT CENTER
 Attention: TAMI FINDLEY MCBRIDE/ADMIN ASST
 Street address or PO Box 16170 MANASTASH ROAD
 City, State, Zip Code ELLENSBURG WA 98926
 Email Address WWW.LAZYFCAMP.ORG
 Phone Number 509-962-2780

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

If this is a revision, what has changed?

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

Reviewed by Attorney _____

Signature

Requires Edits? _____



16170 Manastash Rd. • Ellensburg, WA 98926
 509 962-2780 (phone) • 509 962-6414 (fax)
 office@lazyfcamp.org • www.lazyfcamp.org

Group Reservation Agreement

Group Name **2016 Wenatchee High School Soccer Team** Work Phone **509-663-3384**
 Group Leader **John Springer - Athletics** Cell Phone:
 Mailing Address **1101 Millerdale Wenatchee WA 98801** E-mail ~~liebert.d@mail.wsd.wednet.edu~~
roman.d@wenatcheeschools.org
 Arrival Date **Saturday, August 27, 2016** Arrival Time **9:30 am**
 Departure Date **Sunday, August 28, 2016** Departure Time **4:00 pm**
 Expected # **20** Guaranteed Minimum **17** GroupType **Weekend**

Food Service (Meal times are 8:00 am, 12:00 pm, and 5:30 pm unless other arrangements are made 1 month in advance. This may be changed based on the size of the group(s) during your stay.)

First Meal Day **Saturday Lunch 8/27/2016** Last Meal Day **Sunday Lunch 8/28/2016**
 First to Last Meal Days **Saturday Lunch through Sunday Lunch**

Special Requests _____ Dietary Req'ts _____

A final registration and meal count must be provided to the camp one week prior to your event; which is the minimum charge for meals reserved.

Facilities and Services Reserved

Accommodations

Trading Post (26 beds)

Fees and Due Dates

Deposit Amount due with signed agreement: _____ Deposit Due By: _____

This amount has been waived, so is not due at this time. If your group decides to cancel this reservation, this amount will be paid to Lazy F Camp and Retreat Center.

Advance Payment Due 45 days before arrival: **\$510.00** Advance Payment Due By: _____

This amount is waived, but will be paid to Lazy F Camp and Retreat Center if your group cancels the reservation within the six-week period prior to your event. The approximate minimum charge is based on the minimum of expected guests and is detailed below.

Estimated Fees	Amount
2016 Guest, 1 Night/ 4 Meals (20 @ \$75.00)	\$1,500.00
Challenge Course - per person (18 @ \$30.00)	\$540.00
Total:	\$2,040.00

Final payment is due one month after departure unless arrangements have been made with camp ahead of time.

I have read the Reservation Policies, Site Use Guidelines, and Recreational Opportunities and Regulations and agree to implement the stated policies while my group is at Lazy F Camp and Retreat Center. This event is sponsored by the group named above, which is a non-profit, property tax exempt organization.

Group Representative _____ Date _____ Lazy F Camp Representative _____ Date _____



Lazy F Camp and Retreat Center
16170 Manastash Rd. Ellensburg, WA 98926
509.962.2780 (phone) 509.962.6414 (fax)
office@lazyfcamp.org www.lazyfcamp.org

Thank you for making plans to hold your retreat at Lazy F Camp & Retreat Center. Our staff is looking forward to serving your group and making your time at Lazy F rewarding. I have enclosed the following information to assist in your planning:

Reservation Agreement (please review and return)
Reservation Policies, Site Use Guidelines, and Recreational Opportunities and Regulations

I would like to draw your attention to several specific portions of the **Reservation Policies** since they may impact your group financially:

- Unless waived, a reservation deposit is due two weeks after booking. The reservation deposit is non-transferable and non-refundable if your group needs to cancel this event.
- Unless waived, the advance payment is due six weeks prior to the scheduled event. The advance payment is non-transferable and non-refundable if your group cancels after the six-week period prior to the scheduled event.
- Your group will be required to provide the camp with a final number of guests one week before your event. This final number will be used to bill the minimum charge for meals provided, regardless of last minute individual cancellations.
- There is no lodging charge for individual cancellations unless the guaranteed minimum is not met. If your group has fewer participants than the guaranteed minimum, you will be billed for the guaranteed minimum number of full-time guests (as stated on your Reservation Agreement).

Please also remind others in your group about the following items:

- **Cell phone service is NOT available at Lazy F!** A phone outside the office is available for collect or calling card phone calls.
- Pets (except guide dogs) are not allowed at Lazy F Camp and Retreat Center.
- Guests will need to bring their own bedding or sleeping bags (except for those staying in Skyline).

Please **carefully** read over the attached Reservation Agreement and contact me if you have any questions, or want to make **any** changes. Sign one copy and return it to the camp with your reservation deposit (unless waived), and keep the second copy for your records. If you are not paying the reservation deposit yourself, please send in a request to the appropriate person or organization at your earliest convenience.

Lazy F Camp and Retreat Center is able to serve only non-profit, property tax exempt groups. Please provide a copy of an official document that indicates your group fits into this category. Please also provide a certificate of insurance for at least \$1 million in liability coverage that names Lazy F Camp and Retreat Center as an additional insured for the specific activity period. Please provide both documents when you mail in your reservation deposit and agreement. Your group's insurance agent will be able to get this for you and will understand what is needed. Please contact our office if you have any questions.

The mission of Lazy F Camp and Retreat Center is to be an active extension of the United Methodist church program: providing year-round Christian programming, services, and facilities in a camp/retreat setting for persons of all ages, abilities, and cultural backgrounds. To acknowledge that groups new to Lazy F are able to appreciate our mission, we ask that you submit a copy of your group's mission statement and the goals for your retreat.

I am enclosing a retreat-planning checklist that defines the correspondence necessary when utilizing facilities at Lazy F. Please contact me if you need further assistance. God bless you as you plan your retreat!

Sincerely,

Dave Burfeind
Director

Lazy F Camp & Retreat Center
(509) 962-2780
Retreat Planning Checklist

- Upon receipt of the Reservation Agreement, check it over for accuracy (are the dates, meal times, numbers of participants correct?) and call the camp with discrepancies.
- Sign the Reservation Agreement and send one copy back to the camp along with your reservation deposit (unless waived) by the date located after the title **Reservation and Deposit Due Date**. (If you need to put in a request for the funds, please do so as soon as possible, and write a note on the Reservation Agreement letting the camp know of the situation.)
- Submit mission statement, goals for your time at Lazy F Camp and Retreat Center, and proof of non-profit status.
- Six weeks before your scheduled event (this date is located after the title **Advance Payment Due**), send a check to the camp for the amount of your advance payment (unless waived). At this time, reassess your anticipated enrollment; you may release buildings you had previously reserved without any financial penalty if your numbers are less than the guaranteed minimum.
- Four weeks before your scheduled event, inform the camp of any group members' dietary needs, audio/visual needs, special room arrangements, and program and/or activities that Lazy F staff will be leading (archery, challenge course, crafts, etc.).
- Seven days before your arrival date, call the camp with your final number of participants and a final meal count for each meal.
- The day of the event, check in at the Lazy F office to receive insurance forms and inform the staff of any other group needs.
- Prior to departure, have participants assist in camp clean-up: return dining room chairs and tables to storage, return furniture to original locations in other buildings, pick up litter around camp, and remove all personal belongings. Turn off lights and turn down the heat.
- The day of departure, meet with the office manager to clarify specifics of the final bill and return completed evaluations.
- Complete final payment within one month of departure.

Lazy F Camp and Retreat Center

Reservation Policies

The Mission of Lazy F Camping and Retreat Ministries is to be an active extension of the United Methodist church program: providing year-round Christian programming, services, and facilities in a camp/retreat setting for persons of all ages, abilities, and cultural backgrounds.

Reservations for Lazy F Camp and Retreat Center are available to religious and character-building non-profit groups without regard to race, color, creed, sexual orientation, age, or national origin, disability, or veteran status.

RESERVATIONS ARE REQUIRED: Reservations may be made by phone or in person at the Lazy F Camp office. Since use of Lazy F is in high demand, a booking system is in place to accommodate as many guest groups as possible.

Reservations will be accepted 50 weeks in advance by groups not currently having a reservation. Any group that wishes to reserve their same dates the following year will have two weeks from their event starting date to re-book. After this two week period expires, the dates will be available for any other groups. To confirm any reservation, the group must pay a deposit (unless waived) within two weeks of booking. This reservation deposit is determined by the estimated size of your group:

25 or less persons: \$50.00	76-100 persons: \$200.00
26-50 persons: \$100.00	4 or more nights, any size group: \$300.00
51-75 persons: \$150.00	

This deposit will be credited to your final billing, which is due in full upon departure from Lazy F Camp. **THE RESERVATION DEPOSIT IS NON-REFUNDABLE IN THE EVENT OF A CANCELLATION BY THE GROUP.**

ADVANCE PAYMENT: (Unless waived) twenty-five percent of the total estimated fees is due six weeks prior to your scheduled event as an advance payment. Failure to submit the advance payment by the due date will result in the loss of your reservation and forfeiture of your reservation deposit. **THE ADVANCE PAYMENT IS NON-TRANSFERABLE AND NON-REFUNDABLE SHOULD YOUR GROUP CANCEL AFTER THE SIX-WEEK PERIOD PRIOR TO YOUR SCHEDULED EVENT.** At the point the Advance Payment is due; your group leaders need to make a final decision regarding which buildings will be reserved. If you determine that your registration is not what you expected, you will be able to “release” buildings you had previously reserved, thereby reducing the “guaranteed minimum”. When hazardous road/weather conditions cause state or county officials to close a road upon which group members will be driving, which is neither the fault of the camp nor the group, fifty percent of the advance payment will be refunded. The advance payment will be credited to your final bill. The balance of your bill is due one month after departure from Lazy F Camp and Retreat Center.

ESTIMATED FEES: This amount is based on the number provided when making the reservation. It will be updated based on the number of people participating during the time of the retreat. The price includes the use of indicated facilities, indicated meals, indicated services, and insurance. Since we are property tax exempt, taxes are not charged.

FINAL REGISTRATION NUMBER: You must inform the camp of the number of participants expected for your event one week before your arrival date, so we are ready for your group. Failure to provide this final number will result in the use of the estimated number of participants indicated on the Reservation Agreement as the final number for the group. No lodging charge will be assessed for last-minute individual cancellations unless the guaranteed minimum is not met. The guaranteed minimum is based upon sixty-five percent of the maximum capacity of the buildings you have reserved, and this number is noted on your Reservation Agreement. This final registration number, or any higher number given closer to the date of the retreat, will also be used to bill the minimum charge for the meals provided, regardless of last-minute cancellations. Any additional guests served will be charged; however, we only guarantee enough food to serve the number of guests reported in the final meal count. The minimum number of guests that Lazy F will serve is twenty. If your final number of participants falls below twenty, and no other guest groups are available on site to combine numbers with, your group may be asked to provide their own meals. If Lazy F continues to agree to provide meals for your group, the minimum charge will be for twenty people. The group is responsible to pay full meal charges for persons who cancel after the final meal count is established.

EXCLUSIVE USE: The camp reserves the right to schedule more than one group at a time if space is available. Groups wishing guaranteed exclusive use of the camp are required to pay a minimum of seventy-five percent capacity at regular rates.

SITE USE GUIDELINES and SAFETY REGULATIONS

RESPONSIBILITY OF GROUP LEADERS:

1. Understand the reservation policies, and ensure deposit and advance payment (unless waived), and contacts are made to the camp.
2. Ensure that your group understands the camp policies/guidelines and abides by them. Monitor the behavior of the group members and discipline in an appropriate way, which may include dismissal from the camp.
3. Send a copy of your schedule to the camp prior to your arrival so we may better assist you and help eliminate conflicts with other groups that may be using the site.
4. We advise that the group leader gather the following information: (HW.28)
 - a. Names and addresses of all participants,
 - b. Emergency contact names and numbers,
 - c. A listing of any persons with known allergies or health conditions requiring treatment, restriction, or other accommodation while on site,
 - d. For minors without a parent on site, a signed permission to seek emergency treatment or a signed religious waiver.
5. For youth camps, provide supervision in living groups and in general camp activities in the following ratios

<u>Camper Age</u>	<u>Number of Staff</u>	<u>Overnight Campers</u>	<u>Day-Only Campers</u>
4-5 years	1	5	6
6-8 years	1	6	8
9-14 years	1	8	10
15-18 years	1	10	12

 - a. The persons counted towards these supervision ratios must all be at least 16 years of age, and at least two years older than the minors with whom they are working. At least 80% of the persons must be 18 years of age or older.
 - b. In order to alleviate the possibility of child abuse, we ask group leaders to consider supervision of children that includes at least 2 adult leaders present at all activities.
6. Check in with one of the camp staff (usually in the office) immediately upon arrival.
7. Allow for the required orientation to the camp's safety features and regulations, to be given by a camp staff person. This orientation generally happens at the dining hall just prior to the first group meal. (H.W 27D)
8. Complete insurance form (given to you upon arrival at camp) with the name of EACH participant, including infants and guest speakers.
9. Plan cleaning time (about 1/2 hour) into your schedule the last day. This includes picking up litter and garbage, consolidating the garbage, checking for lost and found, returning furniture to the original locations, and washing dishes.

FACILITY USE:

1. Please use only those facilities assigned to your group. Unforeseen needs for additional or different facilities may be arranged with camp staff.
2. Camp staff retains the right of entry to all facilities at any time.
3. Please leave camp the way you found it (clean, furniture in place, etc.).
4. Damages to facilities, grounds, or equipment caused by the group will be charged to the group billing.
5. Lazy F is not liable for personal belongs that are lost, stolen, or left behind at the camp.
6. Please avoid undue energy loss by closing doors, turning off lights, and turning down heat.
7. Littering around camp grounds is not acceptable. Numerous recycling receptacles are available.
8. Please maintain relative quiet from 10:00 p.m. to 7:00 a.m.

SAFETY REGULATIONS:

1. Guest groups may not bring gas or any flammable material, explosives, poisonous materials (cleaning agents), or power tools onto camp property.
2. Please be careful with fire. No fireworks are allowed. Open fires allowed only in designated campfire areas.
3. Do not drink water from hoses, creek, or pond.
4. Animals and pets should not be brought to camp unless the Director grants prior special permission. No animals or pets allowed in buildings, except seeing eye or hearing-ear dogs.
5. **ALCOHOLIC BEVERAGES, ILLEGAL DRUGS, FIREARMS, AND AMMO ARE STRICTLY PROHIBITED ON CAMP PROPERTY!**
6. **SMOKING IS DISCOURAGED** for reasons of health, safety, and fire hazard. **SMOKING IS LIMITED TO THE FIRE CIRCLE NORTH OF THE LODGE.** The Camp Director may designate other areas.
7. Rattlesnakes are occasionally seen on camp property in the summer months. If one is spotted, stay away from the snake and contact a camp staff member immediately.
8. Please properly store personal sports equipment such as archery, hockey sticks and climbing gear so to insure the safety of children in your group.
9. Creek and Pond safety regulations:

- a. All pond and creek activities require a person present with (at minimum) current American Red Cross Standard First Aid and CPR (for the appropriate age level) or equivalent certification.
 - b. Seatbelts and ties should be removed from all persons in wheelchairs when near the creek or pond.
 - c. It is advised that shoes should be worn when playing in the creek.
10. The use of specialized recreation activities or equipment such as Archery or Challenge Course requires the supervision of a Lazy F staff member with specialized training and skills.

DINING HALL PROCEDURES:

Lazy F Camp takes special pride in the quality of meal service we provide our guests. Homemade breads and “from scratch” cooking, with plenty of in-season fresh fruits and vegetables are the mainstays. Meal service may also include beverages in your meeting area by request.

Unless special arrangements are made in advance with the Director, all groups with 40 or more persons will be served meals by the camp. Groups with 40 or less may choose to use one of the small kitchens and do their own cooking, or partake of camp meals provided there are at least 20 total persons served (including any other group on site).

If the group anticipates any special dietary needs and/or preferences, we will gladly accommodate you as long as we are notified three to four weeks in advance. Please indicate on the back of the Reservation Agreement any special needs or preferences. Meals are usually served buffet style. Meals are generally served at 8:00 am, noon, and 5:30 pm, unless more than one group will be using meal service. In this case, the camp staff will coordinate meal times and have two meal shifts.

AT MEALTIME:

- 1) After the group is seated, announcements may be made, and leaders are encouraged to lead Grace or a moment of silence before the meal.
- 2) Group leaders then excuse tables to the buffet line.
- 3) Individuals are to bus own dishes. During the meal, bussing procedures will be explained to the group.
- 4) After the last meal, please have your group put away the tables and chairs.

THANK YOU FOR YOUR HELP!

VEHICLES AND PARKING: *Drive slowly* in camp and be careful of pedestrians. All vehicles must be parked in the designated parking area on the north side of camp. Vehicles may drive across the bridge to the south side of camp for loading/unloading only. Persons are expected to walk to and from areas and buildings in camp, and not use vehicles for this purpose expect for persons with limited mobility. (TR4) Transportation of persons in vehicles not designed for passengers is prohibited (i.e.: back of pickups).(TR2)

PHONE/CELL/WI-FI: The phone number at Lazy F is (509) 962-2780. There is a public credit card/collect phone at camp located on the North wall of the office for private use. Use of camp phones must be restricted to emergency calls only. All long-distance calls must be made collect or calling card. Cell phone signals are NOT available at Lazy F. The closest signal is about 7 miles away on the county road. WI-FI is available throughout much of the camp, contact your group leader for the password.

HEALTH SERVICES: *All groups are responsible for their own health services and supplies and must provide a person with a current age-appropriate CPR/ AED and first aid certification from a nationally recognized provider to be present at all times when participants are present.* The nearest hospital is Kittitas Valley Community Hospital in Ellensburg (15-20 minutes). Groups are to provide their own emergency transportation or call an ambulance (911) if necessary. (HW 26.1, TR1)

EMERGENCY NUMBERS

EMERGENCY PROCEDURES AND NUMBERS ARE POSTED IN MOST BUILDINGS

- 911 Fire, Medical Emergency, Ambulance, Police, or Sheriff
- (800) 562-6010 Forest Fire (Department of Natural Resources)
- (800) 222-1222 Poison Center
- (509) 962-9841 Kittitas Valley Community Hospital
- (509) 925-8534 Sheriff Emergency Phone (Call for Search & Rescue in case of lost or missing persons)

PLEASE NOTIFY THE DIRECTOR IMMEDIATELY IN CASE OF ANY EMERGENCY. Try the camp office, Director’s House, and/or the main kitchen to locate staff. The telephone number for the Director in case of an emergency is (509) 925-4661. In an emergency situation, the camp bell will be rung continually and all guests should report to the playfield by the camp office.

EMERGENCY PROCEDURES (HW 27D)

The nearest hospital is Kittitas Valley Community Hospital in Ellensburg (20 - 30 minutes away from the camp). **Groups are to provide their own emergency transportation or call an ambulance (911) if necessary. (HW 27 B, TR1)**

EMERGENCY NUMBERS

911 - Fire, Medical Emergency, Ambulance, Police, Sheriff
(800) 527-3305 - Forest Fire (Department of Natural Resources)
(800) 222-1222 - Poison Center
962-9841 - Kittitas Valley Community Hospital
962-7528 - Sheriff Emergency Phone (call for Search & Rescue in case of lost or missing persons)

PLEASE NOTIFY THE ON-SITE DIRECTOR (DAVE BURFEIND) IMMEDIATELY IN CASE OF ANY EMERGENCY!
Try the camp office, the main kitchen, or the Director's house.

IN AN EMERGENCY SITUATION, THE CAMP BELL WILL BE RUNG CONTINUALLY AND ALL GUESTS SHOULD REPORT TO THE PLAYFIELD BY THE CAMP OFFICE.

NOTIFYING OTHER PERSONS OF EMERGENCY SITUATION

1. In any emergency situation listed below, if any person has been lost, injured, or threatened by the incident, the group leader notifies:
 - a) the individual's parents or emergency contact
 - b) the Camp Director
2. The Camp Director notifies:
 - a) the Executive Director for Camping and Retreat Ministries
 - b) an official from the Lazy F Camp Site Advisory Team
 - c) the Camping Board of Stewards
 - d) the insurance agent, if applicable
3. The group leader and Director fill out an emergency report.
4. If a youth event, it is a good idea to inform all parents of the incident by drafting a written report to be mailed or handed out on the last day of the event. This should be a joint effort of the group leader and Director.

MEDICAL EMERGENCY, FIRST AID

1. See above for emergency numbers.
2. Hospital directions are given to group leaders and posted by office pay phone.
3. Each group is to have a designated person who is to respond to health issues, this person is to be contacted.

SERIOUS ACCIDENTS (INCLUDING NEAR-DROWNINGS)

1. Move victim only if in a hazardous situation.
2. Use extreme caution if any sign of back or neck injury.
3. Treat victim for life-threatening injuries sustained in the accident.
4. Immobilize victim in position found: do not attempt to "fix" anything, and do not remove any item lodged in the body unless it obstructs breathing.
5. After consultation with the group's Health Care Provider, the Camp Director or a camp staff person will arrange transportation for injured person to medical facilities, if appropriate.

EVACUATION

In the event an evacuation of the camp becomes necessary or prudent, all persons will be evacuated to the First United Methodist Church in Ellensburg.

FIRE

1. Call 911 for the Ellensburg Fire Department if a structural fire or the DNR if a forest fire.
2. Ring camp bell.
3. All persons report to the playfield by the main entrance to Camp.
4. Group leaders conduct roll call, accounting for each person.
5. The Director reports the fire to DNR and to the Kittitas County Sheriff.
6. The Director move emergency vehicle to safe place.
7. Persons will remain at the field until the fire is out unless otherwise directed by camp staff or fire officials.
8. Camp staff will start pump any deploy fire hoses is necessary.

LOSS OF ELECTRICAL POWER

1. Call the local Public Utility district (PUD): 925-3164 to report the power failure and get an estimate of how long before power is restored.
2. To prevent food spoilage, all refrigeration units should not be opened until power is restored.
3. Water provisions are limited in a power outage. Persons and guests will be instructed to not use water except for drinking, until power is restored. Supply pails to carry water from the creek to flush toilets.
4. Should the PUD be unable to restore power within a reasonable length of time (half a day), the Camp Director must decide if the camp must close. Other options may be explored with the group leader(s), such as the group going off-site for another activity during the day.

LANDSLIDES

1. Go to either the field by Manastash Road or the field by the Lodge, whichever is on the opposite side of the creek from the landslide.
2. Group leaders take roll call and account for all persons.
3. The Director will seek professional advice as to the safety of the landslide area, and will inform the group leaders of further precautions and instructions.

EARTHQUAKE

1. Stand in doorway of building, away from windows.
2. In dining hall get under tables, protecting your head.
3. Following quake, all persons report to playfield near camp entrance.
4. Group leaders take roll call. Account for all persons. Stay calm.
5. Keep away from buildings and tall trees.
6. Fill containers with fresh water in case of loss of electrical power.
7. Obtain instructions from emergency personnel.

FLOOD

1. Evacuate guests from all cabins on upper camp to the barn.
2. Local authorities (Sheriff or Kittitas Emergency Dispatch) should be notified for further instructions as to appropriate course of action.
3. Assemble vehicles and get drivers ready to leave.
4. Fill containers with fresh water in case of loss of electrical power.
5. Beware of landslides and falling trees.
6. Should the bridge be washed out, Manastash Road crosses the creek on the west end of camp property.

Lazy F Camp & Retreat Center

Recreational Opportunities and Regulations

General Policies:

1. Groups shall provide adult leadership for each activity at the ratios specified in the *Site Use Guidelines* at the activity site(s) at all times when in use; and
2. At least one person with the required certifications as noted under the activities where such certification is applicable.
3. Recreation activities are allowed only when authorized camp staff determines the conditions are such that predictable hazards are minimized, and when authorized camp staff have briefed the leaders concerning safety precautions. Authorized camp staff has the authority to close any recreational site at any time, and to anyone, if undue hazards are imminent due to condition of area(s) and/or behavior of participants.

Equipment Available: The following recreational equipment is available for use at no extra charge and may be checked out from a Camp staff person: soccer ball, football, volleyball, basketball, miscellaneous playballs, softballs and bats, Frisbees, horseshoes, ping-pong paddles and balls, inner tubes, and some ice skates. Any damage or loss of recreational equipment will be billed to the group at replacement costs. Please contact the office if you wish to bring personal sports equipment that may need special storage and handling to ensure the safety of all camp guests (ie, archery equipment).



SNOW TUBING HILL: There is usually enough snow for tubing from late December through early March. However, all winter groups should be prepared with other activities in the event that the snow-tubing hill is closed due to lack of snow. Tubing hill safety regulations:

1. The tubing hill is officially closed and no one is allowed on the tubing hill until a designated camp staff person has inspected the site, informed a designated leader of possible hazards and safety regulations, and declared that the hill is open for tubing.
2. The user group must provide a person present at the tubing site with (at the minimum) current American Red Cross Standard First Aid and CPR (for the appropriate age level) or equivalent certification.
3. No one may sit or lie on another person when descending the tubing hill (in front or behind is OK).
4. No trains of more than 4 persons. The biggest person should be in the front of the train, not the back!
5. Do not go above the boundary fencing up on the hill (too dangerous).
6. Do not walk on the tubing tracks.
7. Do not make jumps in the track.



ICE SKATING:

1. The rink is typically available for skating from December through February. However, no one may skate until the ice has been inspected and an authorized camp staff person has informed the group of possible hazards.
2. The user group must provide a person present at the skating rink with (at the minimum) current American Red Cross Standard First Aid and CPR (for the appropriate age level) or equivalent certification.
3. Ribbon flagging marks boundaries and danger zones: stay inside boundaries!
4. The camp does not currently have the staff time to keep the pond free of snow for skating. We will provide snow shovels if the group wishes to clear snow for skating.

CAMPFIRES: The camp has firewood available for campfires.

1. Open fires must be kept small and in designated areas only.
2. Have a hose or bucket and shovel nearby. Do not leave fires unattended.
3. Extinguish open fires thoroughly and immediately after use.

WATER ACTIVITIES:

The pond is available for catch-and-release fishing. Swimming and boating are prohibited. Please follow these guidelines when fishing or walking near the pond.

Fishing in the Pond: Trout fishing is popular at Lazy F. Please bring your own equipment and tackle. Fishing regulations are:

1. Pond activities require the guest group to provide a supervisor with (at the minimum) current American

Red



Cross Standard First Aid and CPR (for the appropriate age level) or equivalent certification.

2. Barbless hooks only (use pliers to pinch off barbs) for safety.
3. Ice fishing in the winter is possible only with permission from an authorized camp staff person who will identify hole sites.
4. Kill limit: 1 fish per child per day; must be eaten or frozen to take home to eat, not wasted (fishing is catch and release for adults; only children may kill and keep fish).
5. Any fish over 20" or less than 6" must be released.
6. Do not lift fish out of water that you do not intend to kill. Release fish while still in the water.
7. Clean fish in the creek below the wading area below the bridge. Bring your own knife.
8. Kitchen staff cannot cook pond fish. Bring foil for freezing fish or cooking in a campfire.

Creek: Relaxing near Manastash Creek is a great way to soothe tensions. Creek hikes and wading are popular in the summer. Please follow the following safety regulations when near the creek:

1. Creek wading activities require the user group to provide a supervisor with (at the minimum) current American Red Cross Standard First Aid and CPR (for the appropriate age level) or equivalent certification.
2. It is recommended that shoes be worn when playing in the creek.
3. Please do not ride inner tubes in shallow areas (most of the creek!) as it ruins the tubes.
4. When creek hiking, have at least one adult responsible for supervising every 6 youth.
5. Do not walk near the creek in the winter when there is ice on the water!
6. Seatbelts and ties should be removed from all persons in wheelchairs when near the creek.
7. A safety system that enables lifeguards and lookouts to quickly account for all participants must be established and described to an authorized camp staff person. (We can help give you ideas about appropriate systems.)



ARCHERY FIELD: At the tubing hill, we can have archery targets available if you request it at least one month in advance. Camp supervision must be present at all times that archery equipment is in use. There is a \$15.00 per hour charge for use of the archery equipment. Basic archery rules are as follows:

1. A marked shooting line must be established.
2. Archers must be informed not to cross the shooting line until the instructor gives a signal.
3. Archers must not begin shooting until the instructor gives a clear signal.
4. Each archer must be instructed as to proper shooting techniques prior to shooting, so that the archer has enough control and mastery to avoid dangerous actions.

CRAFT CABIN: an adult must supervise Children in the craft area. Groups have the option of using the Craft cabin free of charge if they provide all supplies and supervision, or using it for a fee of \$20.00 per hour if the camp provides all supplies and an experienced craft person. Equipment may be used by the group at no cost except for replacement if damaged or lost.

BARN: The barn has a variety of recreation possibilities: upstairs is a wooden floor loft with high ceiling suitable for basketball (one hoop) or gym games, barn dances, etc. The upstairs is not heated. Downstairs is a heated, carpeted multi-purpose room for meetings or activities. Folding ping-pong tables for games, church pews for seating.

PLAYING FIELD: A playing field (mowed grass from spring through fall) is available for field games and play. A volleyball net and tetherball set are set up year-round. A drinking fountain is next to the field. Do not drink water from irrigation hoses. Be aware of irregularities in the ground surface when running on the playing field.

HORSESHOE PITS: There is a set of horseshoe pits below Ridgeview lodge. Please cover stakes with PVC pipe when not in use to prevent injury.

HIKING, MOUNTAIN BIKING, SNOWSHOEING, CROSS-COUNTRY SKIING: There are a few trails from camp with varying degrees of difficulty. Please ask for directions when you arrive at camp. Bring your own bicycles, snowshoes, skis, etc. Trails are not maintained for skiing or mountain biking. No motor vehicles off roads.

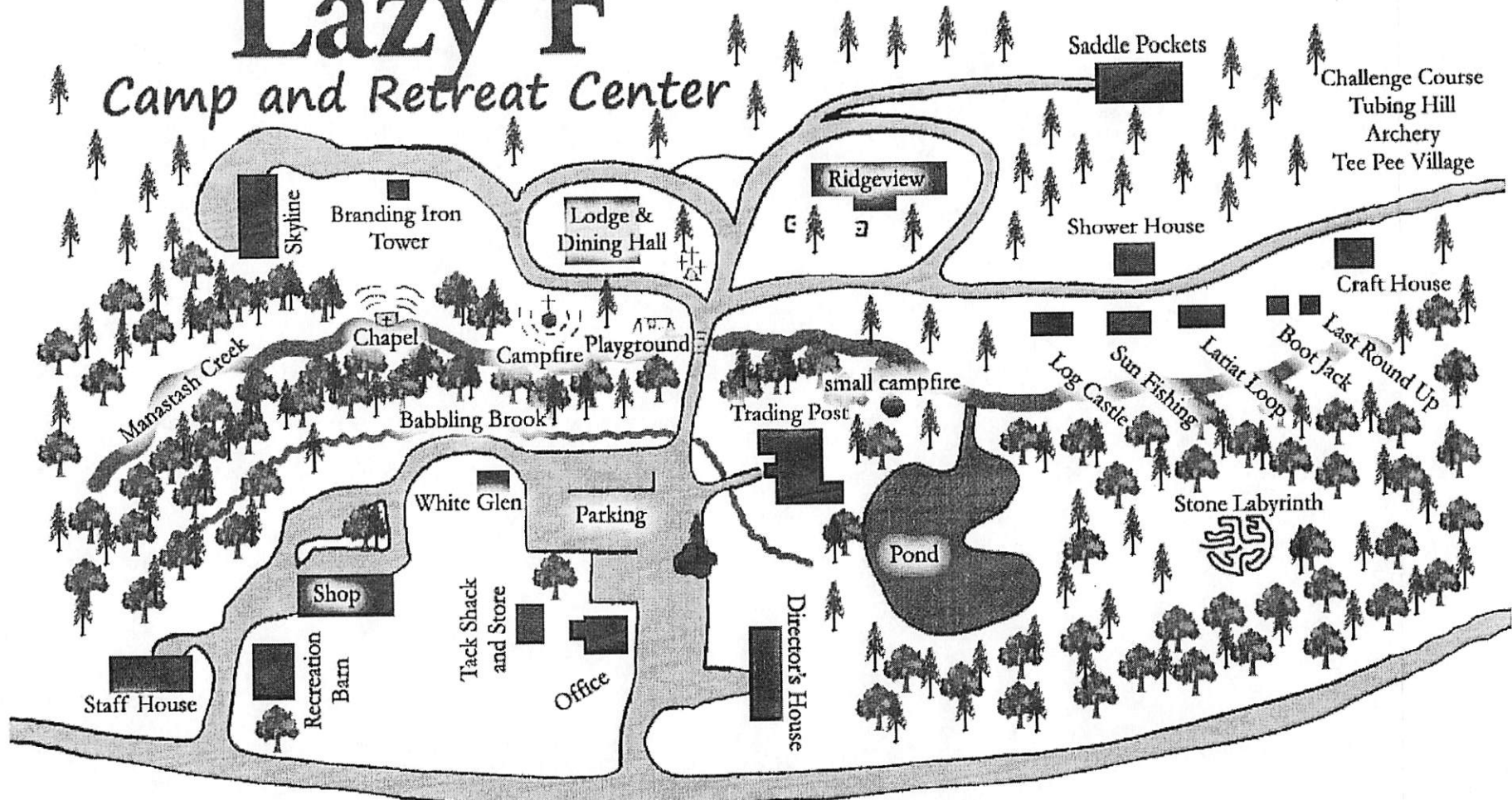


1. Do not travel alone. Notify someone of intended route and estimated time of return.
2. Take adequate drinking water, food, and first-aid supplies. Dress appropriately for the weather.
3. Do not travel on loose rocks on steep slopes (do not head straight up to the cross; use the trail!)
4. Do not throw or roll rocks or other objects down slopes.

CHALLENGE COURSE: The Challenge Course experience at Lazy F uses a series of challenge events with props, structures, ropes, cables, and scenarios set up by a qualified facilitator who guides a group through an experience of adventure education and a process of making conceptual connections between the challenge course experience and other life experiences. The challenge course experience is a powerful experiential tool, and while it is fun, it is not a recreational play toy, and must be facilitated by a qualified person. More information may be obtained by contacting the camp at least two months in advance. Availability of the challenge course is based on the availability of qualified staff facilitators. *Groups are not allowed to facilitate their own Challenge Course programs.*

Lazy F

Camp and Retreat Center




16170 Manastash Road, Ellensburg, WA 98926
 (509)962-2780 www.lazyfcamp.org

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 Flores, 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	Approved by Les?	PO Required?	Attorney Review Required?
02/04/16	New	Washington School Information Processing Cooperative (WSIPC)	To change Special Education Information Student Systems (GoalView) to WSIPC IEP Online software. The initial pricing includes project kickoff, training, integration, system configuration and implementation. WSD is receiving a 25% PCG Partner discount on fees.	\$13,332	2/01/2016 through 8/31/2016	<u>Trisha Craig</u>	 Yes	Yes	
				Budget Code		I have read this contract and recommend it for board approval. <u>TC</u> Initial <u>2.10.16</u> Date			
				2100 27 7016 000					

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

Agency Name WSIPC
 Attention: Marty Daybell
 Street address or PO Box 2121 W. Casino Road
 City, State, Zip Code Everett, WA 98204-1472
 Email Address mdaybell@wsipc.org
 Phone Number 425-349-6615

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

The purpose of this contract is to switch from our current Special Education Information System (GoalView) to IEP Online which is supported and contracted through WSIPC. The transition to IEP Online will be more cost effective for the District and is a more state compliant product for the Special Education Department with enhanced administrative reporting features.

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

Reviewed by Attorney _____

Signature

Requires Edits? _____



W S I P C

*Inspired by education.
Empowered by technology.*

January 28, 2016

Wenatchee School District
Attn: Ms. Trisha Craig
112 South Elliott Avenue
Wenatchee, WA 98801

Dear Ms. Trisha Craig

Enclosed please find your Interlocal Agreement package for your district's use of the IEP.Online Special Education software package. Please have an authorized individual review the Interlocal Agreement and Exhibit B.

Next, please have an authorized individual sign:

- The two signed originals of the Interlocal Agreements (keeping one set for your files)
- Page 6 of the two signed originals of Exhibit B

Return all signed contract documents (one copy of the Interlocal Agreement and both copies of Exhibit B) to WSIPC, 2121 W. Casino Road, Everett, WA 98204-1472, Attn: Marty Daybell plus the following documents (required):

- Letter of authorization (sample enclosed)
- Purchase Order if necessary for payment.

Please coordinate the return of all signed and required documents as a package so training dates and the actual start date for your district can be scheduled and expedited.

If you have any questions, please give me a call at 425-349-6615, or send an e-mail to jmatson@wsipc.org . Thanking you in advance for your cooperation in this matter.

Sincerely,

Jerri Matson
Contracts Administration

WENATCHEE SCHOOL DISTRICT



SPECIAL EDUCATION

112 SOUTH ELLIOTT AVENUE

WENATCHEE, WA 98801

PHONE: (509) 663-7117 FAX: (509) 662-9227

LETTER OF AUTHORIZATION

WSIPC
2121 W. Casino Road
Everett, WA 98204-1472

Attn: Marty Daybell
Contracts Administration

This letter hereby authorizes WSIPC to access and transfer electronic data from and to the Wenatchee School District Student Information System to comply with the attached WSIPC/IEP.Online Interlocal Agreement and PCG Educational Proposal and Exhibit B to the Master Agreement (Participating Entity Sublicense) between WSIPC, Wenatchee School District and PCG, Inc.

This authorization will remain in effect for as long as the Wenatchee School District continues to utilize the WSIPC/IEP.Online Software.

Signed this _____ day of _____, 2016.

Name: _____

Title: _____



**Interlocal Agreement Between
Washington School Information Processing Cooperative
and WENATCHEE SCHOOL DISTRICT**

This interlocal agreement is between WENATCHEE SCHOOL DISTRICT (hereinafter “DISTRICT”) and the Washington School Information Processing Cooperative, Everett, Washington (hereinafter “WSIPC”).

WHEREAS, The Interlocal Cooperative Act, as amended, and codified in Ch. 39.34, RCW provides for interlocal cooperation between governmental agencies;

WHEREAS, WSIPC agrees to provide certain software and support products to the District, specifically the WSIPC IEP. *Online* software on a fee basis as defined in the Master Agreement between WSIPC and PCG Inc., (“Master Agreement”) and the exhibits thereto;

NOW, THEREFORE, in consideration of the mutual promises and covenants contained herein, it is agreed as follows:

1. The parties will execute and abide by Exhibit B to the Master Agreement (Participating Entity Sublicense).
2. DURATION OF AGREEMENT-TERMINATION. The initial term of this agreement begins on the date of execution and continues through the next August 31st. Following the initial term, this agreement will automatically renew on September 1st of each year for successive one year terms, unless terminated in writing by either party for any reason prior to March 1st of the year of termination.
3. RESPONSIBILITIES OF WSIPC. WSIPC shall be responsible for maintaining and furnishing the necessary personnel, equipment, material and or/services necessary to provide the District with WSIPC’S IEP *Online* software. WSIPC shall not disclose any personally identifiable student information as defined in 34 CFR Section 99.3 without the prior consent of the parent or eligible student and shall require the same from its contractor, PCG Inc.
 1. Tier Two support will be provided by WSIPC, staffed by high skill level team members.
 2. Tier Two support will be provided by PCG Inc. on an as needed basis.
4. RESPONSIBILITIES OF SCHOOL DISTRICT. The District will sign and thereby abide by this Interlocal Agreement and the Participating Entity Sublicense Agreement (Exhibit B). The District shall, in accordance with the aforementioned agreements:
 1. Perform all necessary actions to maintain operation of the software.
 2. Pay all license, maintenance and support fees associated with the Master Agreement (Exhibit A) to WSIPC in a timely manner. The District’s Special Education enrollment as reported on their fall IDEA Federal Child Count Report will be used for fee calculations.

3. Designate two persons authorized to be contacts to request assistance, report problems, and other concerns to WSIPC and PCG Inc.
4. Provide Tier One support to your District.
5. LICENSE FEES. WSIPC will submit an invoice (to include all applicable taxes) for the initial license fee as well as the recurring fee upon contract signing. The District is required to furnish payment within thirty (30) days after contract signing or receipt of the invoice, whichever is earlier. See PCGEducation Proposal to the WENATCHEE SCHOOL DISTRICT.
6. FUNDING. The method of funding shall be through budgeted funds or other available funds of the party for whose use the property is actually acquired. Each party accepts no responsibility for the payment of any license fees associated with IEP. *Online* software intended for use by the other party.
7. FILING. This agreement will become effective upon the date of filing as required by RCW 39.34.040.
8. INTERLOCAL COOPERATION DISCLOSURE. Pursuant to Ch. 39.34, RCW (Interlocal Cooperation Act) and to other provisions of law, WSIPC and the District hereby agree to cooperative governmental leasing and purchasing.
9. CONFIDENTIAL INFORMATION. The District acknowledges that it may receive Confidential Information of WSIPC, PCG Inc., or other parties. In addition to the requirements of Section 4 of Exhibit B to the Master Agreement, the District agrees that it shall not use or disclose any Confidential Information for any purpose beyond those expressly permitted under this Agreement, without the written consent of WSIPC.

For purposes of this Agreement, “Confidential Information” shall mean a party’s product information, source code, database design, trade secrets, know-how, ideas, concepts, techniques, any business, financial, marketing or technical information (including but not limited to programmers’ notes and design level documentation), all student information data, and any other information, whether or not identified as being confidential, where the information disclosed and/or the circumstances surrounding its disclosure would lead a reasonable person to believe that the information is confidential.

Provided, however, Confidential Information shall not include any portion of information that: (1) is in the possession of the Receiving Party prior to the receipt from the Disclosing Party, free of any restrictions and disclosure and use, from a source other than the Disclosing Party; (2) is in the public domain without breach of this Agreement; or (3) is independently developed by an employee of the Receiving Party who neither had access to nor otherwise benefited from the Disclosing Party’s Confidential Information.

The District shall use the same degree of care to safeguard another’s Confidential Information as it would its own, but in no case less than reasonable care, including not limited to, implementation of procedures reasonably necessary to ensure that all of the District’s employees, agents and consultants who will have access to such Confidential Information are bound by a written agreement (adopted District Board of Directors policy is acceptable) substantially similar to the protections set forth in this Section, including a Statement that is sufficient to permit a party to enforce the provisions of such agreements directly against these individuals.

Upon the earlier of the termination of this Agreement or written request by WSIPC, any and all tangible and/or electronic forms of Confidential Information, (including without limitation, copies, work papers, records and other information developed there from), shall

immediately be destroyed or returned to WSIPC in accordance with WSIPC's written instructions.

Except in instances expressly excluded below, neither Party shall disclose any of the contents of this Agreement without first obtaining the written permission of the other Party.

The District will not be in breach of its non-disclosure obligations to the extent that it is legally compelled to disclose any Confidential Information pursuant to a statute, regulation or order of a court or regulatory authority, provided, that the District required to make such a disclosure immediately notifies WSIPC in writing of such requirement, and fully cooperates in taking appropriate protective measures to protect the Confidential Information as deemed necessary.

The parties acknowledge that in the event of any breach of the provisions set forth in this Article, WSIPC may suffer irreparable harm for which there is no adequate remedy at law. Therefore, WSIPC may, in addition to any other legal or equitable remedy, seek an injunction or similar equitable relief against such breach or any threatened breach.

10. **HOLD HARMLESS.** The District shall defend, indemnify and hold WSIPC harmless from any and all costs, expenses, and damages, including reasonable attorneys' fees, arising out of any claim alleging the District's improper release of Confidential Information.

11. **Support Level Definitions.**

District IEP.Online User

Reports problems as they are encountered to the District Tier I support person.

Tier I – District

The District Tier I support person is the first point of contact for the User. The Tier I support person takes information from the User about the severity and nature of the problem. If possible, the Tier I person attempts to walk the User through a solution. If trouble shooting fails, the problem is passed to Tier II (PCG/WSIPC) personnel. However, the Tier I person tracks the trouble and keeps the User informed of progress until resolution.

Tier II –PCG/WSIPC

Tier II personnel troubleshoot the problems reported to them from Tier I personnel. There may be some contact with the User in the process of troubleshooting. When a problem is resolved, Tier II personnel communicate this to the Tier I representative who, in turn, communicates to the User. A WSIPC Tier II contact will be the primary point of contact for technical issues while a PCG Tier II contact will be the primary point of contact for application issues.

SIGNED on this _28th day of January, 2016

By:

Washington School Information Processing
Cooperative
2121 W. Casino Road
Everett, WA 98204-1472

Date

2/1/2016

By:

Marty Daybell

Marty Daybell

Title:

Executive Director/ CEO

By:

WENATCHEE SCHOOL DISTRICT
112 South Elliott Avenue
Wenatchee, WA 98801

Date

By:

Title:

PCG Education

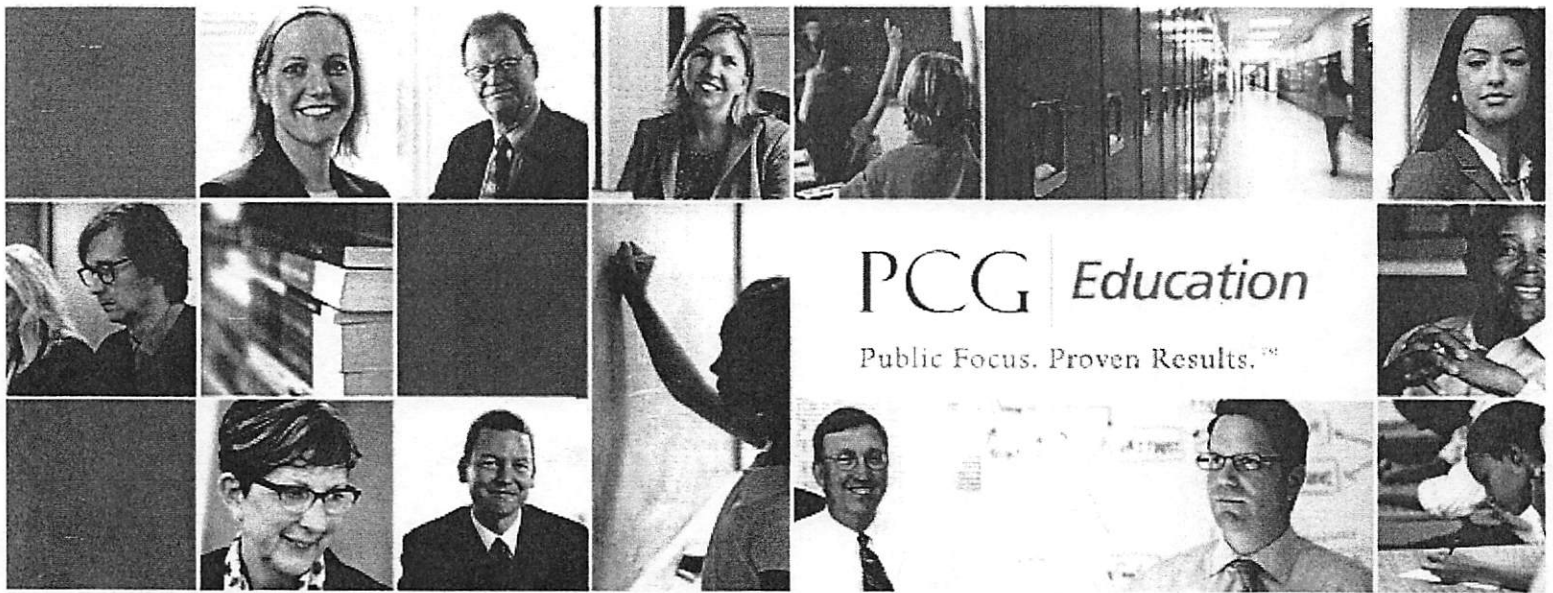
Public Focus. Proven Results.™

20415 72nd Avenue South
Suite 450
Kent, WA 98032
Tel: 425 207-2500
PublicConsultingGroup.com

Wenatchee School District

Proposal for IEP Online Special Education Solution & Services

12/8/2015



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Proposal for PCG Education Special Education Solution for Wenatchee School District

Overview

PCG Education is pleased to submit this Special Education proposal, including scope of work and pricing, to Wenatchee School District. PCG Education is a national vendor with twenty five years of experience providing education solutions and services to over 4,000 school districts across the nation, including providing special education solutions to over 160 school districts in Washington State.

It's been a pleasure working with your team to present IEP Online as your Washington special education system and we appreciate your desire to select the right electronic solution for your district. PCG Education believes the benefit of having one comprehensive integrated system for Special Education and its components is a benefit to Wenatchee School District. We trust that you, like many of our districts throughout the country, will find that our complete special education system offers the best value to you and your staff.

PCG Education takes pride in providing excellent service to our clients. Through regularly scheduled meetings and open communication, PCG Education will establish an atmosphere of trust and confidence as the basis for maintaining a true long-term partnership with Wenatchee School District. PCG Education also believes in the importance of regularly scheduled status meetings, continued support through toll-free hotlines, and internet-based message boards to assure that questions are answered in a timely manner.

Description of Implementation Services

Our Approach

Our recommended Special Education implementation services approach is organized into the three key elements of project success – people, process, and technology – as well as our special education subject matter expertise and project management methodology. Our approach is tailored to meet the needs of Wenatchee School District.

The major tasks involved in this Special Education System project include:

- Project Kickoff and Startup
- Finalize Functional and Technical Requirements
- Finalize Plans Submitted
- Wenatchee School District Configuration
- System Implementation

Project Kickoff and Startup

A project kickoff meeting will be scheduled at the beginning to clearly define what success looks like, agree to the goals of the project, and review all steps necessary to accomplish the stated goals. Project Kickoff and Startup includes tasks such as initial meetings between PCG Education and District staff, identification and training of Project, Design, and Review Teams, as well as the drafting of Communication and Change Management Plans.

Finalize Functional and Technical Requirements

The tasks involved in this project offer Wenatchee School District an opportunity to provide PCG Education with a thorough understanding of the current processes within the District as well as the chance to determine if and how those processes should be modified or improved prior to the system implementation. On the technical side, some of the activities included are to review all of the technical requirements for the project. In addition, it is the opportunity for any adjustments to the requirements to be made so that both PCG Education and Wenatchee School District are able to determine schedule and cost impacts as appropriate.

Finalize Plans Submitted

Many of the subsequent milestones are defined by and dependent on the development and acceptance of all necessary plans (Test, Implementation, Training, Transition, and Support).

System Configuration

It is our experience from many Washington system implementations that when adequate time is dedicated to clearly defining the requirements, the configuration phase of the project can go quickly and smoothly. Time is built in to allow for some discussion back and forth between Wenatchee School District and PCG Education to help ensure that once configuration is complete, all cases to the extent possible have been addressed.

System Implementation

A project timeline will be established with Wenatchee School District for your Special Education system. We believe we can work with the district to define a schedule that will meet your overall needs to replace your current system. Some project implementation tasks include:

- Train-the-Trainers;
 - Train-the-trainers – district/school representatives
- System Rollout;
 - Potential Pilot Phase
- System Training for End Users;
 - Technical and end-user system training

I. WSIPC Contract Pricing – for IEP Online

Below you will find a pricing proposal for your review based on our understanding of your system requirements and as outlined in this proposal. We recommend a more detailed conversation in order to ensure we have provided the right implementation solution for Wenatchee School District.

PCG Education’s Special Education System: IEP Online	Pricing	
	Year 1* Through Aug. 31 st	Year 2 – Ongoing* Sept. 1 st – Aug. 31 st
Central WSIPC Host Model (WSIPC SIS Client)	\$ 13,616	N/A
Configuration, Integration, & Implementation <ul style="list-style-type: none"> ▪ Integration, Set-up and Configuration ▪ Implementation Services ▪ Train-the-Trainer Model ▪ Advanced Reporting <i>Note – includes WA Standard Implementation \$16/student w/disability – minimum 175 students</i>		
Recurring License Fee <ul style="list-style-type: none"> ▪ Special Education component recurring license fees <i>Note – fee is calculated and pro-rated for Year 1 and added to the license fee). \$11/student w/disability – minimum 75 students</i>	Pro-rated based on implementation date. Estimated at \$3,120.33 if implementing in May 2016.	\$9,361
WA IEP Online Advisory Committee – annual enhancements <i>Note –fee is collected for the WA advisory committee to address additional WA requested features</i> \$1/student w/disability – minimum 175 students	NA	\$851
PCG Partner Discount on Implementation If Wenatchee School District begins implementation beginning in May 2016, PCG will offer a 25% discount on configuration, integration, and implementation fees.	(\$3,404)	
Estimated Total	\$ 13,332.33	\$ 10,212
Pricing based on last Federal IDEA Child Count.	Number of students:	851

*All license fees are subject to Washington State sales tax

II. PCG Education Contract Pricing – for Additional IEP Online Services

Below you will find our pricing structure for additional services outside the core Washington IEP Online implementation and training. We feel these ‘additional services’ will help ensure we have provided the right implementation solution for Wenatchee School District. Our goal is supporting a successful implementation model created from best practices and needs across Washington State.

Additional Implementation/Training Services

The following implementation/training services represent a high level description of the work between Wenatchee School District and PCG Education. Additional services outside of this core list can be contracted between the District and PCG Education, at a mutually agreed upon cost.

- End-User District Training – PCG-Led Model
 End user trainings are led by PCG trainers. The District will have an IEP Online training staff member available at the end-user training to support the session(s) to address procedural questions. These sessions are followed-up with recommendations on next steps and process improvements; includes 1-2 PCG staff members, depending upon the size of the audience.

Additional IEP Online Services	Cost
End-User District Training - PCG Led Model	\$2,000/day

Pricing/Implementation Assumptions

- Pricing estimates for IEP Online are based and calculated from your last Federal Child Count for special education students.
- There are two price breakdowns included in this proposals;
 - I. WSIPC Contract Pricing – covers WA standard IEP Online implementation
 - II. PCG Education Contract Pricing – covers recommended additional training/implementation services for Wenatchee School District
- The recurring license fee includes all core software upgrades and is pro-rated for Year 1.
- PCG will provide a 'Train-the-Trainer' model as part of the core WA Standard Implementation.
- PCG has proposed additional training/implementation services recommended for a successful implementation for Wenatchee School District. These services are included in the PCG Education Contract Pricing for Additional Services outlined on page 6.
- WA IEP Online Advisory Committee recurring annual fees are collected for the advisory committee to address WA-specific requested features.
- Wenatchee School District will be responsible for scheduling training sessions and inviting participants.
- Wenatchee School District will assign a Project Manager to this project. The Project Manager will act as the single point of contact for project-related communications and have the authority to make project-related decisions.
- Wenatchee School District will provide relevant information and documentation related to requirements, existing technical environment, and schedule of records retention and disposition.
- Wenatchee School District personnel will be available to participate in meetings, reviews, and demonstrations, to be completed and confirmed at project start. Any departure from the project schedule may result in additional costs.

Summary

This proposal outlines our ability to perform the system and services stated above. In partnership with Wenatchee School District, PCG Education can complete this work by utilizing our extensive education knowledge, years of experience, and federal legal/regulatory compliance in all areas of Special Education.

PCG Education Implementation Partnership will provide Wenatchee School District:

- Experienced Local Project Management Office;
- Legal/Regulatory (Legal Briefs, National Pulse regulatory environment for programs, state plan reviews, and how state programs are affected against national changes);
- Industry Leaders/Experts in Special Education and Medicaid – with a proven implementation methodology;
- Comprehensive system for Special Education; and
- On-going Research & Development.

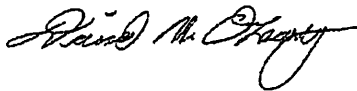
PCG Education has grown our Washington standard solution as our clients' needs have changed. PCG Education works with districts across the nation to address many other operational challenges posed by the ever-changing educational environment, including:

- Instructional Management System (IMS) solutions;
- English Language Learner (ELL) solutions;
- Data warehousing and education analytics;
- Strategic Planning/School Improvement; and
- Literacy and learning solutions.

Please note that this price proposal is good until January 31, 2016. If you have any questions or require additional information, please do not hesitate to contact me at (425) 207-2520.

We look forward to a potential partnership with Wenatchee School District and hope this proposal meets your needs.

Regards,



David O'Leary
PCG Education
20415 72nd Avenue South
Suite 450
Kent, WA 98032
(425) 207-2520
doleary@pcgus.com



**Interlocal Agreement Between
Washington School Information Processing Cooperative
and WENATCHEE SCHOOL DISTRICT**

This interlocal agreement is between WENATCHEE SCHOOL DISTRICT (hereinafter “DISTRICT”) and the Washington School Information Processing Cooperative, Everett, Washington (hereinafter “WSIPC”).

WHEREAS, The Interlocal Cooperative Act, as amended, and codified in Ch. 39.34, RCW provides for interlocal cooperation between governmental agencies;

WHEREAS, WSIPC agrees to provide certain software and support products to the District, specifically the WSIPC IEP. *Online* software on a fee basis as defined in the Master Agreement between WSIPC and PCG Inc., (“Master Agreement”) and the exhibits thereto;

NOW, THEREFORE, **in consideration of the mutual promises and covenants contained herein, it is agreed as follows:**

1. The parties will execute and abide by Exhibit B to the Master Agreement (Participating Entity Sublicense).
2. DURATION OF AGREEMENT-TERMINATION. The initial term of this agreement begins on the date of execution and continues through the next August 31st. Following the initial term, this agreement will automatically renew on September 1st of each year for successive one year terms, unless terminated in writing by either party for any reason prior to March 1st of the year of termination.
3. RESPONSIBILITIES OF WSIPC. WSIPC shall be responsible for maintaining and furnishing the necessary personnel, equipment, material and or/services necessary to provide the District with WSIPC’S IEP *Online* software. WSIPC shall not disclose any personally identifiable student information as defined in 34 CFR Section 99.3 without the prior consent of the parent or eligible student and shall require the same from its contractor, PCG Inc.
 1. Tier Two support will be provided by WSIPC, staffed by high skill level team members.
 2. Tier Two support will be provided by PCG Inc. on an as needed basis.
4. RESPONSIBILITIES OF SCHOOL DISTRICT. The District will sign and thereby abide by this Interlocal Agreement and the Participating Entity Sublicense Agreement (Exhibit B). The District shall, in accordance with the aforementioned agreements:
 1. Perform all necessary actions to maintain operation of the software.
 2. Pay all license, maintenance and support fees associated with the Master Agreement (Exhibit A) to WSIPC in a timely manner. The District’s Special Education enrollment as reported on their fall IDEA Federal Child Count Report will be used for fee calculations.

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4. Provide Tier One support to your District.
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6. **FUNDING.** The method of funding shall be through budgeted funds or other available funds of the party for whose use the property is actually acquired. Each party accepts no responsibility for the payment of any license fees associated with IEP. *Online* software intended for use by the other party.
7. **FILING.** This agreement will become effective upon the date of filing as required by RCW 39.34.040.
8. **INTERLOCAL COOPERATION DISCLOSURE.** Pursuant to Ch. 39.34, RCW (Interlocal Cooperation Act) and to other provisions of law, WSIPC and the District hereby agree to cooperative governmental leasing and purchasing.
9. **CONFIDENTIAL INFORMATION.** The District acknowledges that it may receive Confidential Information of WSIPC, PCG Inc., or other parties. In addition to the requirements of Section 4 of Exhibit B to the Master Agreement, the District agrees that it shall not use or disclose any Confidential Information for any purpose beyond those expressly permitted under this Agreement, without the written consent of WSIPC.

For purposes of this Agreement, “Confidential Information” shall mean a party’s product information, source code, database design, trade secrets, know-how, ideas, concepts, techniques, any business, financial, marketing or technical information (including but not limited to programmers’ notes and design level documentation), all student information data, and any other information, whether or not identified as being confidential, where the information disclosed and/or the circumstances surrounding its disclosure would lead a reasonable person to believe that the information is confidential.

Provided, however, Confidential Information shall not include any portion of information that: (1) is in the possession of the Receiving Party prior to the receipt from the Disclosing Party, free of any restrictions and disclosure and use, from a source other than the Disclosing Party; (2) is in the public domain without breach of this Agreement; or (3) is independently developed by an employee of the Receiving Party who neither had access to nor otherwise benefited from the Disclosing Party’s Confidential Information.

The District shall use the same degree of care to safeguard another’s Confidential Information as it would its own, but in no case less than reasonable care, including not limited to, implementation of procedures reasonably necessary to ensure that all of the District’s employees, agents and consultants who will have access to such Confidential Information are bound by a written agreement (adopted District Board of Directors policy is acceptable) substantially similar to the protections set forth in this Section, including a Statement that is sufficient to permit a party to enforce the provisions of such agreements directly against these individuals.

Upon the earlier of the termination of this Agreement or written request by WSIPC, any and all tangible and/or electronic forms of Confidential Information, (including without limitation, copies, work papers, records and other information developed there from), shall

immediately be destroyed or returned to WSIPC in accordance with WSIPC's written instructions.

Except in instances expressly excluded below, neither Party shall disclose any of the contents of this Agreement without first obtaining the written permission of the other Party.

The District will not be in breach of its non-disclosure obligations to the extent that it is legally compelled to disclose any Confidential Information pursuant to a statute, regulation or order of a court or regulatory authority, provided, that the District required to make such a disclosure immediately notifies WSIPC in writing of such requirement, and fully cooperates in taking appropriate protective measures to protect the Confidential Information as deemed necessary.

The parties acknowledge that in the event of any breach of the provisions set forth in this Article, WSIPC may suffer irreparable harm for which there is no adequate remedy at law. Therefore, WSIPC may, in addition to any other legal or equitable remedy, seek an injunction or similar equitable relief against such breach or any threatened breach.

10. HOLD HARMLESS. The District shall defend, indemnify and hold WSIPC harmless from any and all costs, expenses, and damages, including reasonable attorneys' fees, arising out of any claim alleging the District's improper release of Confidential Information.

11. Support Level Definitions.

District IEP.Online User

Reports problems as they are encountered to the District Tier I support person.

Tier I – District

The District Tier I support person is the first point of contact for the User. The Tier I support person takes information from the User about the severity and nature of the problem. If possible, the Tier I person attempts to walk the User through a solution. If trouble shooting fails, the problem is passed to Tier II (PCG/WSIPC) personnel. However, the Tier I person tracks the trouble and keeps the User informed of progress until resolution.

Tier II –PCG/WSIPC

Tier II personnel troubleshoot the problems reported to them from Tier I personnel. There may be some contact with the User in the process of troubleshooting. When a problem is resolved, Tier II personnel communicate this to the Tier I representative who, in turn, communicates to the User. A WSIPC Tier II contact will be the primary point of contact for technical issues while a PCG Tier II contact will be the primary point of contact for application issues.

SIGNED on this _28th day of January, 2016

By:

Washington School Information Processing
Cooperative
2121 W. Casino Road
Everett, WA 98204-1472

Date

2/1/2016

By:

Marty Daybell

Marty Daybell

Title:

Executive Director/ CEO

By:

WENATCHEE SCHOOL DISTRICT
112 South Elliott Avenue
Wenatchee, WA 98801

Date

By:

Title:

PCG Education

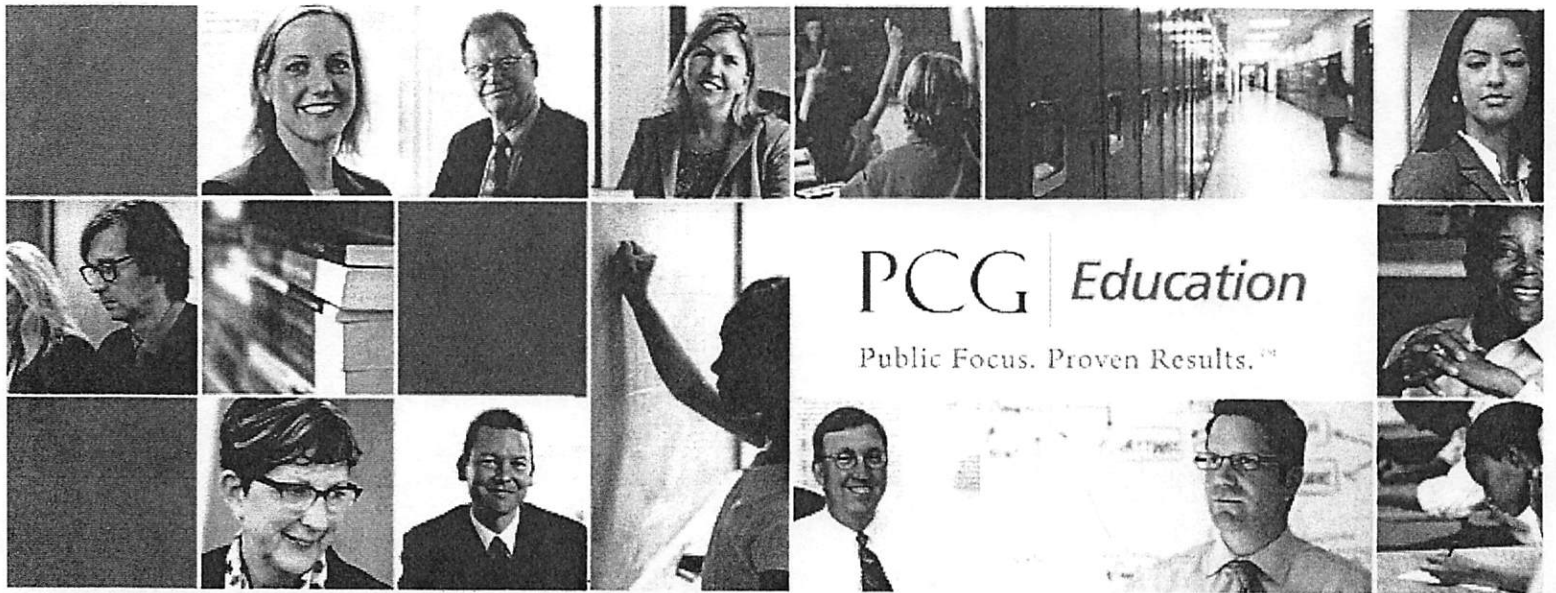
Public Focus. Proven Results.™

20415 72nd Avenue South
Suite 450
Kent, WA 98032
Tel: 425 207-2500
PublicConsultingGroup.com

Wenatchee School District

Proposal for IEP Online Special Education Solution & Services

12/8/2015



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Proposal for PCG Education Special Education Solution for Wenatchee School District

Overview

PCG Education is pleased to submit this Special Education proposal, including scope of work and pricing, to Wenatchee School District. PCG Education is a national vendor with twenty five years of experience providing education solutions and services to over 4,000 school districts across the nation, including providing special education solutions to over 160 school districts in Washington State.

It's been a pleasure working with your team to present IEP Online as your Washington special education system and we appreciate your desire to select the right electronic solution for your district. PCG Education believes the benefit of having one comprehensive integrated system for Special Education and its components is a benefit to Wenatchee School District. We trust that you, like many of our districts throughout the country, will find that our complete special education system offers the best value to you and your staff.

PCG Education takes pride in providing excellent service to our clients. Through regularly scheduled meetings and open communication, PCG Education will establish an atmosphere of trust and confidence as the basis for maintaining a true long-term partnership with Wenatchee School District. PCG Education also believes in the importance of regularly scheduled status meetings, continued support through toll-free hotlines, and internet-based message boards to assure that questions are answered in a timely manner.

Description of Implementation Services

Our Approach

Our recommended Special Education implementation services approach is organized into the three key elements of project success – people, process, and technology – as well as our special education subject matter expertise and project management methodology. Our approach is tailored to meet the needs of Wenatchee School District.

The major tasks involved in this Special Education System project include:

- Project Kickoff and Startup
- Finalize Functional and Technical Requirements
- Finalize Plans Submitted
- Wenatchee School District Configuration
- System Implementation

Project Kickoff and Startup

A project kickoff meeting will be scheduled at the beginning to clearly define what success looks like, agree to the goals of the project, and review all steps necessary to accomplish the stated goals. Project Kickoff and Startup includes tasks such as initial meetings between PCG Education and District staff, identification and training of Project, Design, and Review Teams, as well as the drafting of Communication and Change Management Plans.

Finalize Functional and Technical Requirements

The tasks involved in this project offer Wenatchee School District an opportunity to provide PCG Education with a thorough understanding of the current processes within the District as well as the chance to determine if and how those processes should be modified or improved prior to the system implementation. On the technical side, some of the activities included are to review all of the technical requirements for the project. In addition, it is the opportunity for any adjustments to the requirements to be made so that both PCG Education and Wenatchee School District are able to determine schedule and cost impacts as appropriate.

Finalize Plans Submitted

Many of the subsequent milestones are defined by and dependent on the development and acceptance of all necessary plans (Test, Implementation, Training, Transition, and Support).

System Configuration

It is our experience from many Washington system implementations that when adequate time is dedicated to clearly defining the requirements, the configuration phase of the project can go quickly and smoothly. Time is built in to allow for some discussion back and forth between Wenatchee School District and PCG Education to help ensure that once configuration is complete, all cases to the extent possible have been addressed.

System Implementation

A project timeline will be established with Wenatchee School District for your Special Education system. We believe we can work with the district to define a schedule that will meet your overall needs to replace your current system. Some project implementation tasks include:

- Train-the-Trainers;
 - Train-the-trainers – district/school representatives
- System Rollout;
 - Potential Pilot Phase
- System Training for End Users;
 - Technical and end-user system training

I. WSIPC Contract Pricing – for IEP Online

Below you will find a pricing proposal for your review based on our understanding of your system requirements and as outlined in this proposal. We recommend a more detailed conversation in order to ensure we have provided the right implementation solution for Wenatchee School District.

PCG Education’s Special Education System: IEP Online	Pricing	
	Year 1* Through Aug. 31 st	Year 2 – Ongoing* Sept. 1 st – Aug. 31 st
Central WSIPC Host Model (WSIPC SIS Client) Configuration, Integration, & Implementation <ul style="list-style-type: none"> ▪ Integration, Set-up and Configuration ▪ Implementation Services ▪ Train-the-Trainer Model ▪ Advanced Reporting <i>Note – includes WA Standard Implementation \$16/student w/disability – minimum 175 students</i>	\$ 13,616	N/A
Recurring License Fee <ul style="list-style-type: none"> ▪ Special Education component recurring license fees <i>Note – fee is calculated and pro-rated for Year 1 and added to the license fee). \$11/student w/disability – minimum 75 students</i>	Pro-rated based on implementation date. Estimated at \$3,120.33 if implementing in May 2016.	\$9,361
WA IEP Online Advisory Committee – annual enhancements <i>Note –fee is collected for the WA advisory committee to address additional WA requested features \$1/student w/disability – minimum 175 students</i>	NA	\$851
PCG Partner Discount on Implementation If Wenatchee School District begins implementation beginning in May 2016, PCG will offer a 25% discount on configuration, integration, and implementation fees.	(\$3,404)	
Estimated Total	\$ 13,332.33	\$ 10,212
Pricing based on last Federal IDEA Child Count.	Number of students:	851

*All license fees are subject to Washington State sales tax

II. PCG Education Contract Pricing – for Additional IEP Online Services

Below you will find our pricing structure for additional services outside the core Washington IEP Online implementation and training. We feel these ‘additional services’ will help ensure we have provided the right implementation solution for Wenatchee School District. Our goal is supporting a successful implementation model created from best practices and needs across Washington State.

Additional Implementation/Training Services

The following implementation/training services represent a high level description of the work between Wenatchee School District and PCG Education. Additional services outside of this core list can be contracted between the District and PCG Education, at a mutually agreed upon cost.

- End-User District Training – PCG-Led Model
 End user trainings are led by PCG trainers. The District will have an IEP Online training staff member available at the end-user training to support the session(s) to address procedural questions. These sessions are followed-up with recommendations on next steps and process improvements; includes 1-2 PCG staff members, depending upon the size of the audience.

Additional IEP Online Services	Cost
End-User District Training - PCG Led Model	\$2,000/day

Pricing/Implementation Assumptions

- Pricing estimates for IEP Online are based and calculated from your last Federal Child Count for special education students.
- There are two price breakdowns included in this proposals;
 - I. WSIPC Contract Pricing – covers WA standard IEP Online implementation
 - II. PCG Education Contract Pricing – covers recommended additional training/implementation services for Wenatchee School District
- The recurring license fee includes all core software upgrades and is pro-rated for Year 1.
- PCG will provide a 'Train-the-Trainer' model as part of the core WA Standard Implementation.
- PCG has proposed additional training/implementation services recommended for a successful implementation for Wenatchee School District. These services are included in the PCG Education Contract Pricing for Additional Services outlined on page 6.
- WA IEP Online Advisory Committee recurring annual fees are collected for the advisory committee to address WA-specific requested features.
- Wenatchee School District will be responsible for scheduling training sessions and inviting participants.
- Wenatchee School District will assign a Project Manager to this project. The Project Manager will act as the single point of contact for project-related communications and have the authority to make project-related decisions.
- Wenatchee School District will provide relevant information and documentation related to requirements, existing technical environment, and schedule of records retention and disposition.
- Wenatchee School District personnel will be available to participate in meetings, reviews, and demonstrations, to be completed and confirmed at project start. Any departure from the project schedule may result in additional costs.

Summary

This proposal outlines our ability to perform the system and services stated above. In partnership with Wenatchee School District, PCG Education can complete this work by utilizing our extensive education knowledge, years of experience, and federal legal/regulatory compliance in all areas of Special Education.

PCG Education Implementation Partnership will provide Wenatchee School District:

- Experienced Local Project Management Office;
- Legal/Regulatory (Legal Briefs, National Pulse regulatory environment for programs, state plan reviews, and how state programs are affected against national changes);
- Industry Leaders/Experts in Special Education and Medicaid – with a proven implementation methodology;
- Comprehensive system for Special Education; and
- On-going Research & Development.

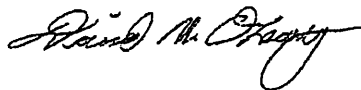
PCG Education has grown our Washington standard solution as our clients' needs have changed. PCG Education works with districts across the nation to address many other operational challenges posed by the ever-changing educational environment, including:

- Instructional Management System (IMS) solutions;
- English Language Learner (ELL) solutions;
- Data warehousing and education analytics;
- Strategic Planning/School Improvement; and
- Literacy and learning solutions.

Please note that this price proposal is good until January 31, 2016. If you have any questions or require additional information, please do not hesitate to contact me at (425) 207-2520.

We look forward to a potential partnership with Wenatchee School District and hope this proposal meets your needs.

Regards,



David O'Leary
PCG Education
20415 72nd Avenue South
Suite 450
Kent, WA 98032
(425) 207-2520
doleary@pccus.com

Exhibit B
To
MASTER AGREEMENT
PARTICIPATING ENTITY SUBLICICENSE

Public Consulting Group, Inc. - PCG IEP.ONLINE

This GENERAL LICENSE AGREEMENT (this "Agreement") is made as of the 28th day of January 2016 ("Effective Date") among the Washington State Information Processing Cooperative ("WSIPC") Public Consulting Group, Inc (PCG), a Massachusetts corporation with its corporate office located at 148 State Street, 10th Floor, Boston, MA 02108, and its successors and assigns ("PCG"); and WENATCHEE SCHOOL DISTRICT, 112 South Elliott Avenue, Wenatchee WA 98801 ("Sublicensee").

For valuable consideration acknowledged as received, the Parties agree as follows:

Section 1. Definitions

(a) **AGREEMENT.** The term "Agreement" refers to these Terms and Conditions. These Terms and Conditions are general terms and conditions for the licensing of PCG.'s proprietary computer software products. More than one Schedule A may incorporate these Terms and Conditions by reference.

(b) **PRODUCT.** The term "Software" means PCG's IEP. Online software, all related materials, Proprietary Items (as defined herein) and Documentation (as defined herein) received by Sublicensee from WSIPC and/or PCG.

(c) **MAINTENANCE FEES.** The term "Maintenance Fees" means PCG's fees for maintenance and support as set forth in Schedule A.

(d) **USE.** The term "Use" means copying all or any portion of the Software from storage units or media onto Sublicensee's computer hardware for the purpose of processing the instructions or statements contained in the Software for internal business purposes only. Use does not include the right to sublicense, any activity to reverse engineer or decompile the Software, or copying of the Documentation (other than onto Sublicensee's computer hardware) or the right to provide timesharing, data processing, or any other similar service to any third parties.

(e) **DOCUMENTATION.** The term "Documentation" means written or electronic documentation provided with the Software.

(f) **PROPRIETARY ITEMS.** The term "Proprietary Items" shall mean any products, materials, training materials, and other documentation, tools, procedures, concepts, ideas, know-how, methodologies and intellectual capital that are proprietary to PCG. or to a third party who has licensed such Proprietary Items to PCG and which have been incorporated into the Software.

Section 2. License Grant and Limitations

(a) Subject to the terms and conditions set forth in this Agreement and any attached Schedule A, and to the extent permitted by law, WSIPC grants to Sublicensee, and Sublicensee accepts, a non-exclusive, non-transferable sublicense, to Use the Software only for Sublicensee's internal business purposes, only for the Term specified in Schedule A, and only for the number of accounts, markets, or any other criteria as specified on a Schedule A.

(b) Sublicensee shall have the right to make multiple archival copies of the Software for use only in the event that the Software becomes inoperable and for security or archival back-up.

(c) WSIPC shall provide Sublicensee with unlimited electronic access to Documentation. Copying of the Documentation for internal business purposes is allowed under this Agreement.

(d) Sublicensee acknowledges that the laws and regulations of the United States restrict the export and re-export of software, including the Software and any accompanying Documentation or other related materials. Sublicensee shall not export directly or

indirectly in any manner all or part of the Software and/or related Documentation, manuals and instructional materials, and any direct product derived from the Software, such as computer models or simulations, to any country without the appropriate United States and/or foreign government licenses. Sublicensee shall not export (including over the Internet) the Software or any related materials or Documentation into any country subject to a U.S. embargo.

(e) For emphasis only and without limiting the restrictions that otherwise applies to the license granted, such license does not include any right or license, and Sublicensee agrees not to, directly or indirectly:

(1) Use the Software, Documentation, or any other Proprietary Items for any development or code analysis purposes whatsoever, including but not limited to, the creation of any software code or documentation which has the look and feel of the Software, or which is in any way similar to or competitive with any of the Software or Documentation;

(2) Encumber, transfer, rent, lease, sublicense, time-share or use the Software in any manner which would allow any third party to use or otherwise obtain the benefit of the Software;

(3) Copy (except for archival purposes and only if Sublicensee reproduces and applies all copyright notices and any other proprietary rights notices that appear on the original copies supplied by WSIPC), distribute, manufacture, adapt, create derivative works of, translate, perform or display publicly, localize, port or otherwise modify Software;

(4) Decompile, disassemble, reverse compile, reverse assemble, reverse translate, or otherwise reverse engineer the Software; use any similar means to discover the source code of or the trade secrets in the Software; or otherwise circumvent the technological measures that control access to the Software; or

(5) Permit any third party to engage in any acts set forth in clauses (1) through (4) above.

Section 3. License and Support Fees

In consideration of the Software license granted pursuant to this Agreement, Sublicensee shall pay WSIPC, or its authorized agent, the license fees and related maintenance and support fees set forth in

Schedule A under the terms therein.

Section 4. Ownership, Intellectual Property Rights, Nondisclosure, and Software Delivery

(a) For copyright purposes and for all other purposes, PCG shall be considered the owner of the Software and Documentation, and any copies thereof, and all copyright, trade secret, patent and other intellectual or industrial property rights therein. Physical copies of the Software shall also remain the property of PCG, and such copies shall be deemed to be on loan to Sublicensee during the term of the license granted pursuant to this Agreement. In the event the Maintenance and Support agreement is terminated, Client may continue to use the software on an "as-is" basis. Sublicensee acknowledges that WSIPC's right to provide the sublicense granted herein arises pursuant to and is subject to a license between WSIPC and PCG.

(b) The Software and Documentation will be disclosed by WSIPC to Sublicensee in confidence, and Sublicensee shall take reasonable steps to prevent disclosure, copying, display, loan, publication, transfer of possession (whether by sale, exchange, gift, operation of law or otherwise) or other dissemination of the Software or Documentation, in whole or in part, to any third party without the prior written consent of WSIPC. Sublicensee shall use reasonable care to safeguard the Software and Documentation and exercise at least the same degree of care to safeguard the confidentiality of the Software and Documentation as Sublicensee would exercise to safeguard Sublicensee's confidential property, and to ensure that no person authorized to have such access shall take any action which would be in violation of this Agreement if taken by Sublicensee. Sublicensee shall promptly report to WSIPC any actual or suspected violation of this subsection and shall take further steps as may reasonably be requested by WSIPC to prevent or remedy any such violation.

(c) Sublicensee shall not alter or remove any copyright, trade secret, patent, proprietary and/or other legal notices contained on or in copies of the Software and Documentation. The existence of any such copyright notice on the Software or Documentation shall not be construed as an admission, or be deemed to create a presumption, that publication of such materials has occurred.

(d) Sublicensee acknowledges that the Software will be delivered by WSIPC electronically. Unless

otherwise referenced in a Schedule A, upon execution of this Agreement and the related Schedule A, WSIPC will download the Software to a WSIPC server and provide Sublicensee with secured access codes and/or passwords in order to download the Software.

(e) Sublicensee hereby grants WSIPC the right to access the Software monthly at a time and date that is mutually agreeable to the Parties. Such access shall be for the sole purpose of determining the number of accounts or transactions (as defined in Schedule A) processed through the Software for fee calculation purposes, if applicable. WSIPC hereby agrees to access only that portion of the Software that is necessary to determine the number of accounts or transactions. For these access purposes, WSIPC does not need access to confidential data unless requested by the Sublicensee.

Section 5. Warranty, Indemnity, and Limitation of Liability

(a)

WSIPC and PCG warrant that the Software will substantially conform to the Documentation for a period of twelve (12) months from the date of delivery of the Software to Sublicensee. In the event of any breach of this warranty, WSIPC and PCG' sole obligation, with respect to a written claim of non-conformance by Sublicensee within the warranty period, shall be to remedy the non-conformance (either by repair or by replacement, at PCG or WSIPC's option) or to return the license fees actually paid by Sublicensee in respect of such non-conforming Software. In the event that WSIPC or PCG returns any license fees for any licensed Software, this Agreement, including Sublicensee's right to Use such licensed Software shall automatically terminate. Neither WSIPC nor PCG shall have any obligation to remedy non-conformance or make any refund (i) after the warranty period expires, (ii) for claims submitted after the warranty period, or (iii) in the event that repair or replacement cannot be made or is ineffective due to any modifications to the Software made by Sublicensee.

(b) WSIPC and PCG further warrant that the Software, when delivered:

(1) Accepts date input, provides date output and performs calculations on dates or portions of dates without errors related to the change of century;

(2) Functions without interruption and without changes in operation as a result of the change of century; and

(3) Stores and provides output of date information in ways that are indifferent as to century.

The foregoing warranty surrounding millennium compliance shall be null and void if (i) data or other information supplied by Sublicensee or third party software is input into or combined in any way with the Software, and such Sublicensee or third party software is not itself millennium compliant; (ii) the non-compliance is due to hardware, firmware, software or data not supplied by WSIPC or PCG.; or (iii) if Sublicensee has in any way changed the configuration or programming of the Software.

(c) WSIPC will, at its sole cost and expense, defend Sublicensee from any claim or action brought against Sublicensee based on infringement of any United States copyright or trade secret rights of any United States party resulting from Sublicensee's use of the Software under this Agreement. Sublicensee shall notify WSIPC in writing within twenty (20) business days of Sublicensee's becoming aware of the claim. WSIPC may at its sole expense and option: (i) procure for Sublicensee the right to continue to use any allegedly infringing Software; (ii) replace or modify the Software to avoid any allegations of infringement; or, (iii) if options (i) or (ii) are not commercially feasible, require a return of the Software and refund the amount of the license fees paid by Sublicensee.

WSIPC shall have no liability or obligation to Sublicensee hereunder if:

(i) the Software is used in an application or environment, or on a platform or with devices for which the Software was not designed or contemplated;

(ii) the Software has been in any way configured or modified for Sublicensee by non-WSIPC personnel;

(iii) Sublicensee was not using the Software in accordance with the provisions of this Agreement;

(iv) Sublicensee was using any release of the Software other than the latest release, if the infringement could have been avoided by use of the latest release; or

(v) Sublicensee or any of its affiliates have an interest in any patent, copyright, or trade secret giving rise to the infringement and/or misappropriation claims.

Sublicensee shall indemnify and hold WSIPC and PCG harmless from any and all costs, expenses, and damages, however characterized (including reasonable attorneys' fees and court costs) resulting from Sublicensee's actions described in the foregoing subparagraphs (i) – (v).

(d) Except for the express limited warranty WSIPC and PCG make above, Sublicensee receives no warranties or conditions, express, implied, statutory or otherwise, and WSIPC, PCG and their suppliers specifically disclaim any condition of quality and any implied warranties of merchantability, and fitness for a particular purpose for any products, software, or services provided under this agreement and schedules. WSIPC's and PCG' liability for damages to Sublicensee for any cause whatsoever, except for causes of action arising out of a dispute over title, regardless of the form of any claim or action, shall not exceed all fees paid by Sublicensee for the license to use the product under this agreement. This limitation of liability specifically includes any claims for negligence by WSIPC or PCG. Neither WSIPC nor PCG shall under any circumstances be liable for any damages resulting from loss of data, loss of income or use of equipment, or for any special, incidental, consequential, or indirect damages arising out of or in connection with the use or performance of the product.

Neither WSIPC nor PCG warrant that the use of the product will be uninterrupted or error free. Sublicensee assumes responsibility for the selection of programs and hardware to achieve Sublicensee's intended results and for the installation, use, and results obtained.

Section 6. Maintenance and Support

(a) Support services, as well as their availability shall be governed solely by the terms of a separate Maintenance and Support ("M&S") Agreement executed by the Parties. Although the economic terms and conditions of the M&S Agreement will be covered in each Schedule A attached to this Agreement, the Parties agree that said terms and conditions shall also become a part of said M&S Agreement. Once the initial M&S Agreement expires, it will be automatically renewed for additional one (1) year periods, based on the fees as

described in Schedule A, if Sublicensee does not provide written notice to WSIPC at least thirty (30) days prior to the end of any M&S term.

(b) If Sublicensee terminates the M&S Agreement at any time, fees to receive M&S in the future will be calculated upon (i) the then current M&S fees, (ii) payment of all back M&S fees, and (iii) a 10% reinstatement fee on all back M&S fees for 1 year missed, 20% for 2 years missed and up to 25% for 3 or more years missed.

(c) Sublicensee understands and agrees that PCG may develop and market new or different Software which use part or all of the Software set out in Schedule A, and which may perform all or part of the function performed by the Software. Nothing contained in this Agreement gives Sublicensee any rights with respect to such new and different Software.

Section 7. Taxes

The license fee and all other amounts payable pursuant to this Agreement are exclusive of all federal, state, local, municipal, VAT, GST, or any other excise, sales, use, property or similar taxes and fees, now in force or enacted in the future, and all such taxes and fees (other than those based on PCG' or WSIPC's income) shall be paid by Sublicensee. Sublicensee shall obtain and provide to WSIPC a certificate of exemption or similar document required to exempt any transaction under this Agreement from sales tax, use tax or other tax liability set out in this Section 7. If it is determined at any point that WSIPC was required by a governmental agency to remit any tax pursuant to this Agreement, Sublicensee agrees to remit to WSIPC all such taxes and related interest.

Section 8. Term

(a) The license granted under this Agreement shall be in effect from the date of this Agreement and shall remain in effect for the term specified in each applicable Schedule A. If Sublicensee breaches any material part of this Agreement, WSIPC may, after 30 days written notice and opportunity to cure, terminate the license this Sublicensee. All nonmonetary (other than payment of fees accrued but unpaid prior to termination) obligations of Sublicensee under this Agreement shall survive the termination of the license for the greater of two (2) years or the period set forth in the applicable statute of limitations.

(b) Because unauthorized use or transfer of the Software or Documentation may diminish substantially the value of such materials and irredeemably harm WSIPC and/or PCG, if Sublicensee breaches the provisions of Sections 2 or 4 of this Agreement, the Parties agree that WSIPC and/or PCG shall be entitled to injunctive and/or other equitable relief, in addition to other remedies afforded by law.

Section 9. Notices

(a) All notices or other communications from one Party to the other shall be in writing and shall be personally delivered, sent via facsimile, Government mail, overnight delivery, or courier. Notice shall be deemed received: (1) upon actual receipt, if delivered personally or by courier service; (2) three (3) days after postmarked, if mailed first class, postage prepaid; (3) on the date indicated on the return receipt, if sent certified or registered mail; (4) upon confirmation, as evidenced by a fax transmittal sheet; or (5) upon confirmation of receipt by the addressee, if sent electronically.

(b) All notices to WSIPC shall be sent to the attention of the Chief Executive Officer, at the address set forth in the signature section, or if to Sublicensee, at the addresses set forth at the beginning of this Agreement. The individual or addresses can be subsequently changed through written notice, delivered consistent with this Section.

Section 10. General

(a) Nothing in this Agreement obligates WSIPC to accept any order placed by Sublicensee or any Schedule A proposed by Sublicensee. Likewise, nothing in this Agreement should be construed to create an agency, partnership, or joint venture between the Parties and neither Party is authorized to bind the other to any type of agreement or business transaction or to make any representation to any third party upon behalf of the other Party.

(b) The validity, construction and interpretation of the Agreement, and the rights and duties of the Parties shall be governed by and construed in accordance with the laws of the State of Washington, without regard to its choice of law provisions. In the event of any conflict between the rules and regulations of the United States versus the rules and regulations of any international law, the laws of the United States shall govern. The United Nations

Convention on Contracts for the International Sale of Goods shall not apply to this Agreement.

(c) This Agreement shall not be deemed or construed to be modified, amended, or waived, in whole or in part, except by written agreement of WSIPC, PCG and Sublicensee. No modifications of this Agreement shall be valid by either Party's use of any order form, purchase order, acknowledgement, license or shrink-wrap or box top license or other form containing additional or conflicting terms.

(d) All terms and provisions of this Agreement shall be binding upon and inure to the benefit of the Parties hereto, and their successors and assigns and legal representatives. Sublicensee may not, however, assign this Agreement nor any right granted hereunder, in whole or in part. Sublicensee shall not be permitted to transfer this Agreement to a competitor of PCG. A competitor of PCG shall mean any entity that sells or promotes similar products or services as those offered by PCG.

(e) Section titles in this Agreement (including Schedule A) are for reference purposes only and shall not control or alter the meaning of the Agreement as set forth in the text.

(f) If any provisions of this Agreement or the application of any such provision shall be held by a tribunal of competent jurisdiction to be contrary to law, the remaining provisions of this Agreement shall continue in full force and effect. Any clause deemed contrary to law shall be replaced by a valid provision that most closely reflects the intent of the stricken clause as determined by said tribunal. The Parties acknowledge and agree that each Party, along with their respective legal counsel, has had the opportunity to review and modify this Agreement. Accordingly, in the event of any ambiguity, such ambiguity shall not be construed in favor of, or against either Party.

(g) Non-performance of either Party shall be excused to the extent that performance is rendered impossible by war, strike, fire, flood, governmental acts or orders or restrictions, failure of suppliers, lack of transportation, or any other reason where failure to perform is beyond the control and not caused by the negligence of the non-performing Party.

(h) Sublicensee agrees to comply with all applicable United States export regulations and restrictions licensed herein and associated Documentation.

(i) PCG and WSIPC shall be entitled to enforce the

terms and provisions hereof.

(j) This License Agreement and the related Schedule A's are the entire license agreement between the Parties and supersedes all prior and contemporaneous agreements, understandings, negotiations, and discussions, whether oral or written, of parties hereto and there are no warranties, representations and/or agreements between the Parties in connection with the subject matter hereof except as specifically set forth and referred to herein.

(k) The validity, interpretation and enforcement of this Sublicense shall be governed by the laws of the State of Washington and any applicable Federal laws. The parties consent to jurisdiction and venue in the

State of Washington for any legal proceeding or mediation of any dispute relating to this Sublicense agreement.

(l) All disputes under this Sublicense agreement will be referred to mediation by a mediator acceptable to the Parties, and if any dispute is not resolved following the Parties' mutual, good-faith efforts at mediation, then such dispute shall be referred to private, binding arbitration under Ch. 7.04 RCW, by a single arbitrator agreed upon by the parties or, if the parties cannot agree with ten day of either party's notice of arbitration, by a single arbitrator appointed by the court.

IN WITNESS WHEREOF, WSIPC, PCG and the Sublicensee have caused this agreement to be executed and represent that the persons whose signatures appear below are duly authorized to execute this Agreement.

Sublicensee
Signature: _____
Name: _____
Title: _____

WSIPC
Signature: Marty Daybell
Name: Marty Daybell
Title: Executive Director/ CEO

Public Consulting Group, Inc.
Signature: _____
Name: _____
Title: _____

**Exhibit B
To
MASTER AGREEMENT
PARTICIPATING ENTITY SUBLICICENSE**

Public Consulting Group, Inc. - PCG IEP.ONLINE

This GENERAL LICENSE AGREEMENT (this "Agreement") is made as of the 28th day of January 2016 ("Effective Date") among the Washington State Information Processing Cooperative ("WSIPC") Public Consulting Group, Inc (PCG), a Massachusetts corporation with its corporate office located at 148 State Street, 10th Floor, Boston, MA 02108, and its successors and assigns ("PCG"); and WENATCHEE SCHOOL DISTRICT, 112 South Elliott Avenue, Wenatchee WA 98801 ("Sublicensee").

For valuable consideration acknowledged as received, the Parties agree as follows:

Section 1. Definitions

(a) **AGREEMENT.** The term "Agreement" refers to these Terms and Conditions. These Terms and Conditions are general terms and conditions for the licensing of PCG's proprietary computer software products. More than one Schedule A may incorporate these Terms and Conditions by reference.

(b) **PRODUCT.** The term "Software" means PCG's IEP. Online software, all related materials, Proprietary Items (as defined herein) and Documentation (as defined herein) received by Sublicensee from WSIPC and/or PCG.

(c) **MAINTENANCE FEES.** The term "Maintenance Fees" means PCG's fees for maintenance and support as set forth in Schedule A.

(d) **USE.** The term "Use" means copying all or any portion of the Software from storage units or media onto Sublicensee's computer hardware for the purpose of processing the instructions or statements contained in the Software for internal business purposes only. Use does not include the right to sublicense, any activity to reverse engineer or decompile the Software, or copying of the Documentation (other than onto Sublicensee's computer hardware) or the right to provide timesharing, data processing, or any other similar service to any third parties.

(e) **DOCUMENTATION.** The term "Documentation" means written or electronic documentation provided with the Software.

(f) **PROPRIETARY ITEMS.** The term "Proprietary Items" shall mean any products, materials, training materials, and other documentation, tools, procedures, concepts, ideas, know-how, methodologies and intellectual capital that are proprietary to PCG. or to a third party who has licensed such Proprietary Items to PCG and which have been incorporated into the Software.

Section 2. License Grant and Limitations

(a) Subject to the terms and conditions set forth in this Agreement and any attached Schedule A, and to the extent permitted by law, WSIPC grants to Sublicensee, and Sublicensee accepts, a non-exclusive, non-transferable sublicense, to Use the Software only for Sublicensee's internal business purposes, only for the Term specified in Schedule A, and only for the number of accounts, markets, or any other criteria as specified on a Schedule A.

(b) Sublicensee shall have the right to make multiple archival copies of the Software for use only in the event that the Software becomes inoperable and for security or archival back-up.

(c) WSIPC shall provide Sublicensee with unlimited electronic access to Documentation. Copying of the Documentation for internal business purposes is allowed under this Agreement.

(d) Sublicensee acknowledges that the laws and regulations of the United States restrict the export and re-export of software, including the Software and any accompanying Documentation or other related materials. Sublicensee shall not export directly or

indirectly in any manner all or part of the Software and/or related Documentation, manuals and instructional materials, and any direct product derived from the Software, such as computer models or simulations, to any country without the appropriate United States and/or foreign government licenses. Sublicensee shall not export (including over the Internet) the Software or any related materials or Documentation into any country subject to a U.S. embargo.

(e) For emphasis only and without limiting the restrictions that otherwise applies to the license granted, such license does not include any right or license, and Sublicensee agrees not to, directly or indirectly:

(1) Use the Software, Documentation, or any other Proprietary Items for any development or code analysis purposes whatsoever, including but not limited to, the creation of any software code or documentation which has the look and feel of the Software, or which is in any way similar to or competitive with any of the Software or Documentation;

(2) Encumber, transfer, rent, lease, sublicense, time-share or use the Software in any manner which would allow any third party to use or otherwise obtain the benefit of the Software;

(3) Copy (except for archival purposes and only if Sublicensee reproduces and applies all copyright notices and any other proprietary rights notices that appear on the original copies supplied by WSIPC), distribute, manufacture, adapt, create derivative works of, translate, perform or display publicly, localize, port or otherwise modify Software;

(4) Decompile, disassemble, reverse compile, reverse assemble, reverse translate, or otherwise reverse engineer the Software; use any similar means to discover the source code of or the trade secrets in the Software; or otherwise circumvent the technological measures that control access to the Software; or

(5) Permit any third party to engage in any acts set forth in clauses (1) through (4) above.

Section 3. License and Support Fees

In consideration of the Software license granted pursuant to this Agreement, Sublicensee shall pay WSIPC, or its authorized agent, the license fees and related maintenance and support fees set forth in

Schedule A under the terms therein.

Section 4. Ownership, Intellectual Property Rights, Nondisclosure, and Software Delivery

(a) For copyright purposes and for all other purposes, PCG shall be considered the owner of the Software and Documentation, and any copies thereof, and all copyright, trade secret, patent and other intellectual or industrial property rights therein. Physical copies of the Software shall also remain the property of PCG, and such copies shall be deemed to be on loan to Sublicensee during the term of the license granted pursuant to this Agreement. In the event the Maintenance and Support agreement is terminated, Client may continue to use the software on an "as-is" basis. Sublicensee acknowledges that WSIPC's right to provide the sublicense granted herein arises pursuant to and is subject to a license between WSIPC and PCG.

(b) The Software and Documentation will be disclosed by WSIPC to Sublicensee in confidence, and Sublicensee shall take reasonable steps to prevent disclosure, copying, display, loan, publication, transfer of possession (whether by sale, exchange, gift, operation of law or otherwise) or other dissemination of the Software or Documentation, in whole or in part, to any third party without the prior written consent of WSIPC. Sublicensee shall use reasonable care to safeguard the Software and Documentation and exercise at least the same degree of care to safeguard the confidentiality of the Software and Documentation as Sublicensee would exercise to safeguard Sublicensee's confidential property, and to ensure that no person authorized to have such access shall take any action which would be in violation of this Agreement if taken by Sublicensee. Sublicensee shall promptly report to WSIPC any actual or suspected violation of this subsection and shall take further steps as may reasonably be requested by WSIPC to prevent or remedy any such violation.

(c) Sublicensee shall not alter or remove any copyright, trade secret, patent, proprietary and/or other legal notices contained on or in copies of the Software and Documentation. The existence of any such copyright notice on the Software or Documentation shall not be construed as an admission, or be deemed to create a presumption, that publication of such materials has occurred.

(d) Sublicensee acknowledges that the Software will be delivered by WSIPC electronically. Unless

otherwise referenced in a Schedule A, upon execution of this Agreement and the related Schedule A, WSIPC will download the Software to a WSIPC server and provide Sublicensee with secured access codes and/or passwords in order to download the Software.

(e) Sublicensee hereby grants WSIPC the right to access the Software monthly at a time and date that is mutually agreeable to the Parties. Such access shall be for the sole purpose of determining the number of accounts or transactions (as defined in Schedule A) processed through the Software for fee calculation purposes, if applicable. WSIPC hereby agrees to access only that portion of the Software that is necessary to determine the number of accounts or transactions. For these access purposes, WSIPC does not need access to confidential data unless requested by the Sublicensee.

Section 5. Warranty, Indemnity, and Limitation of Liability

(a)

WSIPC and PCG warrant that the Software will substantially conform to the Documentation for a period of twelve (12) months from the date of delivery of the Software to Sublicensee. In the event of any breach of this warranty, WSIPC and PCG' sole obligation, with respect to a written claim of non-conformance by Sublicensee within the warranty period, shall be to remedy the non-conformance (either by repair or by replacement, at PCG or WSIPC's option) or to return the license fees actually paid by Sublicensee in respect of such non-conforming Software. In the event that WSIPC or PCG returns any license fees for any licensed Software, this Agreement, including Sublicensee's right to Use such licensed Software shall automatically terminate. Neither WSIPC nor PCG shall have any obligation to remedy non-conformance or make any refund (i) after the warranty period expires, (ii) for claims submitted after the warranty period, or (iii) in the event that repair or replacement cannot be made or is ineffective due to any modifications to the Software made by Sublicensee.

(b) WSIPC and PCG further warrant that the Software, when delivered:

(1) Accepts date input, provides date output and performs calculations on dates or portions of dates without errors related to the change of century;

(2) Functions without interruption and without changes in operation as a result of the change of century; and

(3) Stores and provides output of date information in ways that are indifferent as to century.

The foregoing warranty surrounding millennium compliance shall be null and void if (i) data or other information supplied by Sublicensee or third party software is input into or combined in any way with the Software, and such Sublicensee or third party software is not itself millennium compliant; (ii) the non-compliance is due to hardware, firmware, software or data not supplied by WSIPC or PCG.; or (iii) if Sublicensee has in any way changed the configuration or programming of the Software.

(c) WSIPC will, at its sole cost and expense, defend Sublicensee from any claim or action brought against Sublicensee based on infringement of any United States copyright or trade secret rights of any United States party resulting from Sublicensee's use of the Software under this Agreement. Sublicensee shall notify WSIPC in writing within twenty (20) business days of Sublicensee's becoming aware of the claim. WSIPC may at its sole expense and option: (i) procure for Sublicensee the right to continue to use any allegedly infringing Software; (ii) replace or modify the Software to avoid any allegations of infringement; or, (iii) if options (i) or (ii) are not commercially feasible, require a return of the Software and refund the amount of the license fees paid by Sublicensee.

WSIPC shall have no liability or obligation to Sublicensee hereunder if:

(i) the Software is used in an application or environment, or on a platform or with devices for which the Software was not designed or contemplated;

(ii) the Software has been in any way configured or modified for Sublicensee by non-WSIPC personnel;

(iii) Sublicensee was not using the Software in accordance with the provisions of this Agreement;

(iv) Sublicensee was using any release of the Software other than the latest release, if the infringement could have been avoided by use of the latest release; or

(v) Sublicensee or any of its affiliates have an interest in any patent, copyright, or trade secret giving rise to the infringement and/or misappropriation claims.

Sublicensee shall indemnify and hold WSIPC and PCG harmless from any and all costs, expenses, and damages, however characterized (including reasonable attorneys' fees and court costs) resulting from Sublicensee's actions described in the foregoing subparagraphs (i) – (v).

(d) Except for the express limited warranty WSIPC and PCG make above, Sublicensee receives no warranties or conditions, express, implied, statutory or otherwise, and WSIPC, PCG and their suppliers specifically disclaim any condition of quality and any implied warranties of merchantability, and fitness for a particular purpose for any products, software, or services provided under this agreement and schedules. WSIPC's and PCG' liability for damages to Sublicensee for any cause whatsoever, except for causes of action arising out of a dispute over title, regardless of the form of any claim or action, shall not exceed all fees paid by Sublicensee for the license to use the product under this agreement. This limitation of liability specifically includes any claims for negligence by WSIPC or PCG. Neither WSIPC nor PCG shall under any circumstances be liable for any damages resulting from loss of data, loss of income or use of equipment, or for any special, incidental, consequential, or indirect damages arising out of or in connection with the use or performance of the product.

Neither WSIPC nor PCG warrant that the use of the product will be uninterrupted or error free. Sublicensee assumes responsibility for the selection of programs and hardware to achieve Sublicensee's intended results and for the installation, use, and results obtained.

Section 6. Maintenance and Support

(a) Support services, as well as their availability shall be governed solely by the terms of a separate Maintenance and Support ("M&S") Agreement executed by the Parties. Although the economic terms and conditions of the M&S Agreement will be covered in each Schedule A attached to this Agreement, the Parties agree that said terms and conditions shall also become a part of said M&S Agreement. Once the initial M&S Agreement expires, it will be automatically renewed for additional one (1) year periods, based on the fees as

described in Schedule A, if Sublicensee does not provide written notice to WSIPC at least thirty (30) days prior to the end of any M&S term.

(b) If Sublicensee terminates the M&S Agreement at any time, fees to receive M&S in the future will be calculated upon (i) the then current M&S fees, (ii) payment of all back M&S fees, and (iii) a 10% reinstatement fee on all back M&S fees for 1 year missed, 20% for 2 years missed and up to 25% for 3 or more years missed.

(c) Sublicensee understands and agrees that PCG may develop and market new or different Software which use part or all of the Software set out in Schedule A, and which may perform all or part of the function performed by the Software. Nothing contained in this Agreement gives Sublicensee any rights with respect to such new and different Software.

Section 7. Taxes

The license fee and all other amounts payable pursuant to this Agreement are exclusive of all federal, state, local, municipal, VAT, GST, or any other excise, sales, use, property or similar taxes and fees, now in force or enacted in the future, and all such taxes and fees (other than those based on PCG' or WSIPC's income) shall be paid by Sublicensee. Sublicensee shall obtain and provide to WSIPC a certificate of exemption or similar document required to exempt any transaction under this Agreement from sales tax, use tax or other tax liability set out in this Section 7. If it is determined at any point that WSIPC was required by a governmental agency to remit any tax pursuant to this Agreement, Sublicensee agrees to remit to WSIPC all such taxes and related interest.

Section 8. Term

(a) The license granted under this Agreement shall be in effect from the date of this Agreement and shall remain in effect for the term specified in each applicable Schedule A. If Sublicensee breaches any material part of this Agreement, WSIPC may, after 30 days written notice and opportunity to cure, terminate the license this Sublicensee. All nonmonetary (other than payment of fees accrued but unpaid prior to termination) obligations of Sublicensee under this Agreement shall survive the termination of the license for the greater of two (2) years or the period set forth in the applicable statute of limitations.

(b) Because unauthorized use or transfer of the Software or Documentation may diminish substantially the value of such materials and irredeemably harm WSIPC and/or PCG, if Sublicensee breaches the provisions of Sections 2 or 4 of this Agreement, the Parties agree that WSIPC and/or PCG shall be entitled to injunctive and/or other equitable relief, in addition to other remedies afforded by law.

Section 9. Notices

(a) All notices or other communications from one Party to the other shall be in writing and shall be personally delivered, sent via facsimile, Government mail, overnight delivery, or courier. Notice shall be deemed received: (1) upon actual receipt, if delivered personally or by courier service; (2) three (3) days after postmarked, if mailed first class, postage prepaid; (3) on the date indicated on the return receipt, if sent certified or registered mail; (4) upon confirmation, as evidenced by a fax transmittal sheet; or (5) upon confirmation of receipt by the addressee, if sent electronically.

(b) All notices to WSIPC shall be sent to the attention of the Chief Executive Officer, at the address set forth in the signature section, or if to Sublicensee, at the addresses set forth at the beginning of this Agreement. The individual or addresses can be subsequently changed through written notice, delivered consistent with this Section.

Section 10. General

(a) Nothing in this Agreement obligates WSIPC to accept any order placed by Sublicensee or any Schedule A proposed by Sublicensee. Likewise, nothing in this Agreement should be construed to create an agency, partnership, or joint venture between the Parties and neither Party is authorized to bind the other to any type of agreement or business transaction or to make any representation to any third party upon behalf of the other Party.

(b) The validity, construction and interpretation of the Agreement, and the rights and duties of the Parties shall be governed by and construed in accordance with the laws of the State of Washington, without regard to its choice of law provisions. In the event of any conflict between the rules and regulations of the United States versus the rules and regulations of any international law, the laws of the United States shall govern. The United Nations

Convention on Contracts for the International Sale of Goods shall not apply to this Agreement.

(c) This Agreement shall not be deemed or construed to be modified, amended, or waived, in whole or in part, except by written agreement of WSIPC, PCG and Sublicensee. No modifications of this Agreement shall be valid by either Party's use of any order form, purchase order, acknowledgement, license or shrink-wrap or box top license or other form containing additional or conflicting terms.

(d) All terms and provisions of this Agreement shall be binding upon and inure to the benefit of the Parties hereto, and their successors and assigns and legal representatives. Sublicensee may not, however, assign this Agreement nor any right granted hereunder, in whole or in part. Sublicensee shall not be permitted to transfer this Agreement to a competitor of PCG. A competitor of PCG shall mean any entity that sells or promotes similar products or services as those offered by PCG.

(e) Section titles in this Agreement (including Schedule A) are for reference purposes only and shall not control or alter the meaning of the Agreement as set forth in the text.

(f) If any provisions of this Agreement or the application of any such provision shall be held by a tribunal of competent jurisdiction to be contrary to law, the remaining provisions of this Agreement shall continue in full force and effect. Any clause deemed contrary to law shall be replaced by a valid provision that most closely reflects the intent of the stricken clause as determined by said tribunal. The Parties acknowledge and agree that each Party, along with their respective legal counsel, has had the opportunity to review and modify this Agreement. Accordingly, in the event of any ambiguity, such ambiguity shall not be construed in favor of, or against either Party.

(g) Non-performance of either Party shall be excused to the extent that performance is rendered impossible by war, strike, fire, flood, governmental acts or orders or restrictions, failure of suppliers, lack of transportation, or any other reason where failure to perform is beyond the control and not caused by the negligence of the non-performing Party.

(h) Sublicensee agrees to comply with all applicable United States export regulations and restrictions licensed herein and associated Documentation.

(i) PCG and WSIPC shall be entitled to enforce the

terms and provisions hereof.

(j) This License Agreement and the related Schedule A's are the entire license agreement between the Parties and supersedes all prior and contemporaneous agreements, understandings, negotiations, and discussions, whether oral or written, of parties hereto and there are no warranties, representations and/or agreements between the Parties in connection with the subject matter hereof except as specifically set forth and referred to herein.

(k) The validity, interpretation and enforcement of this Sublicense shall be governed by the laws of the State of Washington and any applicable Federal laws. The parties consent to jurisdiction and venue in the

State of Washington for any legal proceeding or mediation of any dispute relating to this Sublicense agreement.


(l) All disputes under this Sublicense agreement will be referred to mediation by a mediator acceptable to the Parties, and if any dispute is not resolved following the Parties' mutual, good-faith efforts at mediation, then such dispute shall be referred to private, binding arbitration under Ch. 7.04 RCW, by a single arbitrator agreed upon by the parties or, if the parties cannot agree with ten day of either party's notice of arbitration, by a single arbitrator appointed by the court.

IN WITNESS WHEREOF, WSIPC, PCG and the Sublicensee have caused this agreement to be executed and represent that the persons whose signatures appear below are duly authorized to execute this Agreement.

Sublicensee

Signature: _____
Name: _____
Title: _____

WSIPC

Signature: 
Name: Marty Daybell
Title: Executive Director/ CEO

Public Consulting Group, Inc.

Signature: _____
Name: _____
Title: _____



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	Approved by Les?	PO Required?	Attorney Review Required?
02/05/2016	Renewal	Follett School Solutions	Migration of existing data to Follett hosted service; hosting service for Destiny Library Manager, Destiny Textbook Manager and WSD technical support.	\$11,816.32	04/01/2016 - 03/31/2017	Ron Brown	 Yes	Yes 7501500118	
				Budget Code		I have read this contract and recommend it for board approval.  Initial <u>2-7-16</u> Date			
				Various					

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

Agency Name Follett School Solutions, Inc.
 Attention: Stan Winters / Mary Frank
 Street address or PO Box 1340 Ridgeview Drive
 City, State, Zip Code McHenry, IL 60050
 Email Address www.folletlearning.com
 Phone Number (877) 899-8550

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

Migration of existing databases to Follett hosted service, which includes migration of one Destiny database for 12 licenses of Library Manager and Textbook Manager. Migration includes project management, implementation, technical training, server maintenance and support. Follett hosted service for Destiny Library Manager for 12 locations and Destiny Textbook Manager for 1 location.

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

Reviewed by Attorney _____

Signature

Requires Edits? _____



Follett School Solutions, Inc.
1340 Ridgeview Drive
McHenry, Illinois 60050
www.folletlearning.com
Tel: 877-899-8550

February 5, 2016

Ron Brown
Director of Instructional Technology
Wenatchee School District 246
1001 Circle St
Wenatchee, WA 98801

Dear Mr. Brown:

Follett School Solutions is pleased to present the enclosed Amendment to your **Destiny® Resource Management™** agreement.

In order for us to ensure your migration to the Follett Hosted Service completes smoothly, please provide us with the information listed below. This will ensure your migration will occur when it is planned.

- An authorized representative of your District needs to **sign page 6**.
- Please have an authorized representative of your District Sign and complete the fields as prompted and upload your PO if available. For additional assistance in using DocuSign to complete this Amendment please reference the following links:
 - <https://www.docusign.com/support/signer/question/how-do-i-sign-a-docusign-document-basic-signing>
 - <https://www.docusign.com/support/classic/documentation/cdse-user-guide/signing/sign-on-paper>

We look forward to a successful migration to the Follett Hosted Service and we appreciate your decision to partner with Follett.

Sincerely,

Mary Frank
Inside Sales Consultant - Technology
Phone: 877-899-8550 Ext. 46277
Fax: 815-578-5838
mfrank@Follett.com



Amendment E
Destiny® Resource Management™ Agreement
 Quote # 949536-2
 Customer # 4688548
 February 5, 2016

This Amendment is made part of the Destiny Resource Management Agreement between Follett School Solutions. ("Follett") and Wenatchee School District 246 ("you") in Wenatchee, WA dated February 23, 2009 (the "Agreement") is effective February 5, 2016. Any capitalized terms not defined in this Amendment have the meanings given them in the Agreement.

The prices and terms in this Amendment will be held open and valid until **April 29, 2016**.

Modifications to the Agreement

You and Follett (the "parties") agree to amend the Agreement, notwithstanding anything to the contrary in the Agreement, as follows:

Estimated sales tax is included in this Quote. However, you remain responsible for actual tax fees included in your Invoice, as required by law.

<i>Solution Summary</i>	
Price	\$11,598.00
Tax	\$218.32
<i>The total dollar amount included in this Amendment is</i>	
\$11,816.32	
<p>Products Added to Follett Destiny Solution Agreement Follett Hosted Service Year One Migrate Existing Database(s) to Follett Hosted Service</p> <ul style="list-style-type: none"> ▪ Migration of your existing data to the Follett Hosted Service. <ul style="list-style-type: none"> ○ Migration of one (1) Destiny database(s) for twelve (12) license(s) of Library Manager to the Follett Hosted Service. ○ Migration of one (1) Destiny database(s) for one (1) license(s) of Textbook Manager to the Follett Hosted Service. <p>Migration to the Follett Hosted Service includes:</p> <ul style="list-style-type: none"> ▪ Project Management: coordination of tasks and timeline to migrate from customer-hosted servers to Follett-hosted servers. ▪ Implementation: migration of the Destiny database from customer-hosted servers to Follett-hosted servers. ▪ Technical Training: brief technical training on the Follett Hosted Service. ▪ Server maintenance and support <p>Additional information regarding the migration service, and additional terms associated with the Follett Hosted Service, are contained in this document.</p> <p>Unless otherwise noted, no other project management, implementation, data or training services are included as part of this Proposal.</p>	



Follett Hosted Service Year One

- **Destiny Library Manager™ Hosted Service for year one for twelve (12) location(s)**
 - Alliance Plus
 - Universal Search
 - One Search
 - TitlePeek
 - Online documentation and Help
 - Note: Library Manager is designed specifically as a Library management tool

- **Destiny Textbook Manager™ Hosted Service for year one for one (1) location(s)**
 - Online access to over 800,000 textbook title records
 - Online documentation and Help
 - Note: Textbook Manager is designed specifically as a tool for District/School textbook management

Data conversion and data enhancement services costs are not included.

All other terms of the Agreement (and, if applicable, as amended) remain in full force and effect.

All pricing is listed in United States dollars.

Payment terms are Net 30 days after delivery.

To the extent allowable by law, this Amendment is strictly confidential.

It is the customer's responsibility to provide written verification of the Follett Hosted Service Solution delivery immediately following the System Setup via the Acknowledgement of Delivery document (AOD).

<p><i>Annual Licensing and Maintenance Costs After Year One*</i> <i>(starts in Year Two)</i> Follett Hosted Service</p> <ul style="list-style-type: none"> ▪ Destiny Textbook Manager for continued access to and support of the Follett Hosted Service for one (1) location(s) <ul style="list-style-type: none"> ○ Online access to over 800,000 textbook title records ○ Online documentation and Help ○ Note: Textbook Manager is designed specifically as a tool for District/School textbook management ▪ Destiny Library Manager continued access to and support of the Follett Hosted Service for twelve (12) location(s) <ul style="list-style-type: none"> ○ Alliance Plus ○ Universal Search ○ One Search ○ TitlePeek ○ Online documentation and Help ○ Note: Library Manager is designed specifically as a Library management tool ▪ District Technical Support includes: <ul style="list-style-type: none"> ○ Toll-free telephone technical support for designated Customer contacts ○ 24/7 customer Web Portal, with searchable online knowledge base ○ Unlimited email support ○ Training toolkits (lesson plans, quick reference guides, and videos) ○ Product updates <p>This new pricing will be reflected in your next annual renewal fee.</p>	
<i>Total Annual Licensing and Maintenance Costs:</i>	<i>\$10,799.00</i>

*You must have paid or pay for all prior years' Annual Licensing and Maintenance Costs and renew maintenance for all sites and Management Systems at the same time in order to continue to receive access to the Follett Hosted Service. Otherwise Follett reserves the right to turn off the Services.



Migration Services

Migration services support moving your Destiny database(s) to the Follett Hosted Service, and provide your district with configured access to your Destiny software via a Web site address (URL).

Follett is responsible for providing the following processes and activities related to this service:

- Backup the Destiny database
- Verify product version of the existing installation
- Upload Destiny and database files to Follett hosted environment
- Verify installation with customer, and supply Destiny URL.

All services are delivered remotely.

Customers are required to provide the following activities related to this service:

- Any required Destiny upgrades to match Follett hosted product level.
- Delete old job summaries from Job Manager
- Remote access to the Destiny/SQL server(s) of the existing server environment
- Provide login information to the Destiny installations and the SQL Administrator (sa) user(s).

There are some services that Follett will not perform for your district:

- Follett will not install any hardware or software at your district or schools.
- Follett will not configure your networking infrastructure. Your entire district-networking infrastructure must be up and running to support the service. This includes all routers and Wide Area Network links.

Digital Resource Limit

Digital content that is uploaded and cataloged is limited to 1 GB per Destiny database (for district if the Destiny database serves a multi-school district; or individual school, if the database is limited to a specific school). If at any time you exceed this limit and wish to purchase additional space, you may do so at an additional cost of \$5.00 per GB annually.

Student Interoperability Framework (SIF)

Follett Destiny Solution is a SIF-certified product based on the US SIF Specification. The Destiny SIF agent and SIF implementation services are sold by Kimono (www.kimonocloud.com).

By signing below, you represent that you have read the terms of this Amendment, including those on the following pages, understand and agree to such terms, and are duly authorized to sign on behalf of the School District.

IN WITNESS WHEREOF, the parties have caused this Amendment to be duly executed by their authorized representatives as set forth below.

Follett School Solutions, Inc.

Wenatchee School District 246

Signature: _____
Print Name: _____
Title: _____
Address: 1340 Ridgeview Drive
McHenry, IL 60050

Date: _____

Signature: _____
Print Name: _____
Title: _____
E-mail Address: _____
Address: _____

Date: _____

1. An authorized representative of your District needs to **sign above**.
2. Please fax **ALL PAGES** (with the exception of the Acknowledgement of Delivery, if attached) of the signed amendment and your **Purchase Order** as instructed on the cover letter.
3. Please include with your fax the **name and mailing address** of the person to whom Follett should return a copy of the fully executed amendment if needed.

Additional Terms and Conditions

1. Nature of the Transaction. Follett School Solutions, Inc. ("Follett") agrees to sell and license to the School District first named in this Agreement ("Customer"), and Customer agrees to purchase and license from Follett, the products and services listed in this Agreement (collectively referred to as the "Destiny Solution" or "Solution").

2. License. Upon commencement of the hosting services provided under the Agreement, Customer will be licensed to use the Destiny™ software (the "Software") according to the Follett School Solutions, Inc. Product Licensing Terms, incorporated into this Agreement by reference and available at the following URL: <http://www.follettsoftware.com/files/fsc/file/cms/DestinyLicense.pdf>. The license shall be subject to the Term stated in Section 12 below. In the event of a conflict between the terms of this Agreement and the Follett School Solutions, Inc. Product Licensing Terms, the terms of this Agreement shall govern. Access or use of certain additional or special features of Destiny, including but not limited to Universal Search, requires that Customer maintains current Follett School Solutions, Inc. support services.

3. Hosting. Follett will provide to Customer those hosting services more particularly described in the SOW ("Hosted Services"). Follett may provide the Hosted Services from any facility and may from time to time transfer any or all of the Hosting Services to any new facilities or relocate the personnel, equipment, and other resources used in providing Hosting Services. Follett will backup the Customer's database at the Follett Hosting Center daily and will store the backup in accordance with industry standards.

4. Service Levels. The Follett Hosting Service is provided 24 hours per day, 7 days per week. Follett shall provide the following service levels for the Hosting Service:

98% up-time, Monday through Friday during the hours of 6 a.m. to 6 p.m. (US Central Time) ("Up-time").

5. Security. Follett agrees to employ commercially reasonable security measures that comply with all applicable federal and state laws and regulations regarding data security and privacy for provision of the Hosted Service. Except as expressly provided in this Section, neither Follett nor its successors or assigns shall have any liability for the breach of its security measures or the integrity of the Hosting Services, unless caused by the willful misconduct of Follett, its employees or subcontractors.

6. Third Party Equipment and Software. Unless otherwise indicated in the SOW, Follett will be responsible for the purchase of, and entering into appropriate licensing agreements concerning, any third party equipment and software necessary for the performance of the Hosted Service. Ownership and/or licenses for the third party equipment and software shall be in the name of Follett.

7. Customer Responsibilities. In addition to any other duties and obligations set forth in this Agreement, Customer will undertake the following responsibilities at Customer's sole cost and expense:

- (a) Completion of any Customer requirements set forth in the SOW
- (b) Provision and continuous operation of all communication lines, parts, modems, interface equipment and workstations as necessary or reasonably appropriate for use and maintenance of the network capacity between Customer facilities and the hosted system;
- (c) Cooperation with and assistance to Follett with the transition to the Hosted Service;
- (d) Inspection and review of all reports and other output provided by Follett and notification to Follett of any incorrect reports or output within three business days after its receipt (or other mutually agreed upon time frame);
- (e) Training of appropriate Customer personnel to properly prepare input for and to effectively utilize output from the hosted system; and
- (f) Cooperation with Follett by, among other things, making available as reasonably requested management decisions, information, approvals, and acceptances in order that Follett may properly accomplish its obligations and responsibilities under this Agreement.

8. Payment. Customer will make payments for the quoted price of the Software according to the Payment Schedule in this Agreement. On-time payments prior to term expiration are required for annual licensing to use the Follett Hosted Service.



9. Ownership. All Customer Personally Identifiable Information and other data received by Follett from Customer (collectively, "Customer Data") will remain Customer's property, and upon the termination of this Agreement for any reason, the Customer will be provided an opportunity to export catalog and patron data in a reasonable timeframe, not to exceed 120 days past termination date. Follett shall terminate the Customer's access to the Follett hosted service and destroy the Customer Data after the customer's timeframe to export data has passed. Follett may use aggregate data from schools or districts for marketing purposes. Follett shall own all intellectual property rights, including copyright, trademark, patent and trade secret rights in and to the Software, and this Agreement shall not be construed as a transfer of any right, title or interest in the Software.

10. License. During the term of this Agreement, Customer grants to Follett the limited, nonexclusive right and license to copy, display, perform, modify and otherwise use (and permit others to use) any Customer Data solely for the purpose of rendering the Services to Customer.

11. Delays. Follett is not responsible for any failure to provide Hosting Services if such failure is caused by changes to the format of the Customer Data, changes to Customer's equipment or software, or Customer's delay or failure in the performance of customer responsibilities.

12. Service Term. The term of the Service shall be one (1) year with automatic renewal, unless either party terminates in writing at least sixty (60) days prior to expiration of the current term. Prices will not change for the first two (2) years of the agreement. Follett will notify Customer at least 90 days in advance of any price changes beyond the initial two (2) years of service.

13. Effect of Termination. Sections 9, 14, 15, 16, 17 and 20 shall survive any termination of this Agreement. At any time prior to termination, Customer may export Customer's data using the Software. Customer will not be entitled to any refunds of payments unless the Customer purchases the customer-hosted version of Destiny for all sites using the Follett Hosting Service. Customers can migrate to a district-hosted version of Destiny by paying a migration fee and purchasing district-hosted licenses for the Destiny software.

14. Limited Warranties. Follett warrants, for the benefit of Customer only, that the third party equipment purchased under this Agreement will conform in all material respects to the specifications supplied by the manufacturer and shall be free of material defects. Follett's sole obligation and Customer's exclusive remedy for any defect or nonconformity in the equipment will be Follett's cooperation with Customer to provide it with the benefit of any warranty and support commitment of the third-party manufacturers and suppliers of the equipment. Follett warrants that the services provided under the attached SOW will be performed using generally accepted industry standards and practices and in compliance with all applicable state, federal, municipal or local educational institution codes. Follett's limited warranty covering the Software is set forth in the Follett School Solutions, Inc. Product Licensing Terms.

15. DISCLAIMER OF WARRANTY. THE LIMITED WARRANTIES SET FORTH HEREIN ARE EXCLUSIVE AND IN LIEU OF ALL OTHER WARRANTIES AND CONDITIONS, EXPRESS OR IMPLIED (INCLUDING, BUT NOT LIMITED TO, WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, TITLE AND NON-INFRINGEMENT, STATUTORY OR OTHERWISE). CUSTOMER ACKNOWLEDGES THAT FOLLETT IS NOT THE MANUFACTURER OF THE EQUIPMENT AND EXPRESSLY WAIVES ANY CLAIM AGAINST FOLLETT BASED UPON ANY INFRINGEMENT OR ALLEGED INFRINGEMENT OF ANY PATENT WITH RESPECT TO ANY ITEM(S), ANY DEFECTS OR ANY NONCONFORMANCE OF THE THIRD PARTY EQUIPMENT WITH ITS SPECIFICATIONS, OR FOR ANY INDEMNITY AGAINST ANY CLAIM MADE BY ANY THIRD PARTY AGAINST CUSTOMER.

16. LIMITATION OF LIABILITY. TO THE MAXIMUM EXTENT PERMITTED BY APPLICABLE LAW, IN NO EVENT SHALL FOLLETT, ITS AFFILIATES, OR THEIR RESPECTIVE DIRECTORS, SHAREHOLDERS, EMPLOYEES, AGENTS AND REPRESENTATIVES BE LIABLE TO CUSTOMER FOR ANY INCIDENTAL, CONSEQUENTIAL, INDIRECT, SPECIAL, OR PUNITIVE DAMAGES (INCLUDING, BUT NOT LIMITED TO, LOST PROFITS, BUSINESS INTERRUPTIONS, LOSS OF BUSINESS INFORMATION OR OTHER PECUNIARY LOSS) ARISING OUT OF THE USE OF THE PRODUCTS OR SERVICES, REGARDLESS OF WHETHER SUCH LIABILITY IS BASED ON BREACH OF CONTRACT, TORT (INCLUDING NEGLIGENCE), STRICT LIABILITY, BREACH OF WARRANTY, FAILURE OF ESSENTIAL PURPOSE, OR OTHERWISE, AND EVEN IF THE PARTY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. FOLLETT'S TOTAL LIABILITY FOR ANY CLAIMS BROUGHT BY CUSTOMER REGARDING THE PRODUCTS AND SERVICES IS LIMITED TO THE AMOUNT OF ANY PAYMENTS MADE BY CUSTOMER DURING THE TWELVE MONTHS PRECEDING CUSTOMER'S NOTICE OF THE CLAIM TO FOLLETT. THIS SECTION WILL NOT APPLY TO LIMIT FOLLETT'S INDEMNIFICATION OBLIGATIONS UNDER THIS AGREEMENT.

17. Indemnification. Follett agrees to indemnify, defend and hold harmless Customer and its officers, directors, employees, agents, attorneys and assigns, against any third party claims, demands, actions, arbitrations, losses and liabilities resulting from any injury, death or damage to property, caused by Follett's employees or subcontractors in performing the obligations under this Agreement. Follett shall maintain liability insurance sufficient to fulfill its obligations under this Section and shall submit proof of such insurance to Customer upon request. Such insurance may not be changed by Follett in a manner that would lessen the protection provided to Customer during the term of this Agreement without Customer's prior written consent.

18. Publicity. During the term of this Agreement, Follett and its affiliates shall have the right to use the customer name and profile in Follett's marketing materials in any media.

19. Assignment. This Agreement and the rights and obligations of the parties hereunder may not be assigned or otherwise transferred by either party without prior written consent from the other party, which shall not be unreasonably withheld. Notwithstanding the foregoing, either party may assign this Agreement in its entirety as the result of a sale of all or substantially all of its assets, a merger, reorganization or spin-off, without having to obtain the other party's consent.

20. Applicable Law. This Agreement shall be construed under the laws of the State of Illinois, exclusive of its choice of laws provisions.

21. Entire Agreement. This Agreement constitutes the entire agreement between the parties and supersedes all other prior or present understandings, either verbal or written, regarding the subject matter. This Agreement may only be modified or amended in a writing executed by both parties. Any additional or contrary terms or conditions contained in any purchase order or other document issued by Customer shall be null and void unless expressly agreed to in a written modification or amendment to this Agreement.

*Web site address**

Schedule A

*Note: Licenses are transferable.

Please indicate the Web site address (URL) you wish to have for your Follett Hosted Service Solution. The format required is yourdistrictname.follettdestiny.com.

1 st choice:	.follettdestiny.com
2 nd choice:	.follettdestiny.com
3 rd choice:	.follettdestiny.com

Licensed School Sites*

Schedule A

*Note: Licenses are transferable.

School or Site Name	Product Type (check all that apply)	Data Service	Digital Content Subscriptions
1) COLUMBIA ELEM SCH 4600120 FLR: L4688548.000	Destiny Products: <input checked="" type="checkbox"/> Library Manager <input type="checkbox"/> Textbook Manager <input type="checkbox"/> Media Manager <input type="checkbox"/> Resource Manager FollettShelf Products: <input type="checkbox"/> District Manager <input type="checkbox"/> Classroom Connection	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> Alliance A/V <input type="checkbox"/> Fountas & Pinnell <input type="checkbox"/> Lexile <input type="checkbox"/> Reading Program – AR/RC <input type="checkbox"/> Standards <input checked="" type="checkbox"/> TitlePeek <input type="checkbox"/> WebPath Express <input type="checkbox"/> ABC-CLIO <input type="checkbox"/> ABDO <input type="checkbox"/> A.D.A.M. <input type="checkbox"/> CountryReports <input type="checkbox"/> Soundzabound <input type="checkbox"/> Teachingbooks.net
2) FOOTHILLS MDL SCH 4602493 FLR: L4688548.000	Destiny Products: <input checked="" type="checkbox"/> Library Manager <input type="checkbox"/> Textbook Manager <input type="checkbox"/> Media Manager <input type="checkbox"/> Resource Manager FollettShelf Products: <input type="checkbox"/> District Manager <input type="checkbox"/> Classroom Connection	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> Alliance A/V <input type="checkbox"/> Fountas & Pinnell <input type="checkbox"/> Lexile <input type="checkbox"/> Reading Program – AR/RC <input type="checkbox"/> Standards <input checked="" type="checkbox"/> TitlePeek <input type="checkbox"/> WebPath Express <input type="checkbox"/> ABC-CLIO

- ABDO
- A.D.A.M.
- CountryReports
- Soundzabound
- Teachingbooks.net

3) JOHN NEWBERY ELEM SCH
4602474 | FLR: L4688548.000

Destiny Products:

- Library Manager
- Textbook Manager
- Media Manager
- Resource Manager

FollettShelf Products:

- District Manager
- Classroom Connection

- Alliance A/V
- Fountas & Pinnell
- Lexile
- Reading Program – AR/RC
- Standards
- TitlePeek
- WebPath Express
- ABC-CLIO
- ABDO
- A.D.A.M.
- CountryReports
- Soundzabound
- Teachingbooks.net

4) LEWIS & CLARK ELEM SCH
4600121 | FLR: L4688548.000

Destiny Products:

- Library Manager
- Textbook Manager
- Media Manager
- Resource Manager

FollettShelf Products:

- District Manager
- Classroom Connection

- Alliance A/V
- Fountas & Pinnell
- Lexile
- Reading Program – AR/RC
- Standards
- TitlePeek
- WebPath Express

- ABC-CLIO
- ABDO
- A.D.A.M.
- CountryReports
- Soundzabound
- Teachingbooks.net

5) **LINCOLN ELEM SCH**
4600122 | FLR: L4688548.000

Destiny Products:

- Library Manager
- Textbook Manager
- Media Manager
- Resource Manager

FollettShelf Products:

- District Manager
- Classroom Connection

- Alliance A/V
- Fountas & Pinnell
- Lexile
- Reading Program – AR/RC
- Standards
- TitlePeek
- WebPath Express
- ABC-CLIO
- ABDO
- A.D.A.M.
- CountryReports
- Soundzabound
- Teachingbooks.net

6) **MISSION VIEW ELEM SCH**
4600123 | FLR: L4688548.000

Destiny Products:

- Library Manager
- Textbook Manager
- Media Manager
- Resource Manager

FollettShelf Products:

- District Manager

- Alliance A/V
- Fountas & Pinnell
- Lexile
- Reading Program – AR/RC
- Standards
- TitlePeek

Classroom Connection

WebPath Express

ABC-CLIO

ABDO

A.D.A.M.

CountryReports

Soundzabound

Teachingbooks.net

7) **ORCHARD MDL SCH**
4600124 | FLR: L4688548.000

Destiny Products:

Library Manager

Textbook Manager

Media Manager

Resource Manager

FollettShelf Products:

District Manager

Classroom Connection

Alliance A/V

Fountas & Pinnell

Lexile

Reading Program - AR/RC

Standards

TitlePeek

WebPath Express

ABC-CLIO

ABDO

A.D.A.M.

CountryReports

Soundzabound

Teachingbooks.net

8) **PIONEER MDL SCH**
4600125 | FLR: L4688548.000

Destiny Products:

Library Manager

Textbook Manager

Media Manager

Resource Manager

FollettShelf Products:

Alliance A/V

Fountas & Pinnell

Lexile

Reading Program - AR/RC

Standards

District Manager

Classroom Connection

TitlePeek

WebPath Express

ABC-CLIO

ABDO

A.D.A.M.

CountryReports

Soundzabound

Teachingbooks.net

9) SUNNYSLOPE ELEM SCH
4600127 | FLR: L4688548.000

Destiny Products:

Library Manager

Textbook Manager

Media Manager

Resource Manager

FollettShelf Products:

District Manager

Classroom Connection

Alliance A/V

Fountas & Pinnell

Lexile

Reading Program - AR/RC

Standards

TitlePeek

WebPath Express

ABC-CLIO

ABDO

A.D.A.M.

CountryReports

Soundzabound

Teachingbooks.net

10) WASHINGTON ELEM SCH
4688510 | FLR:
L4688548.000

Destiny Products:

Library Manager

Textbook Manager

Media Manager

Resource Manager

Alliance A/V

Fountas & Pinnell

Lexile

Reading Program - AR/RC

Standards

FollettShelf Products:

- District Manager
- Classroom Connection

- TitlePeek
- WebPath Express
- ABC-CLIO
- ABDO
- A.D.A.M.
- CountryReports
- Soundzabound
- Teachingbooks.net

11) WENATCHEE HIGH SCH
 4600128 | FLR:
 L4688548.000

Destiny Products:

- Library Manager
- Textbook Manager
- Media Manager
- Resource Manager

FollettShelf Products:

- District Manager
- Classroom Connection

- Alliance A/V
- Fountas & Pinnell
- Lexile
- Reading Program - AR/RC
- Standards
- TitlePeek
- WebPath Express
- ABC-CLIO
- ABDO
- A.D.A.M.
- CountryReports
- Soundzabound
- Teachingbooks.net

12) WESTSIDE HIGH SCH
 4602415 | FLR:
 L4688548.000

Destiny Products:

- Library Manager
- Textbook Manager
- Media Manager
- Resource Manager

- Alliance A/V
- Fountas & Pinnell
- Lexile
- Reading Program - AR/RC

Resource Manager

FollettShelf Products:

District Manager

Classroom
Connection

Standards

TitlePeek

WebPath Express

ABC-CLIO

ABDO

A.D.A.M.

CountryReports

Soundzabound


Teachingbooks.net

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), 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 Flores, 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	Approved by Les?	PO Required?	Attorney Review Required?
02/04/16	New	University of North Dakota	Cooperative teaching agreement	\$0	January 1, 2016- July 1, 2018	<u>Lisa Turner</u>			
				Budget Code		I have read this contract and recommend it for board approval.			
				Initial		Date			

This is decided at the district office.

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

Agency Name University of North Dakota
 Attention: Anne Walker
 Street address or PO Box 321 Centennial Dr. Stop 7189
 City, State, Zip Code Grand Forks, ND 58202-7189
 Email Address _____
 Phone Number _____

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

If this is a revision, what has changed?

Cooperative student teaching agreement.

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

Reviewed by Attorney _____
 Signature

Requires Edits? _____

AFFILIATION AGREEMENT

This Agreement is made by and between the College of Education and Human Development of the **University of North Dakota**, Grand Forks, North Dakota, hereinafter referred to as the "University," and *Wenatchee School District*, hereinafter referred to as the "School".

WHEREAS, the State of North Dakota, doing business as the University of North Dakota, is currently conducting Teacher Education Curriculum within the University and desires to obtain field experience for students enrolled in the curriculum; and

WHEREAS, the School is committed to the professional education and training of education students and is willing to assist in their education by providing opportunities to complete a field experience.

NOW THEREFORE, the University and School agree as follows:

I. THE UNIVERSITY AGREES:

- 1.1 To be responsible for meeting program accreditation requirements.
- 1.2 To provide a field-based instruction manual to the School and students that outlines standards of performance and guidelines for the teaching experience.
- 1.3 To inform students of the confidential nature of all School records.
- 1.4 To assign a contact person who will serve as a liaison between the School and the University.
- 1.5 To inform the students that they must adhere to the administrative policies and procedures of the School.

II. THE SCHOOL AGREES:

- 2.1 To provide students of the University an opportunity to work cooperatively in a teacher-learning situation with a teacher certified by the state in which the School is located.
- 2.2 To supervise and instruct the students during the experience.
- 2.3 To conduct student performance evaluations as directed by the University.
- 2.4 To notify the University immediately if a student is not performing satisfactorily. The School will follow any oral notice made under this paragraph with a written memorandum.

- 2.5 To orient students to the School and its policies, procedures, rules, and regulations applicable to their conduct while in the School.
- 2.6 To supply the University with copies of any policies or procedures with which the students will be expected to comply.

III. THE UNIVERSITY AND THE SCHOOL AGREE:

- 3.1 That the number of University student teachers placed in the School, the duration, and the timing of the experience shall be mutually agreed upon.
- 3.2 To collaborate in identifying specific experience objectives, the student assignments, and learning activities for each student placed in the School.
- 3.3 That the School may exclude from participation any student: whose performance or behavior is determined to be detrimental to the School's students; who fails to comply with proper channels of communications and/or with established School policies and procedures; or whose performance or behavior is otherwise unsatisfactory, including but not limited to any student who is unable to maintain compatible working relationships with the School's employees, or whose health status may prevent required attendance and student's successful completion of the field experience.

IV. LIABILITY

- 4.1 Each party shall be responsible for claims, losses, damages, and expenses which may arise out of negligent or wrongful acts or omissions of that party or its agents or employees, acting within the scope of their duties in the performance of this Agreement.
- 4.2 As a public entity in the State of North Dakota, the liability of the University is as provided in chapter 32-12.2 of the North Dakota Century Code and subject to the limitations contained therein. The liability of the School is as provided under the laws of the state in which the School is located.
- 4.3 Nothing herein shall preclude with party from asserting against third parties any defenses to liability it may have under applicable law or be construed to create a basis for a claim or suit when none would otherwise exist.

V. TERM AND TERMINATION OF AGREEMENT

- 5.1 This Agreement shall be effective beginning January 1, 2016 and shall continue through July 1, 2018.
- 5.2 Either party may terminate this Agreement on thirty (30) days' notice. In the event of termination under this section, any student currently placed at the School for a field experience will be allowed to finish that field experience unless 3.3 applies.

VI. NONDISCRIMINATION

The University and the School agree to comply with all applicable laws, rules, regulations, and policies, including, but not limited to, those relating to nondiscrimination, accessibility, and civil rights.

VII. NOTICES

All notices or other communications purporting to exercise or otherwise affect rights and duties under this Agreement shall be given by registered or certified mail, addressed to the parties as indicated below, and are complete on the date mailed.

UNIVERSITY:

SCHOOL:

Anne Walker, Ph.D., Associate Dean
University of North Dakota
College of Education & Human Development
231 Centennial Drive, Stop 7189
Grand Forks, ND 58202-7189

Wenatchee School District
235 Sunset Avenue
Wenatchee, WA 98801
ATTN: Kelly Lopez

VIII. MODIFICATION

This Agreement may not be waived, altered, modified, supplemented, or amended in any manner except by written agreement signed by both parties.

IX. SEVERABILITY

If any term or provision of this Agreement is declared by a court having jurisdiction to be illegal or unenforceable, the validity of the remaining terms and provisions shall not be affected, and the rights and obligations of the parties are to be construed and enforced as if the contract did not contain that term or provision.

X. MERGER

This Agreement constitutes the entire agreement between the parties. There are no understanding, agreements, or representations, oral or written, not specified within this Agreement.

XI. WAIVER

The failure of either party to exercise any of its rights under this Agreement for a breach thereof shall not be deemed to be a waiver of such rights, and no waiver by either party, whether written or oral, expressed or implied, of any rights under, or arising from, the Agreement shall be binding on any subsequent occasion; and no concession by either party shall be treated as an implied modification of the Agreement unless specifically agreed in writing.

XII. INDEPENDENT CONTRACTORS

The parties are independent contractors and neither shall act as an agent for the other party, nor shall either party be deemed to be an employee of the other party for any purpose whatsoever. Neither of the parties shall have any obligations on the other party's behalf, nor commit the other party in any manner whatsoever without the other party's expressed prior written consent. Any promotional business representation by either party of the other shall be approved in advance.

XIII. HEADINGS

Paragraph headings are for quick reference and convenience only and do not alter, amend, or otherwise affect the terms and conditions set out herein.

APPROVED FOR:

APPROVED FOR:

UNIVERSITY OF NORTH DAKOTA

By: _____
(Authorized Signature)

By: Anne Walker
(Authorized Signature)

Title: _____

Title: Associate Dean

Date: _____

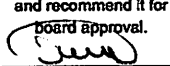

Date: _____

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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?
02/16/16	Renewal	LocalTel Communications	LocalTel managed/CCPUD hosted backend VLAN data connectivity for district transport of instructional and operational services.	Budget Code 9700-65-7016-000	7/01/2016-6/30/2017	<u>David Yancey</u> I have read this contract and recommend it for board approval.  Initial <u>16 Feb 16</u> Date		Ongoing monthly billing.	

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

Agency Name LocalTel Communications
 Attention: Mike Dart
 Street address or PO Box 341 Grant Road
 City, State, Zip Code Wenatchee, WA 98801
 Email Address miked@localtel.net
 Phone Number (509) 888-8888

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

E-Rate is the commonly used name for the Schools and Libraries Program of the Universal Service Fund, which is administered by the Universal Service Administrative Company (USAC) under the direction of the Federal Communications Commission (FCC). The program provides discounts to assist schools and libraries in the United States to obtain affordable telecommunications and Internet access. The Wenatchee School District applies for this annually through an application process and saves between 65-76% of all data transport costs through the program.

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

Reviewed by Attorney _____
 Signature

Requires Edits? _____

For: Wenatchee School District
 February 5, 2016

Attn: David Yancey 509-293-0390

10MB VLAN Pt to Pt
17 locations to
School District Admin

Monthly Recurring Lines, Features & Taxes	Quantity	LocalTel Rate	LocalTel Discount	LocalTel Extended
10MB VLAN	2	\$ 160.00	\$ 147.20	\$ 294.40
10mb Pass Thru	2	\$ 9.27	\$ 9.27	\$ 18.54
20MB Burstable VLAN	10	\$ 198.00	\$ 182.16	\$ 1,821.60
20MB Pass Thru	10	\$ 9.94	\$ 9.94	\$ 99.40
100MB Burstable VLAN	6	\$ 789.00	\$ 725.88	\$ 4,355.28
100MB Pass Thru fee	6	\$ 51.84	\$ 51.84	\$ 311.04
1GB VLAN	1	\$ 4,355.00	\$ 4,006.60	\$ 4,006.60
1GB Pass Thru fee	1	\$ 277.00	\$ 277.00	\$ 277.00
6mbx 768k DSL connection	1	\$ 39.95	\$ 36.75	\$ 36.75
Monthly Recurring Total		\$ 5,890.00	\$ 5,446.64	\$ 11,220.61

One Time Non-Recurring
 Installation Service Charge (1GB) 1 \$ 1,295.00

Burstable VLAN's are monitored and billed for additional usage @ \$8.94 per MB.
Prices are subject to the current PUD wholesale pricing, and MAY increase.
Prices are to the building D-mark only, Any additional connections
within the building would need to be quoted.
All contracts come with TLA's (Termination Liability Assessment)
Installation can be completed within 15-20 business days.

LocalTel Signature: _____ Date; _____

Dist. Signature _____ Date; _____

Terms of service: 12 Month/MTM - 7/1/2016 thru 6/30/2017

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	Approved by Les?	PO Required?	Attorney Review Required?
02/15/16	Renewal	LocalTel Communications	Shoretel Partner Support for district VOIP phone system as implemented.	Budget Code 9700-65-7016-000	3/14/2016-3/13/2019	David Yancey I have read this contract and recommend it for board approval. <i>[Signature]</i> Initial 15 Feb 16 Date	<i>[Signature]</i>	Yes	

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

Agency Name LocalTel Communications
 Attention: Mike Dart
 Street address or PO Box 341 Grant Road
 City, State, Zip Code Wenatchee, WA 98801
 Email Address miked@localtel.net
 Phone Number (509) 888-8888

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

This ShoreTel/LocalTel Partner agreement (attached) provides support layers for the district ShoreTel Voice Over IP infrastructure in accordance with the state contracted rate (KCDAs). Because of support location of the ShoreTel partner, LocalTel has been selected as state contract pricing is followed. Quotes and documentation attached.

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

Reviewed by Attorney _____

Signature

Requires Edits? _____

LocalTel Communications

QUOTATION

WENATCHEE SCHOOL DISTRICT
 235 SUNSET (PHYSICAL ADDRESS)
 PO BOX 1767
 WENATCHEE, WA 98807
 Bus: (509) 663-8161
 Fax: (509) 663-3082

Quote #: WSD PARTNER SUPP
 Consultant: MFD
 Date: 02-10-16
 Expiration: 03-11-16

Part No.	Qty	Description	Unit	Price
SHTL-94131	37385	SHORETEL 3YR FULL PARTNER SUPPORT **NO PHONES**	1.00	37385.00
CLND-MUNK	1	Discount for KCDA RFP #15-230	-5607.75	-5607.75

Comments :

Quote for Partner Support
 Current support expires on March 13th

Subtotal:	31777.25
Sales Tax:	2542.18
Total:	34319.43

Authorized Signature : _____ PO Number : _____
 I have reviewed & approved purchase of the above products/services

341 GRANT ROAD - EAST WENATCHEE, WA 98802
 COMPUTER DIVISION (509) 884-0611 (800) 992-2112 FAX (509) 888-4455
 TELEPHONE DIVISION (509) 662-3283 (800) 544-0566 FAX (509) 888-4455



&



Partner Support:

LocalTel's "ShoreCare Partner Support" for ShoreTel clients is a powerful way to maintain your company's vital communications. The intent of this document is to clarify the components of our "ShoreCare Partner Support" offering.

There are 2 classes of support available:

- Software & Hardware
- Software, Hardware & Phones

"Software & Hardware" provides your company access to any software upgrades, ShoreTel Web Tech Knowledge Base Login, and warrants all your ShoreTel Switches for the duration of your specific support contract. Replacement of your ShoreTel Switch includes labor at no cost during the support coverage period. If you indicate interest in upgrading to a new release, your LocalTel Account Manager will provide a printed document detailing the advantages of the new release, and any "known bugs", which will need to be signed by an authorized representative of your company. If you elect to have LocalTel install those upgrades, you will be billed for the technician's time at regular rates, but the software is free. Any service issues involving a "known bug", as listed in that document, will be billed as explained below.

If there are service issues with your ShoreTel system, that can be resolved by a technician REMOTELY logging into your server for less than 15 minutes, that service will be free. If the technician needs 15 minutes or more, or if they must go onsite, you will be billed at the regular rate.

"Software, Hardware & Phones" adds warranty replacement for your ShoreTel IP phones to the coverage described above.

KCDA PURCHASING COOPERATIVE

18639- 80TH Ave S. • P.O. Box 5550 • Kent, WA 98064-5550 • Phone 425-251-8115 • Fax 253-395-5402 • www.kcda.org

January 26, 2016

ShoreTel Inc.
3849 E. Sequoia Trail
Phoenix, AZ 85044

Attn: Tulli Manross

The KCDA board of Directors at its January 21, 2016 meeting awarded the Telephone Communications Contract # 15-230 to ShoreTel Inc. based upon response to the KCDA Telephone Communications Bid # 15-230.

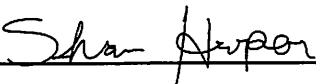
Please note that the bid submittal by ShoreTel Inc., the acceptance by KCDA and the award by the KCDA Board of Directors forms a contract effective January 22, 2016 based upon the terms and conditions set forth in the KCDA Telephone Communications Bid # 15-230 which is in effect through January 31, 2017 with the possibilities of (3) one year extensions.

Please acknowledge receipt of this contract by signing below and returning to:

Shawne Anderson
KCDA
P.O. BOX 5550
Kent, WA 98064-5550

Company Name: ShoreTel Inc.

Name: Shane Harper

Signature: 

Title: Director Vertical Programs

Date: 1/26/2016

King County Directors' Association
A Public Procurement Agency



OVERNIGHT / OUT OF STATE FIELD TRIP REQUESTS

Prepared by: Angie Knudtson
Date: 2/17/2016

Out of District/Overnight and Out of State Field Trip Requests for Board Approval Board Meeting: February 23, 2016

Requesting Location	Trip Number	Dates	Destination	Round Trip Miles	Teacher/Advisor Name	Group Making Trip/Chaperones	Educational Objective	# of Adults	# of Students	Estimated Cost	Funding Source
402.2 Wenatchee High School - CTE	468	03/19/2016 05:00:00 AM - 03/23/2016 11:45:00 PM	Indianapolis, IN, USA	4,274.92	Doug Merrill	Project lead the Way students	Presentation at the PLTW STEM Summitt	2	3	\$0.00	No Funding Needed
402.2 Wenatchee High School - CTE	403	06/22/2016 05:00:00 AM - 06/26/2016 11:45:00 PM	Baltimore Convention Center 1 West Pratt Street Baltimore MD 21201	5321.98	Dale Blair, ATC	Four sports medicine students (who will have just graduated- Kayli Brown, Danika Kapeikis, Julia Jobe, Brenda Castaneda) had their case study paper accepted at the National Athletic	The students will present at the conference and well as attend the educational sessions. This is one largest sports	1	4	\$8,040.00	CTE - WHS
517 Wenatchee Valley Technical Skills Center	443	03/31/2016 08:00:00 AM - 04/02/2016 08:00:00 PM	Hotel Murano 1320 Broadway tacoma WA	317.7	Pauline Starkey	Skills USA regional competition winners - competing in state contest	competing in state contest	4	9	\$3,773.10	WVTSC - Other
517 Wenatchee Valley Technical Skills Center	445	06/17/2016 10:00:00 AM - 06/25/2016 10:00:00 PM	St Louis, Missouri	3956.63	Kurt Blanchard	SkillsUSA WA State Winners will attend the National SkillsUSA Competition & Conference	Leadership	2	2	\$10,728.95	WVTSC - Other
521.2 Westside High School - CTE	360	03/18/2016 09:00:00 AM - 03/18/2016 01:00:00 PM	Red Lion Hotel - Olympia	381.28	Frank Brandt	Mock Trial team at WHS	The WHS mock trial team will compete at the state competition	3	26	\$747.62	CTE - WHS



SPECIAL

PRESENTATIONS

Dear WSD School Board,

As you know the state has a new 24 credit graduation requirement. As a district we were not prepared to implement this new requirement immediately so we requested and have been granted a two year waiver from that requirement. With that said, we have to have a system in place for the graduating class of 2021 (our current 7th graders). Our first steps are to look at a new bell schedule that will give students an opportunity to earn more than the 24 credits required. We have a committee in place and have started the process of creating a new bell schedule for the 2017-2018 school year. The priorities set for the new bell schedule are the following:

- Provide a system for intervention and extension
- Define the school day in a different way than days and minutes
- Provide many alternative learning opportunities for students
- Connected relationships between students and adults
- Explore different start and end times to meet student needs
- Create an environment accessible for project/problem based teaching
- Interacting with real world problems

The bell schedule committee met in December to review possible scheduling options. We searched for schedules that allow for more than 24 credits and only three options stood out to the committee. Options included a 7 Period schedule, a 4 Period Block schedule, and a 5 Period Block. After reviewing the pros and cons of each of those schedules, the committee decided to further explore the option of moving towards a 4 Period Block feeling that it met the priorities outlined by the committee. **The committee acknowledges that there is no perfect schedule.** We understand there are advantages and disadvantages to every schedule. We also acknowledge that research shows us that schedules have less impact on student achievement than the instruction delivered in the classroom (regardless of which bell schedule).

With that in mind, the schedule committee met again last month to discuss the 4 Period Block Schedule in more detail. Questions and concerns with the identified limitations of the schedule were discussed. One area that was discussed is the need for additional staffing in the 4 Period Block. Understanding this would be a hurdle that would be out of our control, the WSD Cabinet was briefed on the possibility of WHS moving to a 4 Period Block and outlined the potential additional cost. The Cabinet is in support of us moving forward to research the schedule and is willing to support the potential additional cost associated with the schedule. Below is a brief outline of the additional identified advantages and challenges of a 4 Period Block.

The identified advantages of the 4 Period Block are the following:

- Fewer number of class transitions within a day
- Increased teacher prep time (85-90 minutes per day)
- Reduces student focus to 4 classes per day
- 85-90 minutes of consistent classroom content
- Reduced a teachers student daily load (90 students per day)
- Increased opportunity to build relationships with the smaller daily load
- Increased elective offerings
- Less time devoted to administrative tasks (attendance, etc.)

The identified challenges of the 4 Period Block are the following:

- Less total instructional time in each class
- Increased difficulty in placing transfer students
- Harder to make up absences
- Scheduling of AP courses based on AP exam dates
- Sequencing of Foreign Language courses
- Special Education course alignment
- Concurrent Music course offerings
- Timing of State Testing requirements

We are in the process of researching those questions with schools who have successfully implemented a 4 Period Block. The committee members are requesting feedback from their department to identify as many questions or concerns as possible so we may research those questions with schools who are successfully running a 4 Period Block Schedule. The members of the committee are the following:

<u>Dept</u>	<u>Representative</u>
International Languages -	Hillary Nelson
Math -	Tom Baumeister
Business Dept -	Jeff Leavitt
Special Education -	Amy Van Wey
English -	Brian Higgins
Science -	Mark Haugen
CTE -	Matt Kline
Counseling -	Will White
Social Studies -	Steve Roche
Classified -	Michelle Mahoney Holland
Visual Arts/Family Cons Sci -	Steve Priest
Music -	Dawn McCormick
PE/Health -	Keri Hertzog

The bell schedule committee's tentative timeline is as follows:

<u>Date</u>	<u>Agenda</u>
Sept/Oct	Put the Committee together
October	Set schedule priorities
November	Research Schedule Options
Jan & Feb	Reach out Schools Running the Identified Schedule to Answer Questions/Concerns
March	Update the School Board and ask for any identified concerns Possible Off Campus School Visits Hold Parent information Night (inform parents, share findings and collect questions or concerns) Meet with ASB Rep Council (inform students, share findings and collect questions or concerns)
April	Review School Visits Finalize Schedule Recommendations
May	Recommendations Presented to Cabinet & School Board
June-Aug	Design PD for 2016/17 School Year

Implement the New Bell Schedule in the 2017-2018 School Year.

Our bell schedule committee is working extremely hard and I appreciate their effort. We are planning to meet again the first week in March to discuss the feedback we received from schools currently operating in a 4 Period Block Schedule. We will then move forward with gathering feedback from parents and students. I have also included a PDF that outlines the structures of a 4 Period Block Schedule. The structure the committee is most interested in is the 4x4 Schedule on a Semester system. I look forward to see you all next week at the board meeting and if you have any questions prior to the meeting please feel free to contact me. Thank you and have a great day!

Eric Anderson
Principal
Wenatchee High School

509.663.8117 - Office
509.663.2573 - Fax

To empower all students to be responsible lifelong learners.

An Overview of 4x4 Scheduling

Mr. Joe Burnsworth, Assistant Superintendent, Department of Curriculum and Instruction
Dr. Don Robertson, Assistant Superintendent, Department of Educational Leadership and Assessment

Key Areas of the 4X4 Overview

- ⌘ 4X4 Schedule
- ⌘ Student and Teacher Impact
- ⌘ Infrastructure
- ⌘ Topics for further review
- ⌘ Savings
- ⌘ Questions

Good evening Chairman Edwards, Vice-Chair Brunke, School Board members, and Dr. Merrill. Tonight Joe Burnsworth and I will present clarifying information on a proposal to move high school to the 4X4 schedule in the 2012-13 school year.

During the 2009-10 school year, 37% of schools in VA operated under a 4X4 format.

Currently, Chesapeake, Portsmouth, and some Fairfax schools operate under a version of the 4X4. In the same period, 15.6% of schools in VA operated under the A/B schedule.

Currently Norfolk, Suffolk, Loudon County, and some Fairfax schools operate under a version of the A/B. Most schools use a hybrid based in either the 4X4 or A/B.

The presentation will also cover (review bullets).

Why the 4X4 schedule?

- ⌘ Considered by high school principals for three years
- ⌘ Impetus for change:
 - Increased diploma requirements
 - Address student needs for intervention
 - Provide all students with lunch

In 2008, Dr. Michael Rettig, retired Professor Emeritus at JMU, and a leading expert in HS scheduling, presented alternative scheduling options to high school principals. The genesis for this presentation was the pending increase to graduation requirements by VaDOE. Under the A/B schedule our students were able to earn 24 credits during HS unless they decided to forego lunch and take an additional class. Last year, approximately 16.3 additional teachers were allocated based on the number of students taking more than 6 classes in HS by giving up lunch, supporting the need to provide additional course offerings. In 2012-13, students will need 24 credits to earn a standard diploma and 26 credits to earn an advanced diploma with both diploma requirements having specific course requirements to meet.

If summer school is eliminated as proposed, providing additional course offerings will be critical to ensure students graduate on time.

In terms of SOL pass proficient performance, VBCPS has outperformed Chesapeake over the past three years on 6 of 10 EOC tests with one EOC result the same. However, Chesapeake has had a greater % of students scoring pass advanced on 9 of 11 EOC tests. In terms of AP pass rates, Chesapeake has had a 20% higher pass rate than VBCPS over the past two years. In fact, VBCPS outperformed Chesapeake in only core area- AP Calculus. Finally, under the 4X4 schedule, all students can receive lunch.

Highlights of a 4x4 Schedule

- ☞ Originally proposed as an alternative to single period schedules.
- ☞ In the typical 4x4 model:
 - The school day is divided into four blocks of time to include lunch and transitions.
 - Teachers are responsible for teaching three blocks with a 30 minute lunch and one planning period each day.
 - Students take up to 4 classes each day or up to eight classes over the course of the school year.

The 4X4 format allows for a number of scheduling options to meet the needs of students. Typical areas in the 4X4 include (review bullets 1 and 3). The 4X4 also eliminates study halls.

The typical 4X4 schedule has each teacher working with 3 classes of approximately 90 students at a time. Conversely, the typical A/B schedule would double that number to approximately 180 students if the teacher taught 6 classes (equivalent of 3 on a 4X4). Finally, it should be noted that the length of the school day varies from a low of 6 hours 30 minutes to a high of 7 hours 3 minutes.

The 4x4 Schedule

∞ Graphical Depiction of a typical 4x4 schedule for a year

Fall	Spring
Course 1	Course 5
Course 2	Course 6
Course 3	Course 7
Course 4	Course 8

∞ A 30 minute lunch period is embedded in the day both semesters

This chart shows how a student is able to take 4 courses each semester and 8 courses over a full year and receive a 30 minute lunch.

The 4x4 Schedule

Example of a 4x4 schedule for one semester

Fall Term			
Block 1 (91 minutes)			
Block 2 (91 minutes)			
First Lunch (30 minutes)	Block 3 (30 minutes)	Block 3 (61 minutes)	Block 3 (91 minutes)
Block 3 (91 minutes)	Second Lunch (30 minutes)		
	Block 3 Cont. (61 minutes)	Third Lunch (30 minutes)	Fourth Lunch (30 minutes)
	Block 3 Cont. (30 minutes)		
Block 4 (91 minutes)			

School Hours 7:17-2:06 (extends instructional day by 14 minutes)

This example of a 4X4 schedule extends the instructional day by 14 minutes by adjusting the time students start class from 7:25 to 7:17 and when students end their day from 2:00 to 2:06. The earlier start time and later dismissal time will not impact transportation at any other level. The times were arrived at by determining the exact amount of time necessary to meet the 140 clock hour requirement.

Block 3 is where you will embed 4 30 minute lunch periods- (review each). If necessary, larger schools could add a 5th lunch during block 4.

At this time I will turn it over to Joe Burnsworth who will discuss the impact of a 4X4 on students and teachers.

Impact: Student

- Allows students to focus on fewer subjects in greater depth during a school term
- Allows students to retake failed courses during the same school year or seek opportunities to accelerate their learning
- Allows students to take more elective courses.
- All students can receive lunch
- All students can earn enough credits to satisfy the advanced diploma requirements during the four years of high school
- Provides opportunity for more students to take Dual Enrollment courses
- Would allow for academic support opportunities without impacting on-time graduation status
- All students, including those attending Advanced Technology Center, Governor's School for the Arts, and the Technical and Career Education Center, would have room in their schedules for lunch
- Creates the potential for transition issues from middle to high school

- Focus is on how do we best serve student needs while allowing them time to earn all the credits needed for graduation in a time when more requirements are being added, provide the scaffolding needing to help ensure on-time graduation, and allow every student to have lunch everyday.
- On the following slides you will presented with what currently exists and some EXAMPLES of what a 4x4 schedule might look like. In these samples you will see that:
 - ✓ More elective courses (click)
 - ✓ Credits for advanced studies diploma
 - ✓ Retake courses or participate in classes that scaffold learning lessening the affect of no summer school(click)
 - ✓ Everyone gets a lunch

**A/B Sample
Schedule
Standard
Diploma
Following one
student
Through grades
9-12**

**24 credits
required for
diploma**

24 credits earned

**4 elective
courses**

Grade 9	1 st Semester	2 nd Semester
Block 1		English 9 (A Day) World History I (B Day)
Block 2		Lunch/Study Block
Block 3		Earth Science (A Day) Algebra I (B Day)
Block 4		Foreign Language I (A Day) Health & Physical Education 9 (B Day)
Grade 10	1 st Semester	2 nd Semester
Block 1		English 10 (A Day) World History II (B Day)
Block 2		Lunch/Study Block
Block 3		Biology (A Day) Health and Physical Education 10 (B Day)
Block 4		Geometry (A Day) Foreign Language II (B Day)
Grade 11	1 st Semester	2 nd Semester
Block 1		English 11 (A Day) U.S. History (B Day)
Block 2		Lunch/Study Block
Block 3		Chemistry (A Day)
Block 4	Economics (B Day)	Financial Management (B Day) Algebra II (A Day) Foreign Language III (B Day)
Grade 12	1 st Semester	2 nd Semester
Block 1		English 12 (A Day) Government (B Day)
Block 2		Lunch/Study Block
Block 3		Art Elective (A Day) Tech Ed. Elective (B Day)
Block 4		Discrete Math (A Day) Foreign Language IV (B Day)

FOR ILLUSTRATION PURPOSES, and represent a variety of scheduling options that are available with the 4x4 schedule

Students take no more than six courses for a full year

The courses shown in black are specifically required for graduation or represent a subject area that is required (e.g. Earth science)

Courses shown in red indicate the spaces where an elective opportunity exists

**4x4 Sample
Schedule
Standard
Diploma
Following one
student
Through grades
9-12**

**24 credits
required for
diploma**

**30-32 credits
earned**

**6-8 elective
courses**

Grade 9	1 st Semester	2 nd Semester
1	Algebra I/Algebra Lab	
2	English 9	World History I
3	Foreign Language I	
	Health and Physical Education 9	
4	Earth Science	Art Elective

Grade 10	1st Semester	2nd Semester
1	Biology	Tech Ed. Elective
2	Health & Physical Education 10 (A Day)	
	Foreign Language II (B Day)	
3	English 10	Art Elective
4	Geometry	World History II

Grade 11	1st Semester	2nd Semester
1	English 11	U.S. History
2	Algebra II	Chemistry
3	Foreign Language III (A Day)	
	AP Studio Art (B Day)	
4	Tech Ed. Elective	Journalism I

Grade 12	1st Semester	2nd Semester
1	Discrete Math	Journalism II
2	Government	English 12
3	Foreign Language IV (A Day)	
	Economics and Financial Management (B Day)	
4	Early Release or Course	

Let's begin by looking at a sample of scaffolding – Algebra I, Part one, Algebra I, Part II and Algebra Lab all year for a total of two credit. (1 required and 1 elective)

Now let's look at Earth Science – first semester, if the student fails, they can take it again second semester, replacing the art elective to stay on schedule for an on-time graduation. Notice block 3 – divided into two 45 minute classes – known as “skinnies” that are held daily so that students have their foreign language and H/PE instruction each day for the year

In grade 11 Block 3 – students could have AB courses. This particular example is once again a foreign language but this time is combined with an AP class. This allows students an entire year to prepare for these rigorous exams, which will continue to be given in May. Finally, let me bring your attention to the courses listed in red. Please notice that a 4x4 allows students to bring their elective studies in their freshman year rather than having to wait until grade 11.

A/B Sample Schedule

**Advanced Studies
Diploma
Following one
student
Through grades 9-
12**

**26 credits
required for
diploma**

**24 credits earned
during high school**

3 elective courses

Grade 9	1 st Semester	2 nd Semester
Block 1	English 9 (A Day)	
	World History I (B Day)	
Block 2	Lunch/Study Block	
Block 3	Biology (A Day)	
	Health and Physical Education 9 (B Day)	
Block 4	Geometry (A Day)	
	Foreign Language II (B Day)	
Grade 10	1 st Semester	2 nd Semester
Block 1	English 10 (A Day)	
	AP World History (B Day)	
Block 2	Lunch/Study Block	
Block 3	Chemistry (A Day)	
	Health and Physical Education 10 (B Day)	
Block 4	Algebra II/Trigonometry (A Day)	
	Foreign Language III (B Day)	
Grade 11	1 st Semester	2 nd Semester
Block 1	English 11 (A Day)	
	AP US History (B Day)	
Block 2	Lunch/Study Block	
Block 3	AP Environmental Science (A Day)	
	Economics (B Day)	Financial Management (B Day)
Block 4	Math Analysis (A Day)	
	Foreign Language IV (B Day)	
Grade 12	1 st Semester	2 nd Semester
Block 1	Dual Enrollment English (A Day)	
	Government (B Day)	
Block 2	Lunch/Study Block	
Block 3	Tech Ed. Elective (A Day)	
	Art Elective (B Day)	
Block 4	AP Psychology (A Day)	
	AP Foreign Language I (B Day)	

This is an advanced studies diploma – first notice that there is no way for a student to earn all of the credits needed for this diploma in four years of high school. They must either give up lunch for two years, or take classes virtually. The problem is exacerbated if they are in an academy program, the Governor’s School for the Arts, want to attend the ATC or tech center, or participate in an elective such as band.

The three courses shown here in red are only possible because this student took Earth Science, a foreign language, and Algebra I in middle school.

4x4 Sample Schedule

**Advanced
Diploma
Following one
student
Through grades
9-12**

**26 credits
required for
diploma**

**30-32 credits
earned**

**4-6 elective
credits**

Grade 9	1 st Semester	2 nd Semester
1	Advanced English 9	Geometry
2	Biology	World History II
3	Health and Physical Education 9 (A Day)	
	Chorus I (B Day)	
4	Public Speaking	Spanish II

Grade 10	1st Semester	2nd Semester
1	Algebra II/Trigonometry	Economics/Financial Management
2	Chorus (A Day)	
	Health & Physical Education 10 (B Day)	
3	Advanced English 10	AP European History
4	Spanish III	Chemistry

Grade 11	1st Semester	2nd Semester
1	AP English 11	AP U.S. History
2	Math Analysis	Tech Ed. Elective
3	Spanish IV (A Day)	
	Chorus (B Day)	
4	AP Chemistry	AP Environmental Science

Grade 12	1st Semester	2nd Semester
1	Double Block AB-C AP Calculus	
2	Dual Enrollment English	AP Government
3	AP Spanish (A Day)	
	Chorus (B Day)	
4	Course or early release	

This schedule for a student seeking the advanced studies diploma allows the student to begin taking electives in grade 9

This example also illustrates another example of how AP courses could be offered...the more traditional semester format (Again, we showing a variety of samples so that you are aware of the possibilities that exist)

Another version of AP scheduling is combing like courses so that earn two credits and last the entire year...such as AB/BC calculus.

Most importantly a student could decide the summer between grades 8 and 9 that they would like to earn the advanced studies diploma, start that track in grade nine and have plenty of credit available to complete it and still have room for electives.

Impact: Teacher

- ☞ Increases teacher planning time
- ☞ Decreases the number of students teachers instruct semester by semester
- ☞ Decreases the number of individual course sections for which to prepare on a daily basis
- ☞ Decreases the number of progress reports and report cards an individual teacher must prepare in a given semester

Number of students taught by teachers of a typical core class would from be 125 – 150 over two days each semester to 75 – 90 students over the same period each semester

Teacher currently prepare for five sections over a two day period each semester, on this schedule the typical schedule would have three sections each semester

With few students and fewer sections comes fewer formal and informal grade reports that each teacher would need to generate

A Teacher's Schedule

	A Day	B Day
Current A/B Block	<ul style="list-style-type: none"> • Class 1 (95 min.) • Class 2 (95 min.) • Class 3 (95 min.) • Lunch (30 min.) • Planning (65 min.) 	<ul style="list-style-type: none"> • Class 4 (95 min.) • Class 5 (95 min.) • Lunch/Study Block (95 minutes) • Planning (95 minutes)
	First Semester	Second Semester
4x4 Block	<ul style="list-style-type: none"> • Class 1 (91 min.) • Class 2 (91 min.) • Lunch (30 min.) • Class 3 (91 min.) • Planning (91 min.) 	<ul style="list-style-type: none"> • Class 1 (91 min.) • Class 2 (91 min.) • Lunch (30 min.) • Class 3 (91 min.) • Planning (91 min.)

One of the most significant changes for a teacher is the increase in planning time from an average of 80 minutes per day to 91 minutes per day.

Finally this slide illustrates the change from five class sections over a two day period to three class sections each semester.

Dr. Robertson will talk about infrastructure

Infrastructure: Transportation

- ☞ Start time for high school classes begins eight minutes earlier and ends six minutes later with no cost impact
- ☞ Change in high school schedule has no impact on elementary and middle school transportation schedules

As noted earlier, the earlier start time and later dismissal time will not effect transportation times. Buses will arrive at HS by 7:00 to unload and will depart by 2:12 each day to make their remaining runs. No adjustment will be necessary at ES or MS.

Infrastructure: Technology

- ∞ Changes to the electronic grade reporting process will not be required
- ∞ Distribution of progress reports to all students will take place in October, December, March, and May- no change
- ∞ Does not impact the transcript
- ∞ An additional rollover period for student records will be required (at end of each semester)

DOT is working with Edupoint to ensure that Synergy will accommodate our needs in terms of grade reporting.

Infrastructure: Implementation

- ⌘ Two adjusted dismissal days will be included for final exams at the conclusion of each semester
- ⌘ Testing for End of Course classes will be conducted in both January and May (approved by VA DOE)
- ⌘ Scheduling of Advanced Placement tests will not be changed (May)
- ⌘ Selected course offerings will be standardized across the division
- ⌘ Development of a critical path including a communication plan with all stakeholders

As you can see in this slide, EOC tests are accommodated in the 4X4 whereas AP exams are not. We would address this concern by standardizing certain courses as to when and how they would be offered. Two exam days would be needed at the end of each semester. Pending approval, a great deal of work remains to be completed. However, tentative plans are in place to move forward by creating this critical path.

Topics for further review

- Accommodating student's transferring into the division from a school not on a 4X4 schedule will be difficult
- Pacing adaptations to accommodate certain courses may be required
- Scheduling of sequential courses may create a gap of up to one full year
- Reducing the lunch period from 45 to 30 minutes will require adjustments to current serving patterns
- Adjustments needed for student attendance guidelines

Some additional topics for review include (review bullets). We are prepared to perform the necessary research and subsequent work to make this model work for all stakeholders.

Savings

- ☞ Currently, teachers teach 5 courses. Under the 4X4 format, teachers would teach one additional course. The result will be a savings of approximately 100 teachers at high school.
- ☞ Students will take up to 2 more classes resulting in increased enrollment in elective classes, ATC, and Vo-Tech that normally run at less than capacity. The result is approximately 10 teachers at high school.
- ☞ Eliminating the need for overstaffs, 6th block supplements, additional staffing, et. al. for students taking more than 6 classes will save approximately 40 teachers at high school.
- ☞ The net savings is approximately 150 teachers.

Farrell noted a savings of 150 teachers in the SEON report. Teachers adding one class to their schedule results in a 20% increase in the number of sections that can be taught. Taking into account that most 9, 10, and 11 grade students will take 8 classes while most seniors will remain with 6, you can reasonably calculate staffing needs.

Even though students will take extra classes, many of these have traditionally run well below the cap. By running all classes at or near capacity high schools will need approximately 10 less teachers.

Last year, VBCPS provided additional positions in the budget to pay 6th block supplements and increase staff to accommodate students taking more than 6 classes, unnecessary in the 4X4. That amount is approximately 40 teachers in high school.

Of course, these calculations are based on standard enrollment data by student and are in line with standard projection practices.

Questions





FACILITY PROJECTS

UPDATES



FACILITY

PROJECTS UPDATES

ITEM # 1

PIONEER MIDDLE SCHOOL GYM MODERNIZATION
CHANGE ORDER NO. 8

February 23, 2016

SITUATION

Change Order No. 8 is attached for your review and approval. Change order No. 8 includes thirteen (13) changes to the construction contract for the Pioneer Middle School Gym Modernization project. Eleven CCD's (11) changes are additive cost changes and two (2) are deductive cost changes to the construction contract.

The cost of the changes from Change Order No. 8 exceeds the budget established for this project. A budget transfer will be made into the Pioneer Middle School Gym Modernization Project budget from the Capital Improvement Program contingency fund reserves to make up the difference. The total for change orders to date is 18.83% of the construction contract amount.

<u>Original Construction Contract Amount</u>	\$4,107,000.00
<u>Current Change Order</u>	
Change Order No 8	\$15,511.00
<u>Total Change Orders</u>	
Change Order 1 thru 8	\$773,286.00
<u>Contract Amount including this Change Order</u>	\$4,880,286.00

RECOMMENDATION

The Board of Directors approves Change Order No. 8 to Lydig Construction, Inc. for the Pioneer Middle School Gym Modernization Project in the amount of \$15,511.00 increasing the contract amount to \$4,880,286.00.



RECEIVED
FEB 15 2016

Change Order

PROJECT (Name and address): Pioneer Middle School Gym Additions to and Modernization of 1620 Russell Street Wenatchee, Washington 98801
CHANGE ORDER NUMBER: 008
DATE: February 15, 2016
OWNER: [X]
ARCHITECT: [X]
CONTRACTOR: [X]
FIELD: []
OTHER: []
TO CONTRACTOR (Name and address): Lydig Construction 11001 East Montgomery Drive Spokane Valley, Washington 92206
ARCHITECT'S PROJECT NUMBER: 1409
CONTRACT DATE: March 03, 2015
CONTRACT FOR: General Construction

THE CONTRACT IS CHANGED AS FOLLOWS:

(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)

- Per CCD#117 Gutter at Door 111c \$716.00
Per CCD#118 Backfill at North Retaining Wall \$2,536.00
Per CCD#119 Demo for Fire Alarm Changes \$889.00
Per CCD#120 Revised Jamb Detail \$689.00
Per CCD#121 Synchronization of Fire Alarm Strobes \$4,020.00
Per CCD#122 Fire Alarm Reprogramming, Testing, & Labeling \$2,285.00
Per CCD#124 Additional Circuit Breakers \$740.00
Per CCD#125 Additional Lighting at Lobby \$542.00
Per CCD#126 Conduit to Receptacles at Gym \$338.00
Per CCD#127 Additional Connections to Boiler \$543.00
Per CCD#128 Install Flooring in Locker Rooms \$15,064.00
Per PCO#031 Abatement Overcharge Deduction (\$7,120.00)
Per Invoice#46603 ABBAE Leak Investigation Deduction (\$5,731.00)

Table with 2 columns: Description and Amount. Rows include: The original Contract Sum was \$ 4,107,000.00; The net change by previously authorized Change Orders \$ 757,775.00; The Contract Sum prior to this Change Order was \$ 4,864,775.00; The Contract Sum will be increased by this Change Order in the amount of \$ 15,511.00; The new Contract Sum including this Change Order will be \$ 4,880,286.00

The Contract Time will be increased by zero (0) days.
The date of Substantial Completion as of the date of this Change Order therefore is November 3, 2015

NOTE: This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

Signature blocks for Forte Architects, Inc. (ARCHITECT), Lydig Construction (CONTRACTOR), and Wenatchee School District No. 246 (OWNER). Includes fields for name, address, signature, and date.

February 8, 2016

Patrick,

Please see below for description of CCDs on CO 008:

CCD#117 Gutter at Door 111c \$716.00

- The bleacher slab surface dips slightly above this particular door and water run off is splashing enough that there is sometimes water infiltration into the storage room. Gutter redirects the runoff to prevent splashin into room.

CCD#118 Backfill at North Retaining Wall \$2,536.00

- Portion of additional backfill work necessary at the north retaining wall based on the negotiated compromise between the Contractor's misunderstanding and project documentation lack of clarity.

CCD#119 Demo for Fire Alarm Changes \$889.00

Additional demo work relating to the original PR-005R that added fire alarm work back in to the project. Demo was completed after the submittal of PR-0005R, and was necessary for completing fire alarm work required by fire marshall.

CCD#120 Revised Jamb Detail \$689.00

- Additional trim material that was necessary to cover the existing conditions found when wall was demo'd for the exterior openings at room 210.

CCD#121 Synchronization of Fire Alarm Strobes \$4,303.00

- Strobes throughout the building needed to be synced based on the Fire Marshall site observations due to his concerns for persons with sensitivities to them, e.g. epilepsy.

CCD#122 Fire Alarm Reprogramming \$2,444.00

- Reprogramming of mislabeled devices, hard copy labels, inspection report, and other identifications changes at controls requested by WSD.

CCD#124 Additional Circuit Breakers \$740.00

- Additional circuit breakers were necessary for the later inclusion of the courtyard and bleacher exterior lighting required by the city.

CCD#125 Additional Lighting at Lobby \$542.00

- Additional work for two additional can lights at bathroom entrances indicated in drawings subsequent to the original pricing of lobby acoustical ceiling.

CCD#126 Conduit to Receptacles at Gym \$338.00

- Receptacles were found during demo to route through the large stage electrical panel that was removed. Needed to be rerouted to the new electrical panel.

CCD#127 Additional Connections to Boiler \$543.00

- Additional line voltage connections to boiler and boiler controls. Scope gap between plumbing/controls/electrical drawings.

CCD#128 Install Flooring in Locker Rooms

- Costs associated with the delay in laying the flooring due to slow drying of floor slab. Working around lockers, remobilization, etc.

PCO#031 Abatement Overcharge Deduction \$7,120.00

- Item was mistakenly charged and paid for twice in previous CO's.



FACILITY

PROJECTS UPDATES

ITEM # 2

WASHINGTON ELEMENTARY SCHOOL CONSTRUCTION PROJECT
CHANGE ORDER NO. 3

February 23, 2016

SITUATION

Change Order No. 3 is attached for your review. The change order includes ten (10) changes to the construction contract for the Washington Elementary School Construction project. Two (2) of the changes are due to construction related activities related to unforeseen soil conditions. Nine (9) changes are additive and one (1) change is a deductive cost change to the construction contract.

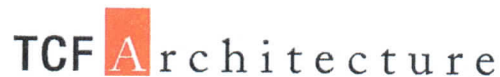
The cost of the changes from Change Order No. 3 is within the budget established for this project. The total for change orders to date is 0.65 % of the construction contract amount.

<u>Original Construction Contract Amount</u>	\$24,071,602.03
<u>Current Change Order</u>	
Change Order No 3	\$23,824.00
<u>Total Change Orders</u>	
Change Order 1 thru 3	\$181,212.00
<u>Contract Amount including this Change Order</u>	\$24,252,814.03

RECOMMENDATION

The Board of Directors approves Change Order No. 3 to WLK Joint Venture, Inc. for the Washington Elementary School Construction Project in the amount of \$23,824.00 increasing the contract amount to \$24,252,814.03.

CHANGE ORDER



PROJECT NAME: **Washington Elementary School**

CHANGE ORDER NO.: **3**

C.O. DATE: **1/26/2016**

TO CONTRACTOR: **WLK Joint Venture
1803 East Springfield Avenue
Spokane, WA 99202**

CONTRACT DATE: **8/3/2015**

THE OWNER: **Wenatchee School District #246**

ARCHITECT'S 2014-001 PROJECT NO.:

THE ARCHITECT: **TCF Architecture PLLC**

The Contract is changed as follows:

ITEM	DESCRIPTION	ADD OR DEDUCT	AMOUNT
CCD 01	Soils remediation	Add	\$6,972.00
CCD 02	Increase size of grease interceptor	Add	\$3,192.00
CCD 03	Contaminated soils at NE corner of site	Add	\$14,998.00
CCD 04	Additional excavatiion and asphalt patch at manhole	Add	\$6,689.00
CCD 07	Delete primer at interior structural steel	Deduct	(\$35,823.00)
CCD 12	Add owner requested ice maker in Kitchen	Add	\$9,180.00
CCD 18	Provide AV connections to projector - RFI 082	Add	\$8,831.00
CCD 21	Add high roof structural supports	Add	\$1,948.00
CCD 22	Furred walls at the Pods	Add	\$5,453.00
CCD 23	Additional light fixtures at Restrooms	Add	\$2,384.00
TOTAL AMOUNT FOR THIS CHANGE ORDER		ADD	\$23,824.00

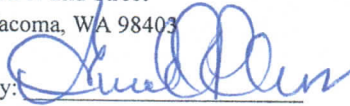
SUMMARY

The original Contract Sum was	\$24,071,602.03
Net change by previously authorized Change Orders	\$157,388.00
The Contract Sum prior to this Change Order was	\$24,228,990.03
The Contract Sum will be increased by this change order	\$23,824.00
The new Contract Sum including this Change Order will be	\$24,252,814.03

The Contract Time will be unchanged.
The date of Substantial Completion as of the date of this Change Order therefore is unchanged .

ARCHITECT

TCF Architecture PLLC
902 N 2nd Street
Tacoma, WA 98403

By: 
Gerry Pless
Date: 2/3/16

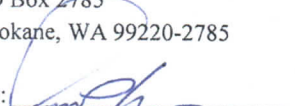
OWNER

Wenatchee School District
325 Sunset Avenue
Wenatchee, WA 98801

By: _____
Date: _____

CONTRACTOR

WLK Joint Venture
PO Box 2785
Spokane, WA 99220-2785

By: 
Jeramie Keeble
Date: 2/3/16

February 12, 2016

**Re: Washington Elementary School Replacement
Change Order No. 3
Wenatchee School District**

Below is a brief description of each of the construction change directives (CCD's) which make up Change Order No. 3

CCD 001 Remediate Soils \$6,792.00

- Poor subgrade conditions were discovered within the footprint of the new building. The geotechnical engineer recommended installation of crushed rock and a geogrid to achieve the required density before placing the structural fill.

CCD 002 Increase size of grease interceptor \$3,192.00

- The City of Wenatchee building department required the dishwasher and garbage disposal be routed to the grease interceptor. This required the grease interceptor be enlarged to handle the additional capacity.

CCD 003 Contaminated soils at the NE corner of the site \$14,998.00

- The soils under the NE corner parking are contaminated. This is in a new landscape area. Areas with contaminated soils be graded to 12" below subgrade which is 8" deeper than the contract requires. The environmental consult requires that the additional 8" be removed and a geotextile fabric be installed under clean fill.

CCD 004 Additional excavation and asphalt patching at manhole \$6,810.00

- At the intersection of Washington and Elliot, additional excavation and asphalt patching was required to move a new manhole three feet to the east to be clear of an unforeseen electrical conduit.

CCD 007 Delete primer at interior structural steel Credit (\$35,823.00)

- A credit was taken to delete the primer on structural steel that isn't exposed to view and the environment that could lead to rust.

CCD 012 Add owner requested ice maker in Kitchen \$9,180.00

- Per Owner request, an ice maker with storage bin was added in the Kitchen.

CCD 018 Add AV connections \$8,831.00

- Power and audio visual connections were added in OT/PT for the Owner provided video projector shown the architectural drawings.

CCD 021 Add high roof supports \$1,948.00

- The high roof at Areas A & B, at grid line 2, needed to have structural supports added at the overhang.

CCD 022 Add wall furring at the classroom Pods \$5,453.00

- At the classroom Pods, the electrical panels were located in a wall with a steel x-frame which interfered with the feeders and branch circuits. The walls were furred out 4" to provide clear paths for the panel, feeders and branch circuits.

CCD 023 Light fixtures added in four restrooms \$\$2,384.00

- It was determined that four restrooms should have a down light added to provide the correct light levels in the room.



FACILITY

PROJECTS UPDATES

ITEM # 3

CASTLE ROCK LEARNING CENTER
MODERNIZATION PROJECT
CHANGE ORDER NO. 3

February 23, 2016

SITUATION

Change Order No. 3 is attached for your review. The change order includes seven (7) changes to the construction contract for the Castle Rock Learning Center Modernization project. The seven (7) changes are additive cost changes to the construction contract.

The cost of the changes from Change Order No. 3 is within the budget established for this project. The total for change orders to date is 2.85% of the construction contract amount.

<u>Original Construction Contract Amount</u>	\$4,664,835.84
<u>Current Change Order</u>	
Change Order No 3	\$58,196.00
<u>Total Change Orders</u>	
Change Order 1 thru 3	\$133,001.00
<u>Contract Amount including this Change Order</u>	\$4,797,836.84

RECOMMENDATION

The Board of Directors approves Change Order No. 3 to WLK Joint Venture, Inc. for the Castle Rock Learning Center Modernization Project in the amount of \$58,196.00 increasing the contract amount to \$4,797,836.84.

CHANGE ORDER



PROJECT NAME: **Early Childhood Learning Center**

CHANGE ORDER NO.: **3**

C.O. DATE: **1/26/2016**

TO CONTRACTOR: **WLK Joint Venture
1803 East Springfield Avenue
Spokane, WA 99202**

CONTRACT DATE: **8/3/2015**

THE OWNER: **Wenatchee School District #246**

ARCHITECT'S 2014-001
PROJECT NO.:

THE ARCHITECT: **TCF Architecture PLLC**

The Contract is changed as follows:

ITEM	DESCRIPTION	ADD OR DEDUCT	AMOUNT
CCD 02	Revised demo and infill in Corridor 006	Add	\$3,616.00
CCD 05	Addl framing at Entry Vestibule	Add	\$2,240.00
CCD 07	Gore stripes for ADA	Add	\$6,138.00
CCD 013	RFIs 18, 22, 28, 29, 32, 34 & 35	Add	\$4,028.00
CCD 015	Change material of wood slats at Admin desks	Add	\$1,598.00
CCD 03	Revised Ceiling and HVAC at Corridors 001 & 006	Add	\$26,145.00
CCD 04	Move Technology Office	Add	\$14,431.00
TOTAL AMOUNT FOR THIS CHANGE ORDER			\$58,196.00

SUMMARY

The original Contract Sum was	\$4,664,835.84
Net change by previously authorized Change Orders	\$74,805.00
The Contract Sum prior to this Change Order was	\$4,739,640.84
The Contract Sum will be increased by this change order	\$58,196.00
The new Contract Sum including this Change Order will be unchanged.	\$4,797,836.84

The Contract Time will be unchanged.
The date of Substantial Completion as of the date of this Change Order therefore is

ARCHITECT
TCF Architecture PLLC
902 N 2nd Street
Tacoma, WA 98403

OWNER
Wenatchee School District
325 Sunset Avenue
Wenatchee, WA 98801

CONTRACTOR
WLK Joint Venture
PO Box 2785
Spokane, WA 99220-2785

By:
Gerry Pless
Date: 1/26/16

By: _____
Date: _____

By:
Jeramie Keeble
Date: 1/26/16

February 12, 2016

**Re: Castle Rock Learning Center Modernization Project
Change Order No. 3
Wenatchee School District**

Below is a brief description of each of the construction change directives (CCD's) which make up Change Order No. 3

CCD 002 Revised wall demo and infill at Corridor 006 \$3,616.00

- Due to unforeseen existing conditions, the wall demolition and infill on the west wall of Corridor 006 between doors 402A and 403A was revised requiring additional demolition and new wall infill.

CCD 003 Revised ceiling and HVAC at Corridors 001 & 006 \$26,145.00

- Revisions were made to the ceiling heights and HVAC system at the corridor to resolve conflicts between the ceiling and existing roof and ensure all HVAC is concealed above the ceiling.

CCD 004 Move the Technology Office \$14,431.00

- Per Owner request, the Technology Office was moved from Electrical/Custodial Room 220 to Testing/Storage Room 112. To achieve this the following revisions were made to accommodate Technology in Room 112:
 - Provide locks on tall storage cabinets in Room 112
 - Revise mechanical in both rooms.
 - Revise electrical in Room 112 to support Technology Office needs.

CCD 005 Additional framing required at the Entry Vestibule \$2,240.00

- Additional 2x wood furring was required at the door jambs on the north wall of Entry Vestibule 100 to provide a space to route wiring for the door control systems.

CCD 007 Additional paving and gore stripes for ADA \$6,138.00

- Temporary paving and paint stripes were added in front of Castle Rock to delineate accessible parking stalls and a pedestrian access across the front of the school.

CCD 013 Various electrical revisions \$4,028.00

- This CCD was issued for the following electrical revisions:
 - The light fixture originally designed for the Entry Vestibule was for a recessed installation which doesn't work for the exposed wood deck. The fixture was changed to a pendant style to hang below the ceiling.
 - At Corridor 006 the ceiling was lowered to 8'-0" and the sprinkler pipe was at 8'-2". For this reason, the light fixture selected for an alcove in the Corridor didn't fit so it was changed to a different fixture.
 - An electric trap primer was added above restroom 402A. Power was provided by extending an existing branch circuit to it and installing a disconnect switch.
 - A drinking fountain installed in Corridor 008 didn't have a power supply routed to it. An existing circuit was extended to the drinking fountain and a duplex receptacle was installed.
 - The City of Wenatchee Building Inspector requested a wet switch flood detector be installed instead of a secondary condensate pan at a blower coil.
 - A circulation pump for the water heater and the DDC panel in the IDF room didn't have power supplies. Existing circuits were extended both locations.
 - Five pieces of equipment required changing the breakers to 208V/1Ph. Existing electrical conductors and terminations were used.

CCD 015 Change material of wood slats at Administration Desk \$1,598.00

- The wood species and finish were changed from painted poplar to clear stained birch to achieve the design intent at the Reception Desk and Records Station Desk.



Date: February 18, 2016
To: Board of Directors
From: Lindee Akers
Re: Capital Facilities Update

MEMORANDUM

This update will be in verbal form. There are no handouts for the board packet. Let me know if you have any questions.

Thank you,
Lindee



NEW BUSINESS



Date: February 18, 2016
To: Board of Directors
From: Lindee Akers
Re: Superintendent's Contract Extension

MEMORANDUM

WSD Board of Directors:

This is an action item extending Mr. Flonos' current Contract.
There are no handouts.

Thank you,
Lindee Akers



DISTRICT POLICY

UPDATES

February 23, 2016
 2000 Series Board Review – 2ND Reading

Policy	Title	WSSDA Action	WSD	Key Changes	Board Decision
2027	District Ownership of Staff-Created Work	Add	Add	New Policy – Classification: Discretionary	
2030	Service Animals in Schools	Revise	Yes	Add sentence to Policy: + The superintendent will develop procedures to implement the policy.	
2106	Program Compliance	No changes	Reviewed	No changes made	
2337	Disability History Month	Add	Add	Added Disability History Month Policy	
2412	Diplomas for Veterans	Revise	Yes	Slight addition in second paragraph	
2414	Community Service	Add	Add	Added Community Service Policy	

District Ownership of Staff-Created Work

Consistent with federal law, the Board affirms that original works of authorship created by staff members within the scope of employment for use in the District's schools and programs is generally "work made for hire" and owned by the District. Work created by District employees that is "work made for hire" is also a public record and publicly accessible under Chapter 42.56 RCW and District Policy 4040.

The Superintendent will establish implementing procedures to determine whether work created by District employees for use in the District's schools and programs is, in fact, "work made for hire." District procedures will also provide a mechanism for employees to request permission to retain ownership of original works of authorship that were created within the scope of their employment, and for grieving a decision by the District if that request is denied.

Cross References:

2020 - Course Design, Selection and
Adoption of Instructional Materials
2022 - Electronic Resources
2025 - Copyright Compliance
4040 - Public Access to District Records

Legal References:

17 U.S.C. _ 101 et seq. Copyright Act of
1976

Management Resources:

2015 - April Policy Issue

Adoption Date: 2.23.16

Classification: **Discretionary**

Revised Dates:

SERVICE ANIMALS IN SCHOOLS

The Wenatchee School District Board of Directors acknowledges its responsibility to permit students and/or adults with disabilities to be accompanied by a “service animal” as required by federal laws and Washington State’s law against discrimination. This policy governs the presence of service animals in the schools, on school property, including school buses and at school activities.

A “service animal” means an animal that is trained for the purpose of assisting or accommodating a disabled person’s sensory, mental or physical disability.

The parent/guardian of a student who believes the student needs to bring a service animal to school or an employee who wishes to bring a service animal to school, must submit a written request to the building principal. The building principal, in consultation with the Section 504 coordinator or director of special services, as appropriate, will determine whether or not to permit the service animal in school.

The superintendent will develop procedures to implement the policy.

Cross Reference:	Policy 2029	Animals as Part of the Instructional Program
	Policy 2161	Education of Students with Disabilities
	Policy 2162	Education of Students with Disabilities Under Section 504
	Policy 3210	Nondiscrimination
	Policy 5010	Nondiscrimination and Affirmative Action

Legal References:	American Disabilities Act (ADA), Revised Title II Regulations, §35 Service animals
	Section 504 of the Rehabilitation Act of 1973
	RCW 49.60.040 Definitions
	RCW 28A.642 Discrimination Prohibition
	WAC 392-145-021(3) General Operating Requirements
	WAC 392-172A-01155 (3) Related Services
	WAC 392-172A-01035 Child with a Disability or Student eligible for Special Education
	WAC 392-190 Equal Educational Opportunity – unlawful discrimination prohibited
	WAC 162-26 Public accommodations, disability discrimination

Adoption Date: 6.26.12
Wenatchee School District Revised: 6.11, 3/12/15, 2.23.16
Classification: Priority

Program Compliance

Annually, on or before October 1, the superintendent will determine if the district is in compliance with the following program requirements:

- A. Appropriate measures are taken to safeguard all student and school district permanent records against loss or damage;
- B. Provision is made for the supervision of instructional practices and procedures;
- C. Current basic instructional materials are available for required courses of study;
- D. A program of guidance, counseling and testing services is maintained for students in all grades offered by the school district;
- E. A learning resources program is maintained;
- F. The physical facilities of each building are adequate and appropriate for the educational program offered;
- G. There is adequate provision for the health and safety of all students within the custody of the school district;
- H. A current policy statement pertaining to the administration and operation of the school district is available online or in each building's administrative office including, but not limited to, policies governing the school building and classroom visitation rights of non-students;
- I. The district is in compliance with the statutes which prohibit unequal treatment of individuals on the basis of race, sex, creed, color, honorably discharged veteran, sexual orientation, presence of any sensory, mental or physical disability or the use of a trained guide dog or service animal by a person with a disability and national origin in activities supported by common schools and which require equal access to Boy Scouts of America and other designated youth groups;
- J. Within each school, the school principal has determined that appropriate student discipline is established and enforced. The school principal has conferred with the certificated employees in the school building in order to develop and/or review building disciplinary standards and the uniform enforcement of those standards;
- K. Written high school graduation requirements and rules have been adopted by the school district board of directors; and
- L. Equivalence among schools in teachers, administrators and auxiliary personnel and equivalence in the provision of curriculum materials and supplies among schools who receive Title 1 funds.

Cross References:	Board Policy 1310	Policy Adoption, Manuals and Administrative Procedures
	2020	Curriculum Development and Adoption of Instructional Materials
	2090	Program Evaluation
	2104	Federal and/or State Funded Special Instructional Programs
	2140	Guidance and Counseling
	2410	High School Graduation Requirements
	3200	Student Rights and Responsibilities
	3210	Nondiscrimination

3231	Student Records
3410	Student Health
4000	Public Information Program
4040	Public Access to District Records
5240	Evaluation of Staff
6800	Operation and Maintenance of District Facilities

Adoption Date: 8.10.98
Wenatchee School District
Reviewed: 12/14
Revised: 10.98; 04.01; 08.04; 10.07; 12.11; 6.26.12; 2.23.16
Classification: Essential

Disability History Month

The purpose of observing Disability History Month is to encourage students to respect individuals with disabilities rather than pity them, to focus on their strengths and to promote understanding rather than stereotypes. Students will be encouraged to recognize the whole person rather than just an individual's disability.

While observing Disability History Month as required by law during the month of October, and year-round when feasible, the district will conduct a variety of educational activities of its choice designed to foster greater awareness and understanding of individuals with disabilities. The activities may include, but are not limited to, school assemblies, guest speaker presentations, research and writing projects, book studies, art projects and/or film studies. At a minimum, all activities should provide students with the opportunity to learn how people with disabilities have been treated throughout history, how they have been instrumental in changing history and/or how they became active participants in changing societal attitudes about their needs, desires and capabilities.

Suggested topics for activities include:

- Examination of common word usage that stigmatizes people with disabilities;
- Biographical study of important people throughout history who have or had disabilities (e.g., Muhammad Ali, Abraham Lincoln, Harriet Tubman, Lewis Carroll, Michael Phelps, Ludwig Van Beethoven, Michael J. Fox, Franklin Delano Roosevelt);
- Study of the history of the disability civil rights movement;
- Presentations by adults with disabilities in the community, including veterans with disabilities;
- Discussion of disability etiquette;
- Focus on community-based resources for people with disabilities, or the need therefor;
- Volunteering for community service organizations that work with people with disabilities;

- Study of art/music/film that tells the story of a person with a disability or examines the portrayal of people with disabilities;
- Study of a particular historical period focusing on the experience of persons with disabilities.

The Superintendent will develop procedures for building-specific activities to observe Disability History Month.

Cross References:

2336 - Required Observances (Veterans Day, Constitution Day, Temperance and Good Citizenship Day, Disability History Month)

Legal References:

RCW 28A.230.158 Disability history month — Activities

Management Resources:

2014 - August Issue
www.disabilityrightsgalaxy.com
www.wadisabilitymonth.org

Adoption Date: 2.23.16

Classification: **Priority**

Revised Dates:

DIPLOMAS FOR VETERANS

The district will issue high school diplomas to an honorably discharged member of the armed forces of the United States who was scheduled to graduate from high school, but who left high school before graduation to serve in World War II, the Korean Conflict or the Vietnam era.

To be eligible for a diploma the veteran or his or her representative must fill out the application provided by the Washington State Department of Veteran Affairs and provide evidence of eligibility, **and have substantial ties to the district.**

Veterans are eligible for the diploma even if they subsequently earned a high school equivalency certificate or are deceased.

The superintendent will determine those veterans who have substantial ties to the district. Examples include, but are not limited to: living or having lived in the district, having attended school in the district, having children or other descendants who have attended school in the district, having been employed by the district or volunteering in the district.

Cross-Reference:	Policy 2410	High School Graduation Requirements
Legal References:	RCW 28A-230-120 RCW 41.04.005	High school diplomas — Issuance — Option to receive final transcripts — Notice “Veteran” defined for certain purposes
Management Resources:		Policy News, June 2008 Diplomas for Veterans Policy News, June 2003 Honoring Veterans of the Korean Conflict Policy News, April 2002 WWII Veterans May Receive Diplomas

Adoption Date: 01.25.11
Wenatchee School District
Revised: **3.12.15; 2.23.16**

Community Service

The board recognizes that volunteering connects students to their communities and provides an opportunity for students to practice and apply their academic and social skills in preparation for entering the workforce. The board further recognizes that community service is associated with increased civic awareness and participation by students, and can inspire students to continue their education and skill development beyond high school. Students are encouraged to participate in community service activities as a part of their high school graduation requirements. The board will implement an incentive program to recognize students for achievement in community service and may, in its discretion, include community service in the district's high school graduation /diploma requirements.

Cross References: 2410 - High School Graduation Requirements

Legal References: RCW 28A.320 Provisions applicable to all districts
ESSB 1412 Community Service

Management Resources: 2013 - June Issue

Adoption Date: 2.23.16
Classification: **Essential**
Revised Dates:



SPECIAL

PRESENTATIONS

Wenatchee School District No. 246
MEMORANDUM

To: Wenatchee School Board
Brian Flonex, Superintendent

From: Les Vandervort, Chief Financial Officer

Date: February 5, 2016

Re: Enrollment Reports for **February 2016**

Exhibit A - Monthly Enrollments.

The **February 2016** count of K-12 students is **7,928.80 full-time equivalents (FTE)** including 160.80 FTE Running Start students (Running Start students are counted starting in October).

The *average* FTE is **7,935.46** which are **6.46** FTE above budgeted *average* FTE of 7,929.

Running Start, Open Doors and Alternative Learning FTE are shown as separate line items.

Exhibit B shows the changes in average FTE enrollment, as reported to SPI, since 2003-04. Exhibit B reflects the history of our actual state funding level of FTE.

Exhibit C is a restatement of enrollment from 2003-04 for comparability.

Kindergarten is restated based on headcount rather than FTE due to the state funding formula changes. All day kindergarten at Columbia has been BEA funded since 2007-08. All day kindergarten at Lewis & Clark, Lincoln, and Mission View has been BEA funded since 2008-09. Newbery Elementary has been BEA funded since 2013-14. Washington Elementary ADK is newly state funded for 2015-16.

The current Wenatchee Valley Technical Skills Center counts for grades 9-12 have been included in years prior to 09-10 for comparability. As a branch campus, Moses Lake enrollment is excluded from Wenatchee's count.

Exhibit D is a comparison of student FTE by school and by grade level for the current month and the same month in the prior year (2014-15).

Exhibit E shows the monthly information in graphic form, with a comparison to last year's (2014-15) actual enrollment and 2015-16 budgeted numbers.

WENATCHEE SCHOOL DISTRICT NO. 246
 Monthly Average FTE Enrollment 2015-16 School Year

GRADE	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	2015-16 AVG to BUD		
											AVERAGE	BUDGET	DIFFERENCE
KINDERGARTEN:	21.00	22.00	22.00	21.50	21.00	19.50					21.17	21	0.17
All-day Kinderg:	516.77	527.05	533.03	533.03	529.03	535.03					528.99	523	5.99
FIRST	591.00	602.00	604.00	601.00	595.00	595.00					598.00	569	29.00
SECOND	579.00	584.00	579.00	577.00	576.00	580.00					579.17	592	-12.83
THIRD	548.00	548.00	545.00	545.00	546.00	550.99					547.17	548	-0.84
FOURTH	593.00	596.00	595.00	596.00	592.00	593.00					594.17	588	6.17
FIFTH	547.00	546.00	545.00	547.00	543.00	541.00					544.83	545	-0.17
SIXTH	555.79	557.63	553.46	552.04	555.94	556.40					555.21	555	0.21
SEVENTH	522.21	528.79	525.32	530.06	530.06	535.48					528.65	535	-6.35
EIGHTH	584.96	586.96	586.96	586.96	586.96	586.66					586.58	576	10.58
NINTH	629.60	633.00	629.00	627.80	623.70	622.20					627.55	633	-5.45
TENTH	611.58	613.83	608.63	600.37	599.30	599.89					605.60	574	31.60
ELEVENTH	546.65	551.46	547.12	547.63	548.68	545.91					547.91	529	18.91
TWELFTH	574.45	585.90	573.67	564.63	560.10	547.53					567.71	550	17.71
Kindergarten	537.77	549.05	555.03	554.53	550.03	554.53					550.16	544	6.16
GRADES 1-5	2858.00	2876.00	2868.00	2866.00	2852.00	2859.99					2863.33	2,842	21.33
GRADES 6-8	1662.96	1673.38	1665.74	1669.06	1672.96	1678.54					1670.44	1,666	4.44
GRADES 9-12	2362.28	2384.19	2358.42	2340.43	2331.78	2315.53					2348.77	2,286	62.77
K-12 Subt:	7421.01	7482.62	7447.19	7430.02	7406.77	7408.59					7432.70	7,338	94.70
Running Start		158.52	156.93	150.99	158.47	160.80					157.14	175	-17.86
Open Doors	61.00	96.20	106.20	99.20	96.20	117.07					95.98	140	-44.02
Alternative	237.07	246.83	261.77	258.76	251.06	242.34					249.64	276	-26.36
TOTAL	7,719.08	7,984.17	7,972.09	7,938.97	7,912.50	7,928.80					7,935.46	7,929	6.46

Exhibit A

WENATCHEE SCHOOL DISTRICT NO. 246

Yearly Average FTE Enrollment 2003-04 to Present

GRADE	2003-04	2004-05	2005-06	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16
KINDERGARTEN	293.44	281.17	294.44	325.23	256.86	116.96	122.84	112.17	133.51	116.35	76.00	80.90	21.17
ALL DAY KINDER					79.00	323.67	337.56	345.67	363.68	335.50	437.61	429.60	528.99
FIRST	546.47	597.44	551.22	583.11	639.86	591.49	571.00	587.64	542.76	617.63	575.55	620.01	598.00
SECOND	485.33	541.56	576.22	546.18	582.82	614.54	585.44	550.85	563.55	541.33	613.44	557.85	579.17
THIRD	572.78	502.93	532.89	577.61	517.25	576.33	618.96	588.12	545.74	549.19	566.04	606.64	547.17
FOURTH	533.35	583.44	493.07	522.99	574.31	529.02	569.18	614.14	576.66	536.59	546.98	571.30	594.17
FIFTH	534.11	555.03	593.47	486.97	531.43	578.29	536.22	560.76	607.33	573.57	544.19	560.36	544.83
SIXTH	582.24	550.39	557.45	620.13	510.27	559.34	622.04	549.62	590.30	649.06	589.00	543.32	555.21
SEVENTH	613.66	589.08	560.45	548.39	612.88	516.99	576.10	617.67	545.57	606.48	654.62	584.36	528.65
EIGHTH	549.04	611.02	588.62	554.19	539.08	613.53	539.12	574.79	625.61	552.01	620.59	644.19	586.58
NINTH	694.60	726.00	773.57	651.42	604.75	599.07	630.85	561.78	584.60	652.18	548.75	619.92	627.55
TENTH	538.87	487.57	504.76	620.21	596.66	569.28	548.37	611.61	545.59	570.70	620.98	553.04	605.60
ELEVENTH	504.28	534.76	488.48	524.59	569.84	527.16	591.15	593.50	625.30	562.71	568.94	573.12	547.91
TWELFTH	370.92	355.74	378.50	384.40	465.71	511.17	674.92	690.73	659.13	665.68	583.40	594.84	567.71
KINDERGARTEN	293.44	281.17	294.44	325.23	335.86	440.63	460.40	457.84	497.19	451.85	513.61	510.50	550.16
GRADES 1-5	2672.04	2780.40	2746.87	2716.86	2845.67	2889.67	2880.80	2901.51	2836.04	2818.31	2846.20	2916.16	2863.33
GRADES 6-8	1744.94	1750.49	1706.52	1722.71	1662.23	1689.86	1737.26	1742.08	1761.48	1807.55	1864.21	1771.87	1670.44
GRADES 9-12	2108.67	2104.07	2145.31	2180.62	2236.96	2206.68	2445.29	2457.62	2414.62	2451.27	2322.07	2340.92	2348.77
Total K-12	6819.09	6916.13	6893.14	6945.42	7080.72	7226.84	7523.75	7559.05	7509.33	7528.98	7546.09	7539.45	7432.70
Running Start	73.87	82.79	96.61	101.59	86.18	128.56	140.00	138.52	138.34	133.51	125.55	172.90	157.14
Skill Source/Open Door											89.23	89.98	95.98
Alternative													249.64
TOTAL	6892.96	6998.92	6989.75	7047.01	7166.90	7355.40	7663.75	7697.57	7647.67	7662.49	7760.87	7,802.33	7,935.46
Percent Change		1.5%	-0.1%	0.8%	1.7%	2.6%	4.2%	0.4%	-0.6%	0.2%	1.3%	0.5%	1.7%

Exhibit B

WENATCHEE SCHOOL DISTRICT NO. 246

(** Restated for All Day Kindergarten and Tech Center for comparability)

Yearly Average FTE Enrollment 2003-04 to Present

GRADE	2003-04	2004-05	2005-06	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16
KINDERGARTEN	586.88	562.34	588.88	650.46	592.72	557.59	583.23	570.01	630.70	568.20	589.61	591.40	571.32
FIRST	546.47	597.44	551.22	583.11	639.86	591.49	571.00	587.64	542.76	617.63	575.55	620.01	598.00
SECOND	485.33	541.56	576.22	546.18	582.82	614.54	585.44	550.85	563.55	541.33	613.44	557.85	579.17
THIRD	572.78	502.93	532.89	577.61	517.25	576.33	618.96	588.12	545.74	549.19	566.04	606.64	547.17
FOURTH	533.35	583.44	493.07	522.99	574.31	529.02	569.18	614.14	576.66	536.59	546.98	571.30	594.17
FIFTH	534.11	555.03	593.47	486.97	531.43	578.29	536.22	560.76	607.33	573.57	544.19	560.36	544.83
SIXTH	582.24	550.39	557.45	620.13	510.27	559.34	622.04	549.62	590.30	649.06	589.00	543.32	555.21
SEVENTH	613.66	589.08	560.45	548.39	612.88	516.99	576.10	617.67	545.57	606.48	654.62	584.36	528.65
EIGHTH	549.04	611.02	588.62	554.19	539.08	613.53	539.12	574.79	625.61	552.01	620.59	644.19	586.58
NINTH	694.60	726.00	773.57	651.42	604.75	599.07	630.85	561.78	584.60	652.18	548.75	619.92	627.55
TENTH	553.54	502.24	519.43	634.88	611.33	583.95	548.37	611.61	545.59	570.70	620.98	553.04	605.60
ELEVENTH	605.71	636.19	589.91	626.02	671.27	628.59	591.15	593.50	625.30	562.71	568.94	573.12	547.91
TWELFTH	451.24	436.06	458.82	464.72	546.03	591.49	674.92	690.73	659.13	665.68	583.40	594.84	567.71
KINDERGARTEN	586.88	562.34	588.88	650.46	592.72	557.59	583.23	570.01	630.70	568.20	589.61	591.40	571.32
GRADES 1-5	2672.04	2780.40	2746.87	2716.86	2845.67	2889.67	2880.80	2901.51	2836.04	2818.31	2846.20	2916.16	2863.33
GRADES 6-8	1744.94	1750.49	1706.52	1722.71	1662.23	1689.86	1737.26	1742.08	1761.48	1807.55	1864.21	1771.87	1670.44
GRADES 9-12	2305.09	2300.49	2341.73	2377.04	2433.38	2403.10	2445.29	2457.62	2414.62	2451.27	2322.07	2340.92	2348.77
Total K-12	7308.95	7393.72	7384.00	7467.07	7534.00	7540.22	7646.58	7671.22	7642.84	7645.33	7622.09	7620.35	7453.87
Alternative Learning													249.64
Skill Source / Open Door											89.23	89.98	95.98
Running Start	73.87	82.79	96.61	101.59	86.18	128.56	140.00	138.52	138.34	133.51	125.55	172.90	157.14
TOTAL	7382.82	7476.51	7480.61	7568.66	7620.18	7668.78	7786.58	7809.74	7781.18	7778.84	7836.87	7883.23	7956.63
Percent Change		1.3%	0.1%	1.2%	0.7%	0.6%	1.5%	0.3%	-0.4%	0.0%	0.7%	0.6%	0.9%

** Kindergarten counts are converted to Headcount

Tech Center counts are added to grades 9-12 counts in prior years

Tech Center 9th grade	0.00
10th grade	14.67
11th grade	101.43
12th grade	80.32
Total	196.42

Exhibit C

WENATCHEE SCHOOL DISTRICT NO. 246				Current Month 2015-16 FTE Comparison to same month 2014-15				
School	February 2015	February 2016	increase (decrease)	Grade	February 2015	February 2016	increase (decrease)	
Columbia	467	475	8	K	80	27	-53	Washington Elem ADK
Lewis & Clark	466	474	8	ADK	424	535	111	
Lincoln	511	506	-5	1	614	608	-6	
Mission View	528	528	0	2	561	601	40	
Newbery	512	529	17	3	603	564	-39	
Sunnyslope	285	288	3	4	567	605	38	
Washington Elementary	550	615	65	5	564	561	-3	
	3,318	3,415	96		3,412	3,501	89	
Foothills	606	628	23	6	541	568	26	
Orchard	406	393	-14	7	587	547	-40	
Pioneer	711	658	-53	8	645	598	-47	
Middle Schools	1,722	1,679	-44		1,773	1,712	-61	
WHS	1,897	1,959	62	9	625	645	20	
WSHS	248	244	-3	10	556	624	68	
High Schools	2,145	2,204	59	11	576	557	-19	
				12	609	612	4	
Skill Source	6	8	2		2,366	2,438	72	
Skill Source/Open Door	98	97	-1					
Open Doors/Grad Alliance	0	20	20	Total Regular	7,551	7,651	100	
Valley Academy	164	150	-15					
WVTech Ctr	195	196	2					
Other Enrollment	463	471	8	ALE	N/A	**		
				Open Door	98	117	19	
Subtotal Enrollment	7,649	7,768	119	Running Start	177	161	-16	
Running Start	177	161	-16		7,826	7,929	103	
Total Enrollment	7,826	7,929	103					** ALE not separated for comparison to 2014-15. SPI created this for 2015-16
Juvenile Detention Center	17	8	-9					
Special Ed	883	926	43					
Exhibit D								

Enrollment 15-16

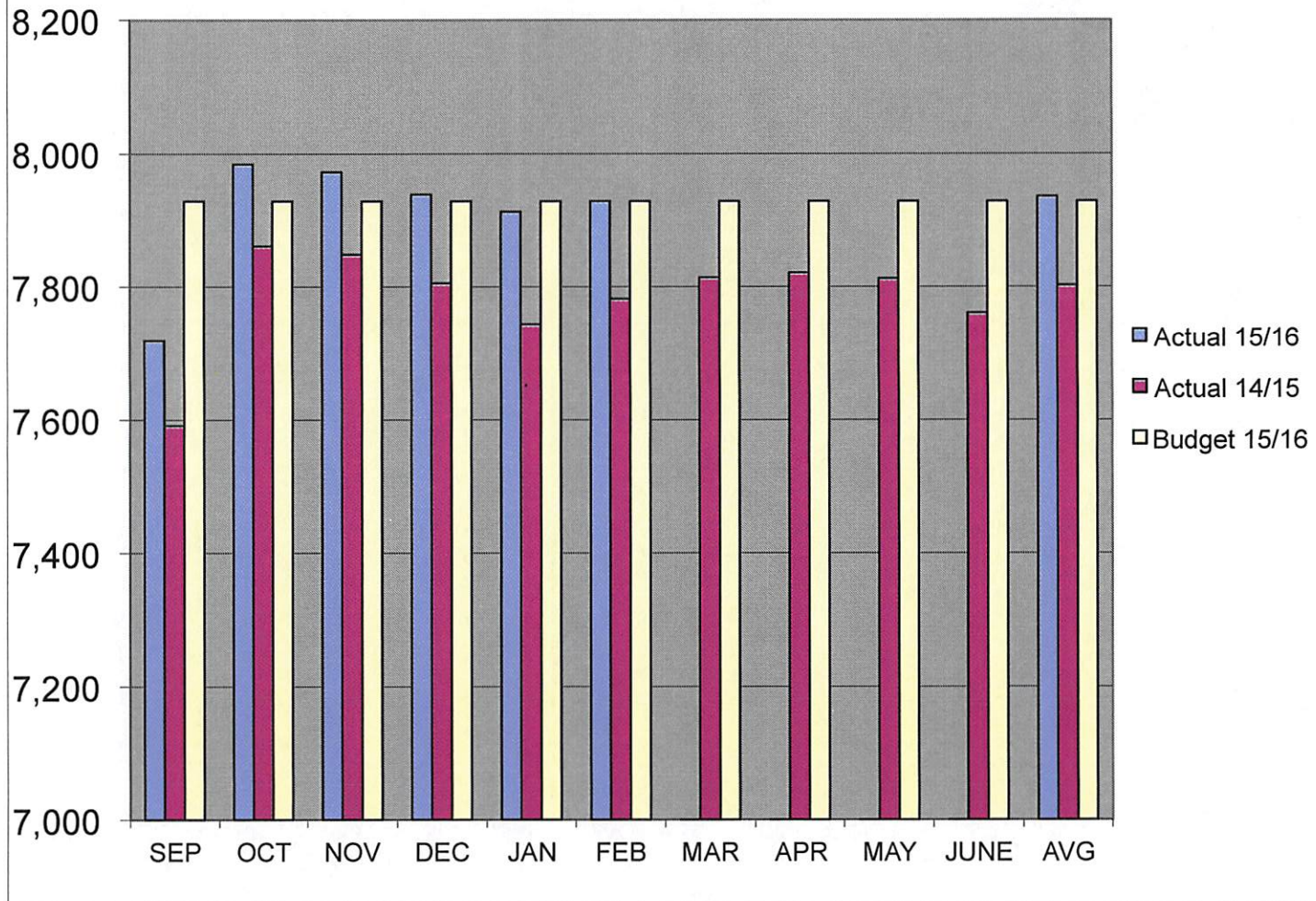


Exhibit E

	26 KINDER		26 GRADE 1		27 GRADE 2		27 GRADE 3		29 GRADE 4		29 GRADE 5		
	#	#	#	#	#	#	#	#	#	#	#	#	
Columbia	Holland	24	Anspach, J	20	Bentsen, Carolyn B	21	Heffron, Rebecca (mixed)	23	Avila, Dahlia (mixed)	26	Cline, Gretchen	22	FTE 475.03 Head
	Ryan-Kelzenberg (Shel)	20	Lara B	24	Card-Roley, Laurie	19	Kniveton, Jenifer	26	Siepmann/Smith	27	Haug, Alison (mixed)	23	
	Martinez, Maggie B	19	Ellis, Joe	19	Vanatta (Shelt'd)	20	Lemus, Anyssa	25	Hetterlie, Rachel	27	Weaver, Katie	23	
	Wiggins Speech Only	1	Lopez, Lizbeth B	23	Weaver, Ryan	20							
		88		86		80		74		80		68	
Lewis & Clark	Jarvis, Oliva B	21	Gonzalez, Maria/Colins, Alan	22	Kunkel, Mirna B	22	Brandt, Theresa	24	Jagla, Angie	25	Boyle, Heidi	21	FTE 474.00 Head
	Springer, Megan	23	McGuire, Ana	22	Lopez, Oralia	23	De La Mora B	25	Lopez, Daniz B	24	Sanchez, Juan	22	
	Steitz, Lisa	20	Navarro, Nancy B	22	Luna, Itzia B	22	Everson, Ginger	25	Martinez, Eva	25	Sleeper, Tracie B	22	
	Yanez, Carmen B	20	Solis, Andelita B	23	Schmidt, Desiree	21							
		84		89		88		74		74		65	
Lincoln	Clive	23	Blankenship B	23	McKee	22	Heinz	18	Gaytley	17	Bullis	28	FTE 506.00 Head
	Charles	24	Hurt (Shelt'd)	21	Rodriguez B	23	Mason	19	Guerrero	18	Ferson	29	
	Gonsalez B	19	Pattison	17	Schmidt	22	Nelson	19	Mahler	16	Nicpan-Brown	27	
	Smith (Shelt'd)	22	Robins	19	Wilson B	23	Williams B	19	Parr B	19			
	SpEd Noble	2	SpEd Noble	2	SpEd Noble	3	SpEd McFarland	3	SpEd McFarland	5	SpEd McFarland	4	
	90		82		93		78		75		88	506	
Mission View	Hepton, Tiffany	24	Berdine, Mary	23	Christensen, Jen B	17	Bonniwell, Laurie	20	Avila, Armando B	24	Alto, Angie B	25	FTE 528.00 Head
	Martinez, Lupe B	25	Chang Marr, Maria B	24	Hill, Carol	18	Brown/Luebber	20	Avila, Mario B	23	Douglass, Lisa	25	
	Orozco Blanco, Eliza B	22	Montalvo, Patricia B	25	Martinez, Brandy	17	Chavez, Gabriela B	20	Lewis, Lisa	24	Hall, Andrew	24	
	Porter, Suzanne	24	O'Banion, Heidi	24	Yanez, Socorro B	15	Savage, Tamara	20	Morgan, Coni	22	Phelps, Theresa	23	
		95		96		67		80		93		97	
Newbery	Cannan, Eric	1	Cannan, Eric	2	Cannan, Eric	5	Brooks, Ingrid B	22	Keeene, Stephanie	23	Gilstrap, Katy	26	FTE 529.00 Head
	Fischer, Leticia	21	Arneson, Imelda B	18	Baker, Debra	23	Crollard, Debbie	22	Peterson, Tracy	24	Kniveton, Kyle B	25	
	Reyna-Smith, Soyla	21	McLaughlin, Lori	22	Dundas, Cheri	24	Gutierrez-Zamora B	21	Schott, Robert B	24	London, Flora	26	
	Vivanco, Matilde B	19	Mickey, Ashley	22	Hendrickson, Cyndi	25	Preuss, Austin	21	Stubbe, Stephanie	25			
	Wise, Jill	23	Woolsey, Tami	22	Page, Brooke B	18	Cannan, Eric	2	Cannan, Eric	2			
	85		86		95		88		98		77	529	
Sunnyslope	Ferrians, S	21	Jansen, K	23	Howard, J	26	Dalbeck, A	30	Loomis, M	31	King/Morgan	25	FTE 287.50 Head
	Lund, J	18	Martin, P	24	Norwood/Gale	26	Peterson, L	28	Baier, E	31	Lammert, A	24	
		39		47		52		58		62		49	
Washington	Arredondo	23	Garcia/Wilkens	27	Anguiano	25	Bucholz	25	Detwiler	27	Christensen	24	FTE 614.99 Head
	Connor	21	Knell	28	Clayson	25	McGinnis	24	Gillespie	28	Parr	25	
	Hannah	24	Larsen	27	Huson	28	Reinfeld	22	Johnson	28	Roche	24	
	Lake	23	Oitman	27	Lewis, D	27	Williams	24	Lyon	27	Walsh	22	
	SpEd Cannan	2	SpEd Cannan		SpEd Cannan		SpEd Cannan	1	SpEd Cannan	0	SpEd Lyon Cannan	1	
	SpEd Ptolemy	1			SpEd Ptolemy		SpEd Ptolemy	3	SpEd Ptolemy	1	SpEd Ptolemy	1	
		94		109		105		99		111		97	
TOTAL FTE												3414.52	
TOTAL Head Count												3435	
Special Ed Count												6	
Average Class size												24.32	

B = Bilingual
D = Dual Language

	26 KINDER		26 GRADE 1		27 GRADE 2		27 GRADE 3		29 GRADE 4		29 GRADE 5		
	#	#	#	#	#	#	#	#	#	#	#		
Columbia	Holland	22	Anspach, J	20	Bentsen, Carolyn	21	Heffron, Rebecca (mixed)	19	Avila, Dahlia (mixed)	25	Cline, Gretchen	21	
	Ryan-Kelzenberg (Shel)	18	Lara B	24	Card-Roley, Laurie	18	Kniveton, Jenifer	26	Siepmann/Smith	26	Haug, Alison (mixed)	23	FTE
	Martinez, Maggie B	20	Ells, Joe	19	Vanatta (Shelt'd)	19	Lemus, Anyssa	25	Hetterle, Rachel	26	Weaver, Katie	23	460.03
	Wiggins	24	Lopez, Lizbeth B	23	Weaver, Ryan	18							Head
	Speech Only	1											
		85		86		76		70		77		67	461
Lewis & Clark	Jarvis, Oliva B	19	Gonzalez, Maria/Colins, Alan	21	Kunkel, Mirna B	21	Brandt, Theresa	24	Jagla, Angie	25	Boyle, Heidi	21	
	Springer, Megan	22	McGuire, Ana	21	Lopez, Oralia	22	De La Mora B	25	Lopez, Daniz B	22	Sanchez, Juan	22	FTE
	Steitz, Lisa	20	Navarro, Nancy B	22	Luna, Itzia B	23	Everson, Ginger	24	Martinez, Eva	24	Sleeper, Tracie B	22	464.00
	Yanez, Carmen B	20	Solis, Andelita B	22	Schmidt, Desiree	22							Head
		81		86		88		73		71		65	464
Lincoln	Clive	23	Blankenship B	23	McKee	22	Heinz	16	Gaytley	17	Bullis	27	
	Charles	24	Hurt (Shelt'd)	21	Rodriguez B	22	Mason	20	Guerrero	19	Ferson	29	FTE
	Gonsalez B	16	Pattison	18	Schmidt	21	Nelson	19	Mahler	18	Nicpan-Brown	27	503.00
	Smith (Shelt'd)	22	Robins	19	Wilson B	21	Williams B	20	Parr B	19		4	
	SpEd Noble	2	SpEd Noble	2	SpEd Noble	3	SpEd McFarland	4	SpEd McFarland	5	SpEd McFarland		Head
		87		83		89		79		78		87	503
Mission View	Hepton, Tiffany	24	Berdine, Mary	23	Christensen, Jen B	17	Bonniwell, Laurie	20	Avila, Armando B	24	Alto, Angie B	24	
	Martinez, Lupe B	25	Chang Marr, Maria B	24	Hill, Carol	18	Brown/Luebber	20	Avila, Mario B	23	Douglass, Lisa	25	FTE
	Orozco Blanco, Eliza B	22	Montalvo, Patricia B	25	Martinez, Brandy	17	Chavez, Gabriela B	20	Lewis, Lisa	24	Hall, Andrew	24	530.00
	Porter, Suzanne	23	O'Banion, Heidi	24	Yanez, Socorro B	17	Savage, Tamara	20	Morgan, Coni	23	Phelps, Theresa	24	Head
		94		96		69		80		94		97	530
Newbery	Cannan, Eric	1	Cannan, Eric	2	Cannan, Eric	5	Brooks, Ingrid B	22	Keeene, Stephanie	23	Gilstrap, Katy	27	
	Fischer, Leticia	23	Arneson, Imelda B	20	Baker, Debra	23	Crollard, Debbie	21	Peterson, Tracy	24	Kniveton, Kyle B	26	FTE
	Reyna-Smith, Soyla	22	McLaughlin, Lori	22	Dundas, Cheri	25	Gutierrez-Zamora B	21	Schott, Robert B	24	London, Flora	27	541.00
	Vivanco, Matilde B	20	Mickey, Ashley	22	Hendrickson, Cyndi	25	Preuss, Austin	22	Stubbe, Stephanie	25			Head
	Wise, Jill	24	Woolsey, Tami	22	Page, Brooke B	19	Cannan, Eric	2	Cannan, Eric	2			541
		90		88		97		88		98		80	
Sunnyslope	Ferrians, S	21	Jansen, K	24	Howard, J	26	Dalbeck, A	28	Loomis, M	31	King/Morgan	26	FTE
	Lund, J	21	Martin, P	25	Norwood/Gale	25	Peterson, L	29	Baier, E	30	Lammert, A	24	289.00
		42		49		51		57		61		50	Head
													310
Washington	Arredondo	23	Garcia/Wilkens	25	Anguiano	25	Bucholz	25	Detwiler	28	Christensen	24	
	Connor	21	Knell	28	Clayson	25	McGinnis	24	Gillespie	28	Parr	25	FTE
	Hannah	23	Larsen	27	Huson	28	Reinfeld	22	Johnson	28	Roche	24	615.00
	Lake	23	Oltman	27	Lewis, D	28	Williams	24	Lyon	28	Walsh	22	Head
	SpEd Cannan	1	SpEd Cannan		SpEd Cannan		SpEd Cannan	1	SpEd Cannan	0	SpEd Lyon Cannan	1	615
	SpEd Ptolemy	2			SpEd Ptolemy		SpEd Ptolemy	3	SpEd Ptolemy	1	SpEd Ptolemy	1	
		93		107		106		99		113		97	
	TOTAL FTE												3402.03
	TOTAL Head Count	572		595		576		546		592		543	3424
	Special Ed Count	7		4		8		10		8		2	
	Average Class size	21.73		22.73		21.85		22.33		24.33		24.59	

B - Bilingual
D - Dual Language

February 2016

2015-2016 Enrollment

Official Count Day

	K	FTE	1	FTE	2	FTE	3	FTE	4	FTE	5	FTE	Head Total	FTE Total
Columbia	88	87.03	86	86.00	80	80.00	74	74.00	80	80.00	68	68.00	476	475.03
Lewis & Clark	84	84.00	89	89.00	88	88.00	74	74.00	74	74.00	65	65.00	474	474.00
Lincoln	90	90.00	82	82.00	93	93.00	78	78.00	75	75.00	88	88.00	506	506.00
Mission View	95	95.00	96	96.00	67	67.00	80	80.00	93	93.00	97	97.00	528	528.00
Newbery	85	85.00	86	86.00	95	95.00	88	88.00	98	98.00	77	77.00	529	529.00
Sunnyslope	39	19.50	47	47.00	52	52.00	58	58.00	62	62.00	49	49.00	307	287.50
Washington	94	94.00	109	109.00	105	105.00	99	98.99	111	111.00	97	97.00	615	614.99
Total	575	554.53	595	595.00	580	580.00	551	550.99	593	593.00	541	541.00	3435	3414.52
	6		7		8									
Foothills	214	212.86	201	200.70	216	214.80							631	628.36
Orchard	143	143.00	123	122.47	128	127.15							394	392.62
Pioneer	201	200.54	213	212.31	245	244.71							659	657.56
Total	558	556.40	537	535.48	589	586.66							1684	1678.54
	9		10		11		12							
WHS	617	615.40	566	559.60	456	386.60	465	397.80					2104	1959.40
WSHS	11	11.00	32	30.22	75	69.08	143	134.08					261	244.38
Total	628	626.40	598	589.82	531	455.68	608	531.88					2365	2203.78
	9		10		11		12							
Skillsource	1	1.00	7	7.00	0	0.00	0	0.00					8	8.00
	K		1		2		3		4		5			
Valley Academy	15	7.50	14	13.05	21	20.95	14	12.95	13	12.02	21	19.60		
	6		7		8		9		10					
	12	11.14	14	11.18	12	11.32	19	17.44	15	12.52			170	149.67
Special Ed-Bldg 511													0	0.00
	9		10		11		12							
WVTSC	0	0.00	0	14.67	51	101.43	48	80.32					99	196.42
Running Start													182	160.80
													7943	7811.73
Open Doors - Skillsource	0	0.00	4	4.00	32	31.87	62	61.20					98	97.07
Open Doors - Grad Alliance	0	0.00	0	0.00	1	1.00	19	19.00					20	20.00
	0	0.00	4	4.00	33	32.87	81	80.20					118	117.07
													8061	7928.80
Juvenile Detention Center													8	8.00
Special Education	Age	FTE	Age	FTE	Age	FTE							926	926.00
	0-2	56.00	3-5	73.00	K-21	797.00								

Wenatchee School District No. 246
MEMORANDUM

To: Wenatchee School Board
Brian Flones, Superintendent

From: Les Vandervort, Chief Financial Officer

Date: February 17, 2016

Re: **January 31, 2016 Budget Status Report**

GENERAL FUND With **42%** of the fiscal year elapsed, Total General Fund revenues were **39.9%** and expenditures were **38.9%** of budgeted amounts, respectively.

General Fund Total Fund Balance at January 31, 2016 is **\$11,570,669** (12.89%).
Total Fund Balance at December 31, 2015 was **\$12,096,979** (14.54%).

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 year.

CAPITAL PROJECTS FUND The Month Ending Fund Balance is **\$35,247,253**.

WSD received an anonymous donation of \$1,000,000 to refurbish the district's baseball field at Rec Park. Construction work continues for the Washington and Lincoln Elementary projects. Phase II (Wenatchee High School and other projects) planning is in process. WSD has purchased property for future expansion of the Wenatchee Valley Technical Skills Center. Awaiting results of Phase I environmental testing.

DEBT SERVICE FUND The Month Ending Fund balance of **\$1,204,961** is reserved 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 2016 collection is \$5,400,000.

ASB FUND Revenues are **53.2%** of the amount budgeted for the year. Expenditures are **27.7%** of budget.
The Total Month Ending Fund Balance is **\$654,108**.

TRANSPORTATION VEHICLE FUND The Month Ending fund balance is **\$192,340**. Bus purchases are made only when funds are actually received by the district. Two (2) new buses were received this past summer. Current 2015-16 fund balance will allow for one (1) new bus.

Wenatchee School District No. 246

General Fund

Budget Status Report

January 31, 2016

42% of Year Elapsed

	Annual Budget	Actual For Year	Rec'd/Spent
Revenues/Other Financing Sources			
1000 Local Taxes	11,647,880	5,070,045	43.5%
2000 Local Nontax	1,791,512	1,062,284	59.3%
3000 State, General Purpose	54,026,618	22,227,908	41.1%
4000 State, Special Purpose	12,985,283	4,822,168	37.1%
5000 Federal, General Purpose	390,000	0	0.0%
6000 Federal, Special Purpose	8,430,499	2,500,262	29.7%
7000 Revenues fr Other Dists	27,000	12,103	44.8%
8000 Revenues fr Other Agencies	95,000	17,050	17.9%
9000 Other Financing Sources	0		
Total Revenues/Other Sources	89,393,792	35,711,820	39.9%
Expenditures			
00 Regular Instruction	49,159,026	19,307,434	39.3%
20 Special Ed Instruction	8,860,526	3,729,077	42.1%
30 Vocational Instruction	2,901,564	1,165,284	40.2%
40 Skill Ctr / Voc-Tec Instruction	1,452,280	492,398	33.9%
50/60 Compensatory Instruction	8,927,134	3,000,126	33.6%
70 Other Instructional Program	1,243,106	467,611	37.6%
80 Community Support	734,611	228,089	31.0%
90 Support Services	16,480,267	6,537,503	39.7%
Total Expenditures	89,758,514	34,927,522	38.9%
Excess of Revenues / Other Sources Over (Under) Expenditures	-364,722	784,298	
Operating Trans Out to TVF, DSF and CPF	-1,131,000	-631,000	
Total Beginning Fund Balance	11,500,000	11,417,371	
Total Ending Fund Balance	10,004,278	11,570,669	12.89%
821 Restricted for Carryovers	750,000	401,363	
825 Restricted for Skill Center	300,000	477,799	
840 Nonspendable for Inventory	35,000	34,683	
870 Committed to Other Purposes (unemployment)	219,743	179,956	
884 Assigned to Capital Projects	950,000	320,000	
888 Assigned to Other Purposes	552,000	552,000	
891 Unassigned Minimum Fund Balance	4,502,700	4,487,926	5.00%
890 Unassigned Fund Balance	2,694,835	5,116,942	5.70%

Wenatchee School District No. 246

Capital Projects Fund

Budget Status Report

January 31, 2016

42% of Year Elapsed

	Annual Budget	Actual For Year	Percent Rec'd/Spent
Revenues/Other Financing Sources			
1000 Local Taxes			0.0%
2000 Local Nontax	217,501	54,296	25.0%
3000 State, General Purpose			
4000 State, Special Purpose	15,400,000	57,815	0.4%
5000 Federal, General Purpose			
6000 Federal, Special Purpose			
7000 Revenues fr Other Dists			
8000 Revenues fr Other Agencies	59,411		
9000 Other Financing Sources	1,131,000	631,000	
Total Revenues/Other Sources	16,807,912	743,111	4.4%
Expenditures			
10 Sites	12,431,000		0.0%
20 Buildings	55,274,000	11,884,408	21.5%
30 Equipment	5,913,000	80,805	1.4%
40 Energy	15,026		
50 Sales & Lease Equipment			
60 Bond Issuance Expenditure	123,000	356	
90 Debt			
Total Expenditures	73,756,026	11,965,569	16.2%
Transfers in (out)	0	0	
Excess of Revenues / Other Sources Over (Under) Expenditures	-56,948,114	-11,222,458	
Total Beginning Fund Balance	57,124,990	46,469,711	
Total Ending Fund Balance	176,876	35,247,253	

Wenatchee School District No. 246

Debt Service Fund

Budget Status Report

January 31, 2016

42% of Year Elapsed

	Annual Budget	Actual For Year	Percent Rec'd/Spent
Revenues/Other Financing Sources			
1000 Local Taxes	\$ 5,405,840	2,379,903	44.0%
2000 Local Nontax	4,000	1,763	44.1%
3000 State, General Purpose			
5000 Federal, General Purpose			
6000 Federal, Special Purpose			
9000 Other Financing Sources			
Total Revenues/Other Sources	5,409,840	2,381,666	44.0%
Expenditures			
Matured Bond Expenditures	1,880,000	1,880,000	100.0%
Interest on Bonds	3,490,888	1,763,806	50.5%
Interfund Loan Interest			
Bond Transfer Fees	50,000		0.0%
Arbitrage Rebate			
Total Expenditures	5,420,888	3,643,806	67.2%
Other Financing Uses	0		
Excess of Revenues / Other Sources Over (Under) Expenditures	-11,048	-1,262,140	
Total Beginning Fund Balance	2,273,952	2,467,101	
Total Ending Fund Balance	\$ 2,262,904	\$ 1,204,961	

Wenatchee School District No. 246

Budget Status Report
January 31, 2016

Associated Student Body Fund

42% of Year Elapsed

	Annual Budget	Actual For Year	Percent Rec'd/Spent
Revenues/Other Financing Sources			
1000 General Student Body	151,812	124,651	82.1%
2000 Athletics	152,087	129,651	85.2%
3000 Classes	28,751	6,323	22.0%
4000 Clubs	496,935	194,980	39.2%
6000 Private Moneys	47,356	11,087	23.4%
Total Revenues	876,941	466,692	53.2%
Expenditures			
1000 General Student Body	108,526	29,552	27.2%
2000 Athletics	234,565	82,340	35.1%
3000 Classes	18,351	8,759	47.7%
4000 Clubs	544,565	139,641	25.6%
6000 Private Moneys	45,900	3,422	7.5%
Total Expenditures	951,907	263,714	27.7%
Excess of Revenues / Other Sources Over (Under) Expenditures	-74,966	202,978	
Total Beginning Fund Balance	550,000	451,130	
Total Ending Fund Balance	475,034	654,108	

Wenatchee School District No. 246

Budget Status Report
January 31, 2016

Transportation Vehicle Fund

42% of Year Elapsed

	Annual Budget	Actual For Year	Percent Rec'd/Spent
Revenues/Other Financing Sources			
1000 Local Taxes			
2000 Local Nontax	500	160	32.0%
3000 State, General Purpose			
4000 State, Special Purpose	200,000		0.0%
8000 Revenues fr Other Agencies			
9000 Other Financing Sources			
Operating Transfers In from Gen Fund			
Total Revenues/Other Sources	200,500	160	0.1%
Program 92 DEBT SERVICE			
Act 82 Warrant Interest			
Act 83 Other Interest			
Act 84 Debt			
Act 85 Arbitrage Rebate			
Program 99 PUPIL TRANSPORTATION			
Act 33 Cash Purch/Rebuild Buses	392,650		0.0%
Act 34 Contract Purchase/Rebuild			0.0%
Total Expenditures	392,650	0	0.0%
Operating Transfers Out to DSF			
Excess of Revenues / Other Sources Over (Under) Expenditures			
	-192,150	160	
Total Beginning Fund Balance	192,150	192,180	
Total Ending Fund Balance	0	192,340	