



SCHOOL BOARD MEETING

March 08, 2016

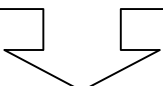
WSD District Office

AGENDA

6:00 p.m. Regular Board Meeting

	Time
I. PLEDGE OF ALLEGIANCE	
II. CONSENT AGENDA	02 Min
1. Minutes of Board Workshop 2/16/16 & Board Mtg. 2/23/16	Action 1+
2. Personnel Report	Action 2+
3. Vouchers	Action 3+
4. Contracts	Action 4+
5. Surplus Report	Action 5+
6. Summer Sports Camps/Clinics	Action 6+
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. NEW BUSINESS:	45 Min
Phase 2 Facility Planning	Information
Long Range Facility Plan	Information
Facilities Committee Charge	Action 10 min
David Zeitlin, Senior Project Manager, Hill International	
VII. FACILITIES UPDATES:	10 Min
1) Lincoln Elementary Change Order	Action 10 min
David Zeitlin, Senior Project Manager, Hill International	
VIII. POLICY UPDATES:	05 Min
3000 Series Policy Updates	Information 05 min
Mark Helm, Executive Director of Student Services	
IX. BOARD COMMUNICATION	05 min
X. SUPERINTENDENT'S REPORT	05 min
XI. ADJOURNMENT	

SEE REVERSE
SIDE
Board Meeting
Protocol





CONSENT AGENDA



Wenatchee School District Regular Board Meeting

Minutes of February 23rd, 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.

President Talbot, 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 Robert Sealby

DISCUSSION: None

PASSED UNANIMOUSLY

Consent Agenda included:

1) Minutes

MINUTES:

2/09/16 Regular Board Meeting

2) Personnel Report

PERSONNEL REPORT PREPARED BY: Lisa Turner, HR Director:
2/23/2016 personnel report: On File

3) Vouchers/Payroll

VOUCHERS PREPARED BY:

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

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

PAYROLL: Tammy Hubensack, Director of Payroll:

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

4) Surplus Report

SURPLUS REPORT: Karen Walters, Director of Accounting: None

5) Contracts

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?
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	\$1,285 Budget Code 9700 65 7016 000	7/1/16 - 6/30/17	Dave Yancey	Yes	Yes

III. Citizens Comments

None

IV. ASB Reports

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

- Plans for Janice Frans Talent Show fundraiser underway, Kayla Forsberg is the beneficiary, she is a student at WHS.
- Spring Sports Assembly Celebration March 18th
- Town Toyota Center Assembly– Grammy winners
- TOLO Dance is coming up, the theme is Greek Row
- Spirit Week – lot’s of activities planned in March
- Mock Trial Team and Spring Sports schedules shared

WSHS: None

V. Field Trip Requests:

Jodi Smith Payne, Assistant Superintendent of Learning and Teaching introduced the advisors and students. They shared details of each of their field trips. Doug Merrill, for the Project Lead the Way students, Pete Jesling for the WVTSC field trips and Sports Medicine students Kayli Brown, Julia Jobe, and Brenda Castaneda representing the Sports Medicine trip.

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

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 Summit	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	

Added at the board meeting:
 Abbie Estep, Teacher and Advisor to Math Team
 Pioneer Middle School
 Traveling to: Microsoft Campus, Redmond, WA
 Math Counts Competition
 March 11 - 12, 2016
 4 Students/2 Adults
 They won 2nd place at regionals and are going to state competition.

Seniors Kayli Brown, Julia Jobe, and Brenda Castaneda had their case study paper accepted at the National Athletic Sports Medicine Competition, the only high school in the nation, they shared with the board their experiences and excitement about this opportunity.

MOTION MADE: Jesús Hernández made the motion to approve all of the field trips as presented by the advisors, students and Assistant Superintendent Jodi Smith Payne.

DISCUSSION: None

SECONDED: By Laura R. Jaecks

PASSED Unanimously

Board member, Jesús Hernández, made the comment that the board is currently on the task to redefine student success in the WSD. He noted that the success these senior girls are having, and the other students finding success in competition activities are the perfect example of “student success” redefined. He congratulated them all for the amount of work and time they have put in to make this happen, ‘truly amazing’, he added.

VI. Special Presentations

1) **WHS Scheduling Updates:** Principal Eric Anderson thanked the board for the opportunity to share updates with the board on the conversations and research they have had in recent months. He provided them with the following summary.
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

He also included the following for their review: An Overview of 4X4 Scheduling

Key Areas of the 4x4 Overview

- 4x4 Schedule
- Student & Teacher Impact
- Infrastructure
- Topics for further review
- Savings
- Questions

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.

Why the 4x4 Schedule?

- Considered by high school principals for three years
- Impetus for change:
 - Increased diploma requirements
 - Address student needs for intervention
 - Provide al student 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 periods schedules.
- In the typical 4x4 model:
 - The school day is divided into 4 blocks of time to include lunch and transitions.
 - Teachers are responsible for teaching 3 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

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)	Third Lunch (30 minutes)	Fourth Lunch (30 minutes)
	Block 3 Cont. (61 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

- o Allows students to focus on fewer subjects in greater depth during a school term
- o Allows students to retake failed courses during the same school year or seek opportunities to accelerate their learning
- o Allows students to take more elective courses.
- o All students can receive lunch
- o All students can earn enough credits to satisfy the advanced diploma requirements during the four years of high school
- o Provides opportunity for more students to take Dual Enrollment courses
- o Would allow for academic support opportunities without impacting on-time graduation status
- o 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
- o Creates the potential for transition issues from middle to high school

I 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.

I On the following slides you will present 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

./Credits for advanced studies diploma

./Retake courses or participate in classes that scaffold learning lessening the affect of no summer school

A/B Sample Schedule Standard Diploma Following one student Through grades 9-12 24 credits required for diploma 24 credits earned 4 elective courses	<table border="1"> <thead> <tr> <th>Grade 9</th> <th>1st Semester</th> <th>2nd Semester</th> </tr> </thead> <tbody> <tr> <td>Block 1</td> <td></td> <td>English 9 (A Day) World History I (B Day)</td> </tr> <tr> <td>Block 2</td> <td></td> <td>Lunch/Study Block</td> </tr> <tr> <td>Block 3</td> <td></td> <td>Earth Science (A Day) Algebra I (B Day)</td> </tr> <tr> <td>Block 4</td> <td></td> <td>Foreign Language I (A Day) Health & Physical Education 9 (B Day)</td> </tr> </tbody> </table>	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)
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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	<table border="1"> <thead> <tr> <th>Grade 9</th> <th>1st Semester</th> <th>2nd Semester</th> </tr> </thead> <tbody> <tr> <td>1</td> <td colspan="2">Algebra I/Algebra Lab</td> </tr> <tr> <td>2</td> <td>English 9</td> <td>World History I</td> </tr> <tr> <td>3</td> <td colspan="2">Foreign Language I Health and Physical Education 9</td> </tr> <tr> <td>4</td> <td>Earth Science</td> <td>Art Elective</td> </tr> </tbody> </table>	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
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3	Foreign Language III (A Day) AP Studio Art (B Day)															
4	Tech Ed. Elective	Journalism I														
<table border="1"> <thead> <tr> <th>Grade 12</th> <th>1st Semester</th> <th>2nd Semester</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Discrete Math</td> <td>Journalism II</td> </tr> <tr> <td>2</td> <td>Government</td> <td>English 12</td> </tr> <tr> <td>3</td> <td colspan="2">Foreign Language IV (A Day) Economics and Financial Management (B Day)</td> </tr> <tr> <td>4</td> <td colspan="2">Early Release or Course</td> </tr> </tbody> </table>	Grade 12	1 st Semester	2 nd 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		
Grade 12	1 st Semester	2 nd 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 credits. (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.

<h2>A/B Sample Schedule</h2> <p>Advanced Studies Diploma Following one student Through grades 9-12</p> <p>26 credits required for diploma</p> <p>24 credits earned during high school</p> <p>3 elective courses</p>	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 Word 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 10	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.

<h2>4x4 Sample Schedule</h2> <p>Advanced Diploma Following one student Through grades 9-12</p> <p>26 credits required for diploma</p> <p>30-32 credits earned</p> <p>4-6 elective credits</p>	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	1 st Semester	2 nd 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	1 st Semester	2 nd 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	1 st Semester	2 nd 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.

<h1>Impact: Teacher</h1>	
☞	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 come 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.

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.

Discussion points:

- Schedule to accommodate a 24 credit requirement
- 12 members on the committee
- Identify priorities in the scheduling changes
- Options of 4x4 schedule – 90 days each
- Instruction drives learning not a bell schedule
- Collecting all the information and putting out for the staff
- Looking at semester blocks
- A lot of positives, identifying them
- Challenges identified – addressing each one
- April is time of year for assessments – will 2nd block be ready for tests
- Concerns: tests results; music classes; split electives
- Many, many variations of a split 4 block schedule, we are looking at all of them
- 0 period will be available
- More opportunity for after school intervention
- Extended day is a possibility
- Ability to take electives is a positive
- A way for college exploration
- We will need additional staffing
- Important to look for the “hot spots”
- Will additional professional development be needed for the teachers
- Goal is to collect all information and reach out to teachers & ASB council and wrap it up in the next couple months

The board thanked Mr. Anderson for keeping them updated.

VII. Facilities Updates

1) Pioneer CIP – Lidig Change Order:

David Zeitlin, Senior Project Manager Hill International, presented the following to the board. Facilities Director Gregg Herkenrath was present to answer questions.

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>	<u>\$4,880,286.00</u>

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.

After discussion Mr. Zeitlin asked for approval.

MOTION MADE: Robert Sealby made the motion to approve PIO CIP Change order #8 as presented by David Zeitlin, Senior Project Manager Hill International

DISCUSSION: None

SECONDED: By Laura R. Jaecks

PASSED: Unanimously

2) Washington (WES) Change Order # 3:

David Zeitlin, Senior Project Manager Hill International, presented the following to the board. Facilities Director Gregg Herkenrath was present.

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
---	-----------------

Current Change Order	
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. After brief discussion Mr. Zeitlin asked for approval.

After discussion Mr. Zeitlin asked for approval.

MOTION MADE: Robert Sealby made the motion to approve WES Change Order #3 as presented by David Zeitlin, Senior Project Manager Hill International.

DISCUSSION: None

SECONDED: By Jesús Hernández

PASSED: Unanimously

3) ECLC CIP Change Order:

David Zeitlin, Senior Project Manager Hill International, presented the following to the board. Facilities Director Gregg Herkenrath was present for questions.

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.

Original Construction Contract Amount: \$4,664,835.84

Current Change Order	
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.

Mr. Zeitlin asked for approval.

MOTION MADE: Laura R. Jaacks made the motion to approve ECLC CIP Change Order #3 as presented by David Zeitlin, Senior Project Manager Hill International.

DISCUSSION: None

SECONDED: By Robert Sealby

PASSED: Unanimously

Mr. Zeitlin discussed Contingency Utilization for each project as follows:

**Contingency Utilization Summary
Pioneer Middle School Gym Modernization
2/23/2016**

	Tax Rate	Owner Contingency			Owner Direct Purchase		
		CPR ROM	CCD Amount Approved	Total Owner Change Order Exposure	ROM	PO Amount	Total Owner Contingency Exposure
SubTotal		\$25,463.00	\$787,589.00	\$ 813,052.00	\$ 59,500.00	\$ -	\$ 59,500.00
Contingency Budget			\$813,052.00	\$813,052.00		\$0.00	\$0.00
Remaining Contingency			\$25,463.00	\$0.00		\$0.00	
Tax Contingency			\$34,447.00	\$34,447.00		\$0.00	\$0.00
Tax Encumbered	8.40%		\$ 66,157.48	\$ 68,296.37		\$ -	\$ 4,998.00
Tax Remaining or Transfer Needed			(\$31,710.48)	(\$33,849.37)		\$0.00	(\$4,998.00)

CONTINGENCY UTILIZATION SUMMARY
Washington Elementary School Project
2/23/2016

	Tax Rate	Owner Contingency			GC/CM Contingency		
		CPR & CCD ROM	CCD Amount Approved	Total Owner Change Order Exposure	CPR & CCD ROM	CCD Amount Approved	Total GC/CM Contingency Exposure
SubTotal-Changes		\$ 477,667.00	\$181,212.00	\$ 658,879.00	\$369,674.00		\$ 369,674.00
Subtotal Bid Alternates		\$ 13,060.00	\$ 174,951	\$ 188,011.00			
Total		\$ 490,727.00	\$ 356,163.00	\$ 846,890.00	\$369,674.00	\$ -	\$ 369,674.00
Contingency Budget			\$2,252,562.00	\$2,252,562.00		\$1,114,923.00	\$1,114,923.00
Remaining Contingency			\$2,071,350.00	\$1,593,683.00		\$1,114,923.00	\$745,249.00
Tax Contingency			\$189,215.21	\$189,215.21		\$93,653.53	\$93,653.53
Tax Encumbered	8.40%		\$ 15,221.81	\$ 55,345.84		\$ -	\$ 31,052.62
Tax Remaining			\$173,993.40	\$133,869.37		\$93,653.53	\$62,600.92

CONTINGENCY UTILIZATION SUMMARY
Lincoln Elementary School Project
2/23/2016

	Tax Rate	Owner Contingency			GC/CM Contingency		
		CPR ROM	CCD Amount Approved	Total Owner Change Order Exposure	CPR ROM	CCD Amount Approved	Total GC/CM Contingency Exposure
Subtotal - Changes		\$ 17,739.00	\$ 518,540.00	\$ 536,279.00	\$ 237,266.00	\$ 39,114.00	\$ 276,380.00
Subtotal - Bid Alternates			\$ 876,168.00	\$ 876,168.00			
Total		\$ 17,739.00	\$ 1,394,708.00	\$ 1,412,447.00	\$ 237,266.00	\$ 39,114.00	\$ 276,380.00
Contingency Budget			\$1,897,478.00	\$1,897,478.00		\$884,443.00	\$884,443.00
Remaining Contingency			\$502,770.00	\$485,031.00		\$845,329.00	\$608,063.00
Tax Contingency			\$159,388.15	\$159,388.15		\$74,293.21	\$74,293.21
Tax Encumbered	8.40%		\$ 117,155.47	\$ 118,645.55		\$ 3,285.58	\$ 23,215.92
Tax Remaining			\$42,232.68	\$40,742.60		\$71,007.64	\$51,077.29

Mr. Zeitlin presented the following financial updates:

Capital Improvement Program Bond and SCAP Funding	Funding	Budget Transfer	Current Budget
	\$ 82,484,971	\$ 10,915,474	\$ 77,415,474

Project	Budget Data		
	Baseline Budget (Revised)	Budget Transfer	Current Budget
Capital Improvement Program Phase 1 Allocation			
Total Across Program	\$ 66,500,000	\$ 10,915,474	\$ 77,415,474
Capital Improvements Program (#1400)	\$ 75,000	\$ 250,000	\$ 325,000
Lincoln ES Modernization & Addition (#1413)	\$ 23,662,500	\$ 3,737,458	\$ 27,399,958
Mission View Site Improvements (#1414)	\$ 650,000	\$ 267,820	\$ 917,820
Washington ES Replacement (#1416)	\$ 29,462,500	\$ 3,558,170	\$ 33,020,670
Castle Rock - SPED Modernization (#1421)	\$ 6,100,000	\$ 1,300,000	\$ 7,400,000
Pioneer Middle School Gym Modernization (#1423)	\$ 6,550,000	\$ 436,815	\$ 6,986,815
Apple Bowl Upgrades (#1423.1)	\$ -	\$ 1,365,211	\$ 1,365,211

*Includes retainage held back
 **Includes funds transferred for W.S.S.T
 ***Includes Estimated Changes
 † Contract numbers are shown before sales tax

Phase 2 Encumbrance	Balance Remaining	Bond Allocation	OSPI /SCAP Allocation
\$ 973,237	\$ 4,096,260	\$ 66,500,000	\$ 15,984,971

Cost To Date				Construction Contract(s)†			
Cost to date Last Period	Cost this Period	Cost to Date	% Spent*	Original Construction Contract(s)	Current Construction Contract	Construction Cost to Date	% Spent on Construction to date

\$ 28,901,801	\$ 4,249,185	\$ 33,150,986	43%	\$ 54,765,481	\$ 57,245,635	\$ 23,530,067	43%
\$ 232,623	\$ 1,111	\$ 233,734	72%	NA		NA	NA
\$ 8,554,737	\$ 2,294,512	\$ 10,849,249	40%	\$ 19,445,406	\$ 20,660,963	\$ 7,810,713	38%
\$ 917,819	\$ -	\$ 917,819	100%	\$ 784,078	\$ 812,498	\$ 861,489	110%
\$ 7,964,257	\$ 1,751,893	\$ 9,716,150	29%	\$ 24,071,602	\$ 24,427,765	\$ 6,093,289	25%
\$ 4,069,579	\$ 42,945	\$ 4,112,524	56%	\$ 4,664,836	\$ 4,757,261	\$ 2,845,799	60%
\$ 5,907,284	\$ 158,724	\$ 6,066,008	87%	\$ 4,540,140	\$ 5,327,729	\$ 4,663,276	88%
\$ 1,255,502	\$ -	\$ 1,255,502	92%	\$ 1,259,419	\$ 1,259,419	\$ 1,255,501	100%

OSPI Art Allocation (Estimate)	OSPI Art Allocation (Actual)
\$ 22,641	\$ 40,000

Owner Management Reserve (OMR)			Owner Construction Contingency				
Owner Management Reserve (OMR)	OMR Transfer**	OMR Balance	Owner Contingency (Original)	Owner Increase	Owner Change Orders To Date	Potential Changes	Owner Contingency Balance

\$ 982,198	\$ 63,336	\$ 918,862	\$ 2,232,319	\$ 3,226,529	\$ 2,480,155	\$ (994,210)	\$ 2,978,693
\$ -	\$ -	\$ -	NA	NA	NA		NA
\$ 438,219	\$ -	\$ 438,219	\$ 1,197,478	\$ 700,000	\$ 1,215,557	\$ 196,890	\$ 485,031
\$ -	\$ -	\$ -	\$ -	\$ -	\$ 28,421		\$ (28,421)
\$ 218,424	\$ -	\$ 218,424	\$ 443,911	\$ 1,808,651	\$ 356,163	\$ 279,682	\$ 1,616,717
\$ 139,850	\$ -	\$ 139,850	\$ 180,844	\$ 314,912	\$ 92,425	\$ 40,576	\$ 362,755
\$ 185,705	\$ 63,336	\$ 122,369	\$ 410,086	\$ 402,966	\$ 787,589	\$ 25,463	\$ -
\$ -	\$ -	\$ -	\$ -				\$ -

GC/CM Contingency			
GC/CM Contingency	GC/CM Change Orders**	Potential Changes	GC/CM Contingency Balance
\$ 2,217,918	\$ 39,114	\$ 698,327	\$ 1,480,477
NA	NA	NA	NA
\$ 884,433	\$ 39,114	\$ 237,266	\$ 608,053
NA	NA	NA	NA
\$ 1,114,923	\$ -	\$ 369,674	\$ 745,249
\$ 218,562		\$ 91,387	\$ 127,175
NA	NA		NA
NA	NA		NA

Mr. Zeitlin gave a detailed summary of each project’s budget and each line item. He will get back to the board with the answer of how much local hiring has occurred. After answering the board’s questions he thanked them.

VIII. New Business

- 1) Superintendent’s Contract Extension:** Brian Fones, Superintendent, asked for an extension to his current contract, with no changes for 2016-18. The board members shared that they had a good session with Mr. Fones at his Mid-Year review. At the session they discussed the work Mr. Fones has done and how the board can assist him. Mr. Fones provided a breakdown of all the areas of responsibility. They were able to get a more clear idea of priorities and ways they can work together.

MOTION MADE: By Jesus Hernandez to approve the extension of Superintendent Fones’ contract.

SECONDED: by Laura R. Jaecks

Jennifer Talbot asked for a roll call vote. Answer *yes* [or *yea*]; those opposed will answer *no* [or *nay*].

Laura R. Jaecks: Yea
 Jesus Hernandez: Yea
 Robert Sealby: Yea
 Jennifer Talbot: Yea
 Walter Newman: Yea

PASSED UNANIMOUSLY

Superintendent Fones thanked the board.

IX. Special Reports

- 1) Enrollment Report:** Les Vandervort, CFO gave the following report to the board:

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.

Charts/tables on file.

Brief discussion.

- 2) Budget Status Report:** Les Vandervort, CFO gave the following report to the board:

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%).

BD. MINUTES 2/23/16

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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.

Spreadsheets on file.

Brief discussions and Mr. Vandervort said we are looking healthy. The board thanked him for the reports.

X. Policy Updates

1) 2000 Policy and Procedure Series Updates:

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

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	

The board asked that the word get out to the staff about these and other new and updated policies and procedures. Mr. Frones agreed.

MOTION MADE: Jesús Hernández made the motion to approve Policies No. 2027, 2030, 2106, 2337, 2412, and 2414 as presented by Assistant Superintendent Jodi Smith Payne.

DISCUSSION: None

SECONDED: By Robert Sealby

PASSED Unanimously

XI. Communications

- Laura R. Jaecks shared that the Early Learning initiative is going forward with a planning meeting on Feb. 29th with community leaders and stakeholders. Mr. Frones shared that the meeting focus will be to develop a road map and action plan for the birth to 3-grade system. He also invited another board member to join them. Mr. Sealby may stop by.

XII. Superintendent's Report

- Superintendent Frones asked who on the board would be attending the WSSDA Regional meeting at Eastmont Junior High on March 16th. Mr. Frones, Ms. Talbot, Dr. Newman, Ms. Jaecks and Mr. Sealby will be attending.

XIII. Meeting Adjourned

MEETING ADJOURNED: President Talbot adjourned the meeting at 7:15 p.m.

President

Superintendent

Date



Wenatchee School District Board Workshop

Minutes of February 16th, 2016
CTC Building

Board Members Present

5:30 - 8:30 PM

Staff Present

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

Brian Fiones, Superintendent

I. WSSDA Board Workshop 5:30 PM



**Wenatchee Public Schools
Board Work Session: The Work of the Board**

February 16, 2016, 5:30-8:30 p.m.

Facilitated by Tricia Lubach, WSSDA Leadership Development

Tricia Lubach, WSSDA Leadership Development Facilitator, welcomed the board and gave a brief agenda summary. Ms. Lubach asked the board what areas they feel they need support. They all agreed they need more mentorship and training in the beginning. There are many offerings through WSSDA to do that, Ms. Lubach shared some with them.

Introductions & Objectives

What do you hope to talk about with each other today?

Guiding Questions:

1. In which areas are we performing effectively as a board?
2. In which areas are there growth opportunities for us as a team?
3. How can we maximize the areas of strength?
4. How can we use areas of opportunity to grow and improve as a board?

Five Basic Washington State Standards:

- 1) Provide responsible school district governance (Q4-22)
- 2) Set and communicate high expectations for student learning with clear goals and plans for meeting those expectations (Q23-32)
- 3) Create conditions district-wide for student and staff success (Q33-51)
- 4) Hold the school district accountable for meeting student learning expectations (Q52-62)
- 5) Engage local community and represent the values and expectations they hold for their schools (Q63-72)

The areas the board felt they were performing well, according to the Board Assessment Survey they all participated in, were the following:

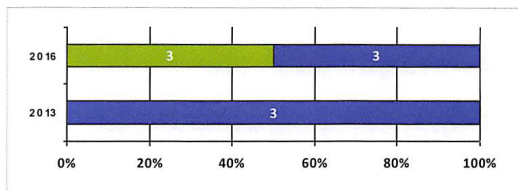
Questions: #'s 4,10,11, 17,18,19, 25, 28, 29, 49, 50, 51, 52, & 68

The board broke into groups to brainstorm what we, as a district, are doing right and how to continue and improve on it.

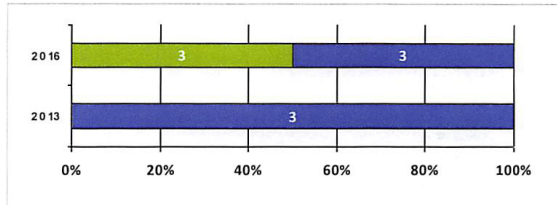
Groups:

- #1 Evaluation of Questions 4, 10 & 11: Jesus Hernandez, Brian Fiones and Laura R. Jaecks
- #2 Evaluation of Questions 49,50 & 51: Jennifer Talbot, Robert Sealby & Walter Newman

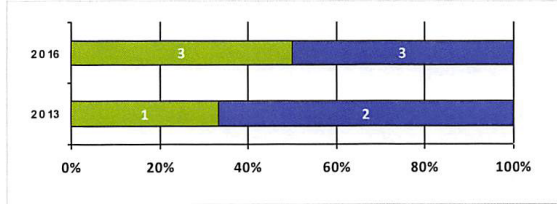
Q. 4 Base its decisions on what is best for students' success?



Q10 Delegate authority to the superintendent to manage district operations and implement policy?



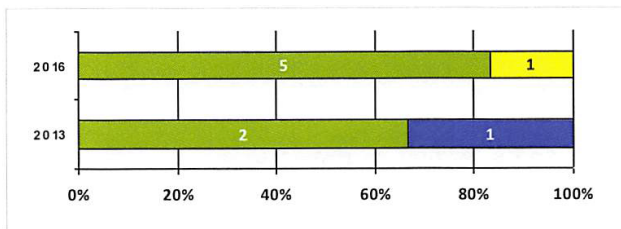
Q11 Honor the roles and responsibilities of the superintendent?



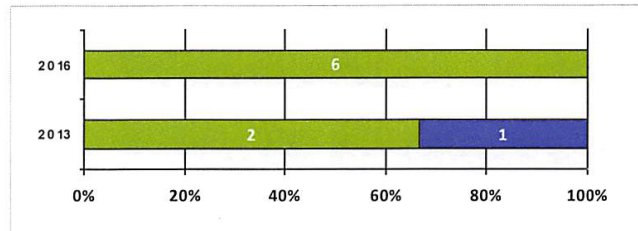
Brainstorming from Group #1:

- Student success needs a clear sense of what we consider it to be
- Main purpose for kids is to be successful
- How do we define success?
 - Are we too focused on academia
 - Now more broad; student growing, self-esteem, thriving in the arts
 - High percentage are engaged in something above and beyond school work
 - We shine in the arts and sports and activities, clubs
 - We need to do a better job of defining what “success” is for our district, not just academia

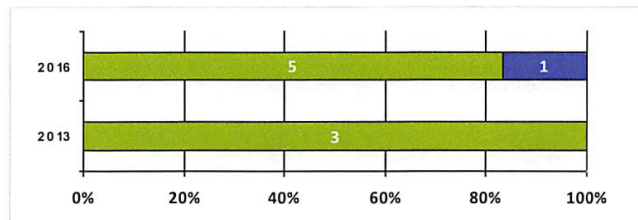
Q49 Provide guidelines for budget development, including a clearly defined expectation for a reasonable ending fund balance?



Q50 Adopt a fiscally responsible annual budget that is aligned with the district’s vision and plan?



Q51 Regularly monitor the budget and fiscal status of the district?



Brainstorming from Group #2:

- Frequent updates from CFO on enrollment and budget status- every two weeks
- It is linked to our Strategic Plan
- CFO responds promptly when anyone has questions
- Very good process in place fiscally

Discussion Points:

- There is something available for every student in our district
- Canoe WSHS & Lewis and Clark project was a huge success
- Math 180 for student success will allow best of both worlds
- Project Based –vs- Traditional school provides more for kids
- Board would like more data results on reading programs
- Springboard is to increase success for the Language Arts - high priority in reading
- Will have a Learning & Teaching update once a month
- We need to celebrate the successes more often
- Curriculum has changed 4 times in the last 12 years, these are state/federal requirements
- Common Core has been a \$1,000,000 investment
- A lot of changes and confusion for all districts
- 60% of our district is minorities and low-income, free and reduced lunch
- We have growth assessments and could format it to share so it would be easy to read
- Now students learn differently, technology has changed the way we do everything
- Different educational approach with Project Based/Tech Based/Group Based etc.
- Vision is about changing and modifying the educational model for kids
- Reading and math will never be “not important”
- Maybe we should have an “IEP” for every student, individualized learning
- ESL students learn the language first in order to have a to have a voice
- Vocabulary is huge for students to be able to articulate themselves
- MAPS is a growth indicator

- Dibels, MAPS and other assessment tools are being used to measure the growth
- Difficult to define student success, we need to update our definition of success for our students
- Dashboard can possibly provide a way to consider data
- Superintendent's meeting will provide a lot of this information to the board

What areas are there growth opportunities for the board as a team?

Biggest need is board orientation opportunities, that is unanimous. The questions (from the survey) that showed opportunities for improvement were:

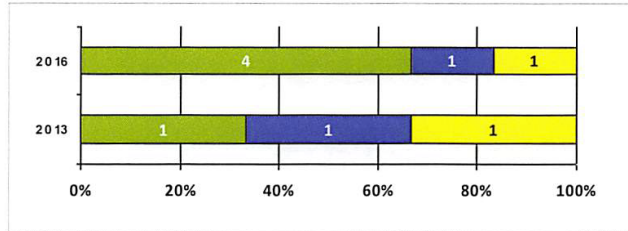
Questions: #'s 7, 8, 9, 12, 15, 22, 31, 32, 34, 35, 36, 41, 42, 56, 57, 58, 59, 60, 61, 62, 66, 67, 68, 70 these were the ones most agreed upon.

Groups for brainstorming:

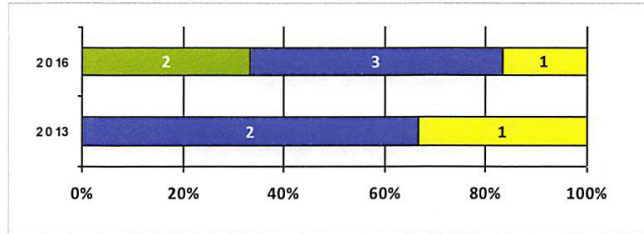
#1 Evaluation of Questions 31, 33, 35: Walter Newman, Brian Fones and Laura R. Jaecks

#2 Evaluation of Questions 56, 57, 58: Jennifer Talbot, Robert Sealby & Jesus Hernandez

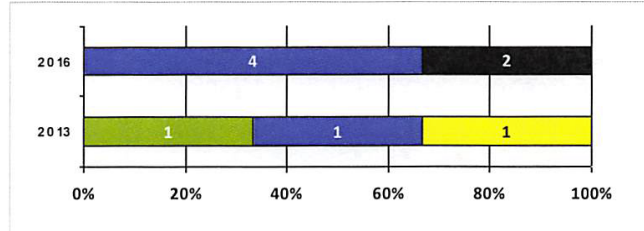
Q31 Together with the superintendent agree that high expectations for all students is the highest priority?



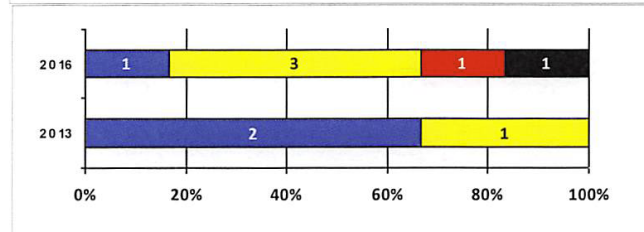
Q33 Ensure that facilities comply with current health, safety, security, and accessibility standards?



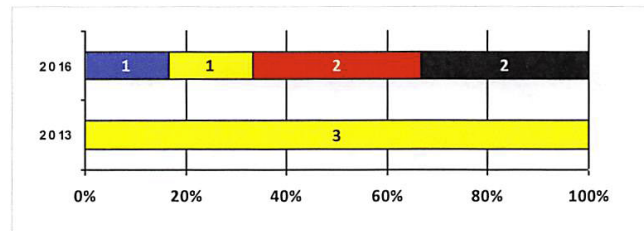
Q35 Have policies that ensure hiring and retention of highly qualified staff?



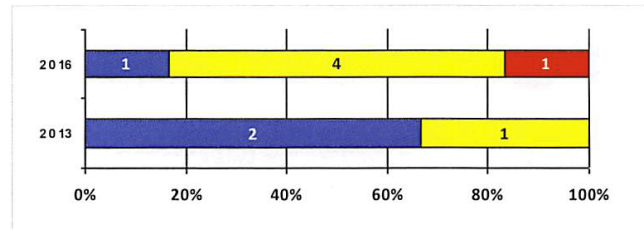
Q56 Have written goals for the superintendent that focus on specific outcomes for student learning?



Q57 Communicate performance expectations for the superintendent to our community?



Q58 Base decisions about the superintendent's contract on objective evaluation of his or her performance and achievement of goals?



- TPEP Evaluation process and growth data
- Policies reviewed by the board, become more familiar
- We are already doing a curriculum adoption process and it is going well
- As a result of diminished data, more "hands-on" is needed
- Just looking at student data can be dangerous, we need all the background leading up to outcome and understand how we got there
- A lot of down-line processes are in motion
- We need to formally define "student success" before moving forward with goals for superintendent
- There are indicators but doesn't give the entire picture
- We need to communicate with the public, not only the expectations but also our accomplishments
- Marzano Framework model for superintendent evaluation is a consideration
- Outcome based goals are a must
- Policy governance - need to explore
- Policy to drive end goals is important
- Define what the superintendent can act on

- Crossing over Board/Superintendent
- There needs good balance between the two
- The board has a lot of responsibility but no authority, the public sometimes does not understand that
- The board is strategic not operational
- Board's primary role is to hire or change the superintendent as the CEO of the district
- Hire/evaluate and give direction to the superintendent, that is what the board is responsible for
- How can communication be better for the board to the public – area to work on

Tools and Practices for Effective Teamwork & Leadership

Guiding Questions

1. What is the board's role in each of the Four Guiding Strategies of Wenatchee Learns?
 - a. Strategy 1: Design the personalized learning system of the future
 - b. Strategy 2: Tap the power of our whole community
 - c. Strategy 3: Use the best tools and resources to advance learning
 - d. Strategy 4: Balance Change for All with Excellence for All
2. How can board members bring forward ideas or concerns appropriately?
3. How do we ensure that issues are addressed in the right venue for the best outcome?
4. What are best practices for communication with community members, staff and each other?
5. How do we hold ourselves and each other accountable and build trust as a team?

Vision Statement

We envision a Wenatchee renowned for making education personal and a local culture that values learning and is committed to success for all.

To do this we must:

<p>1 Design the personalized learning system of the future</p> <ul style="list-style-type: none"> • Flexible personalized learning system • Students exploring career paths • Science Technology Engineering Mathematics (STEM) / Project based learning • More positive and safe learning environment 	<p>3 Use the best tools and resources to advance learning</p> <ul style="list-style-type: none"> • Personal technology devices for learners • Blended learning environments (face-to-face & electronic) • The right tools and resources for staff • Facilities that support optimal learning
<p>2 Tap the power of our whole community</p> <ul style="list-style-type: none"> • Skilled volunteering opportunities • Citizen-student mentoring • Partnerships with businesses • More engagement of parents 	<p>4 Balance change for all with excellence for all</p> <ul style="list-style-type: none"> • Continuous improvement of service quality • Sound fiscal and resource management • High student achievement • Highly trained and engaged staff

Our Daily Promise – People First

- Create relationships that make education more personal
- Teamwork – all we do is built upon by others
- Students care when we care about them
- Every interaction promotes personal connections with our staff, students, parents, and community

Our Purpose: Preparing students with the knowledge and skills for life in the 21st century

- Create student centered learning environments
- Nurture and inspire innovation and creativity
- Create flexibility within structure
- Nurture collaborative relationships that inspire learning

1. Design the personalized learning system of the future:

- End policy to empower superintendent with measurable targeted goals
- Find out what we are missing
- WL introduced too cautiously at first, didn't attack hard enough
- Maybe didn't have clear benchmarks – we can change that
- Areas have had progress where we made it clear
 - Changing schedules - OMS
 - Allowing more collaboration
 - Bond/Budget/Facilities/WSHS – clear vision
 - Allen Grant/Project Based Learning – examples
- Board needs to define their goals which will help the board prioritize things
- Staffing and facilities are strapped - find possibilities to allocate resources
- Using Dashboard can help board set and follow goals and use as a reference point.

2. Tap the power of our whole community

- Working with superintendent can provide engagement
- WL engagement with community can provide additional communication
- Superintendent engage with Latino community has proven important
- Also reach out to the English speaking community
- Board members can also be cheerleading in the community – share the excitement of what good is happening
- Board members' roles are to connect with the community
- PTA and parent groups are a crucial part of the connection to families/community
- Share on the Latino radio, only communication sometimes and huge audience
- WL Connect is getting feedback from community and creating partnerships
- Create opportunities for people to get their questions answered
- We are connected to the Chamber which helps to tap community & WL Connect can increase that connection
- WSD is receiving more nominations and awards in the Technology field (GWATA) than any

- other groups – always a great turn-out and recognitions.
- Leverage the Rotarians in the community
- Primary roll is to protect our students, we must be careful and protective of them
- Board can utilize the communication tools already in place to increase their presence to the community
- Board can utilize their community roles and careers to help communicate the district’s vision and messages to reach parents, PTA groups and help develop community partnerships

3. Use the best tools and resources to advance learning

- What kind of board policy supports administrators
- Look at curriculum and Blended Learning Model 50/50, that’s were we want to go
- Consider higher education and shape our system to competency based
- We want personalize learning for our students
- Research to see what board’s role, to look at what best practices are
 - Boldness in our efforts for “success” for our students’ futures and for our future students
 - State system not moving fast enough for the kids
 - Take the lead and go forward – we are doing this in several CORE areas now, continue looking at improving on what we are already doing right
 - Change can happen in a positive direction, find out what is happening in other parts of the country that is working, outside of our area, ask “can it work here”
- WSD is a big pipeline to the rest of their lives, we need to make it impactful
- Board become more familiar with what we are doing and changes that are already in motion

4. Balance change for all with excellence for all

- Excellent job on college track in several areas
- Balance with path to trades – STEM a more “hands on” education
- WL Connect already making big changes in what we do in a lot areas, continue in a bigger way – Career and College preparedness is a big part of their efforts
- A need to expand what “success” means, redefine it in a more practical way
- Must be adaptable to change and recognize what changes are necessary to impact student learning
- Changing for the last 15 years, state and federal, we need to keep balance so we do not burnout our people
- Control “busy work” so that we can focus on the CORE goals
- Our size is a plus, and we have the resources to make some of the changes, yet small enough to manage
- We need to stay firm and bold but at the same time remain open-minded and adjustable in our plan

Guiding Questions

1. What actions need to come from our discussions

- New Board Member orientation is a must, getting a sense of the bigger picture.
 - WSSDA has a lot of options; Boot Camp, webinars, workshops, 30/60/90/120 day plans
 - Work Sessions
 - Budget orientation
 - Academic orientation
 - Meet with superintendent and cabinet
 - Identify people in the district to connect with
 - Board member mentor on the board
 - Familiarity with policies 1000 series at first
 - Board protocol shared and reviewed
 - Help the new member feel welcome

2. What topics warrant for further discussion or future work sessions?

- Helping the Board to make connections with each other
 - Go to conferences together
 - Go to all WSSDA functions
 - All attend board dinners before or after meetings
 - Have a retreat off-site to do some team building every year
 - Stop by for some sessions at the Leadership Advance
 - Attend some of the NSBA National Conferences for a global view
 - Have a person from the college/university level meet with board to give insight
 - Find out what Tech colleges are out there for our students
 - Do as much as possible together or with one other board member to create bonding

The board thanked Ms. Lubach for her help and suggestions. Ms. Lubach will get back to the board with all the discussion notes summarized.

Adjourned at 8:30 p.m.

_____ Date _____

WENATCHEE SCHOOL DISTRICT NO. 246
March 8, 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:

- Bryan Brockie: M&O Assistant Director for 8 hrs/day, effective February 25, 2016;
- Jared Crawford: Groundsman for 8 hrs/day, effective February 16, 2016 through August 31, 2016;
- Brandi Johnson: Elementary Server for 2.5 hrs/day at WA, effective February 1, 2016;
- Christine Jones: Elementary Lead Server for 4.25 hrs/day at L&C, effective February 29, 2016;
- John Moen: Bus Driver for 3.25 hrs/day, effective February 22, 2016;
- Carol Nolph: Non-continuing Para-Educator for 2 hrs/day at NBY, effective February 25, 2016 through June 10, 2016;
- Nolan Shipowick: ASP Staff/Tutor & Activity Instructor at LNC, effective February 17, 2016 through August 30, 2016;
- Brian Voth: Sped Para for 6 hrs/day at COL, effective February 18, 2016 through June 10, 2016;
- Oundrea Youngblood: Elementary Leader Server for 2.0 hrs/day at VAL, effective February 29, 2016;

CHANGE OF STATUS

Classified:

- Mericia Apfel: Change from Elementary Server for 2 hrs/day to add Lead Server for 1 hr/day at SS, effective February 22, 2016.
- Bill Bradford: Change as Bus Driver for 4 hrs/day and Fueler 2 hrs/day to add .25 hrs/day for Bus Driver, effective March 1, 2016;
- Grace Chimal: Change as Para-Educator 7 hrs/day to 6.6 hrs/day at MV, effective February 16, 2016;
- Guadalupe Landon: Change as Deaf Ed Intrepeter to add ASP Activity Instructor for 2 hrs/day at PIO, effective February 12, 2016 through June 30, 2016;
- Deveri Hall: Change as Bus Driver for 4.25 hrs/day to 4 hrs/day, effective February 1, 2016;

- Lori Netherda: Change as Utility Custodian Swing Shift for 8 hrs/day at FMS to SS, effective February 22, 2016;
- Tamara Schneider: Change as Para/Sped Para for 4.92 hrs/day to 5.92 hrs/day at NBY, effective February 4, 2016 through June 10, 2016;
- Gabe Stefanides: Change as Sped Para at WA to add ASP Activity Instructor for 4 hrs/day, effective February 22, 2016 through August 30, 2016;
- Morgan Walker: Change as Para-Educator for 4.2 hrs/day at WA and ASP Staff/Tutor at PIO to add ASP Activity Instructor at PIO and L&C, effective February 24, 2016 through August 30, 2016;
- Sandra Vidal: Change as ASP Staff/Tutor to add Activity Instructor at LNC, effective February 12, 2016 through August 30, 2016;

LEAVE OF ABSENCE

The following employees have requested a Leave of Absence:

Classified:

- Roger Hickok: Extend Leave as Sped Para for 6 hr/day at WHS effective January 18, 2016 through March 2, 2016;
- Shauna Baird: Extend Leave as Sped Para for 4 hrs/day at WHS effective February 19, 2016 through April 11, 2016;

RETURN FROM LEAVE OF ABSENCE

Classified:

- Karen Wright: Return as Secondary Production for 4 hrs/day at WHS, effective February 17, 2016;
- Sandra Shales: Return as Para-Educator for 7.28 hrs/day at NBY, effective February 8, 2016;

RETIREMENT

Classified:

- Kathy Gregory: Retire as Sped Para for 6 hrs/day at WHS, effective June 10, 2016;

RESIGNATION

Classified:

- Laurie Garcia: Resignation as Para for 7 hrs/day at OMS, effective March 1, 2016;
- Jason Michael: Resignation as HVAC Tech for 8 hr/day at M&O, effective March 31, 2016;

DECEASED

Classified:

- Vaneen McIntosh: Deceased Bus Driver for 8 hrs/day, effective February 8, 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:

Sunnyslope

Kathy Christman

Elementary Track (.5)

Pioneer Middle School

Zachary Gesford

Assistant Wrestling Coach (.875)

District

Lynda Finegold

Assistant Girls Swimming Coach

Mike Hartley

Head Girls Swimming Coach

Carolyn MaGee

Assistant Girls Swimming Coach (.5)

Mar. 9, 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 582192 through 582375 totaling \$538,066.07

Capital Projects Fund

Check number 582376 through 582382 totaling \$247,321.43

Associated Student Body Fund

Check number 582383 through 582410 totaling \$55,247.12

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 March 8, 2016, the board, by a _____ vote, approves payments, totaling \$840,634.62. The payments are further identified in this document.

Total by Payment Type for Cash Account, AP WARRANTS:
Warrant Numbers 582192 through 582410, totaling \$840,634.62

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

Check Nbr	Vendor Name	Check Date	Check Amount
582192	4INKJETS DISCOUNT PRINT SUPP	03/09/2016	37.94
582193	A & A MOTORCOACH	03/09/2016	5,410.00
582194	A + IN HOME TUTORING INC	03/09/2016	240.00
582195	ADVANCE TUTORING SERVICES	03/09/2016	30.00
582196	AG SUPPLY COMPANY	03/09/2016	92.04
582197	ALDEN & ASSOCIATES	03/09/2016	370.44
582198	ALL DOORS & HARDWARE CO	03/09/2016	299.19
582199	ALLEN, KAREN A	03/09/2016	162.00
582200	AMB TOOLS & EQUIPMENT	03/09/2016	718.59
582201	AMERICAN PRODUCE EXPRESS, LLC	03/09/2016	4,312.85
582202	AMERIGAS	03/09/2016	543.91
582203	APPLE COMPUTER INC	03/09/2016	11,799.99
582204	APPLE VALLEY HONDA	03/09/2016	25,825.00
582205	AW REHN & ASSOC INC	03/09/2016	484.00
582206	B & H PHOTO & VIDEO	03/09/2016	2,349.40
582207	BAKKE, DEANNA M	03/09/2016	31.91
582208	BENOIT, LOREN T	03/09/2016	25.00
582209	BIRKS, RAY R	03/09/2016	90.00
582210	BLAIR, KIMBERLY A	03/09/2016	45.08
582211	BLANKENSHIP, TRINA M	03/09/2016	8.64
582212	BLICK ART MATERIALS	03/09/2016	503.95
582213	BOLZ, ERICH	03/09/2016	800.00
582214	BROWN, RONALD EDWARD	03/09/2016	248.76
582215	BRYSON SALES & SERVICE	03/09/2016	436.11
582216	BURPEE, DESIREE	03/09/2016	13.00
582217	CAMPBELL, MARILEE	03/09/2016	54.62
582218	CAROLINA BIOLOGICAL SUPPLY	03/09/2016	270.77
582219	CASCADE NATURAL GAS CORP	03/09/2016	32,403.86
582220	CENTRAL WA UNIVERSITY	03/09/2016	60.00
582221	CHELAN CO BASKETBALL OFFICIALS	03/09/2016	14,662.94
582222	CHINOOK MUSIC SERVICE INC	03/09/2016	366.39
582223	CINTAS CORPORATION	03/09/2016	884.30
582224	CITY OF WENATCHEE	03/09/2016	7,451.07

Check Nbr	Vendor Name	Check Date	Check Amount
582225	CITY TREASURER	03/09/2016	15,227.44
582226	CLOUDVIEW ECO FARM	03/09/2016	560.60
582227	COLUMBIA PAINT CO	03/09/2016	249.35
582228	CONSOLIDATED ELECTRICAL DISTRI	03/09/2016	4,765.12
582229	COSTCO HOUSEHOLD BANK FSB DO	03/09/2016	94.39
582230	CRAFT WAREHOUSE	03/09/2016	50.71
582231	DAY WIRELESS	03/09/2016	194.76
582232	DELL COMPUTER CORP	03/09/2016	1,454.79
582233	DELTA EDUCATION INC	03/09/2016	351.43
582234	DEMARCO, KARI ORENE	03/09/2016	240.40
582235	DEMCO INC	03/09/2016	336.93
582236	DEPERSIO, PAMELA B	03/09/2016	121.09
582237	DEPT OF LICENSING	03/09/2016	13.00
582238	DEVEREAUX, PATRICIA L	03/09/2016	229.06
582239	DISCOUNT SCHOOL SUPPLY	03/09/2016	1,505.81
582240	DISCOVER KNOWEDGE	03/09/2016	1,760.00
582241	DON SANGSTER MOTORS INC	03/09/2016	145.23
582242	DOOR TECH INC.	03/09/2016	1,725.80
582243	DOTSON, BENJAMIN J	03/09/2016	20.69
582244	DUMMIES UNLIMITED INC	03/09/2016	2,874.24
582245	EAGLE, BILL DAVID	03/09/2016	62.64
582246	EGGLESTON, PATRICIA ANN	03/09/2016	732.50
582247	EQUIPMENT MANUFACTURING CO	03/09/2016	74.34
582248	EVCO SOUND & ELECTRONICS	03/09/2016	199.46
582249	FASTENERS INC	03/09/2016	340.56
582250	FINEIS, JILL A	03/09/2016	900.00
582251	FLINN SCIENTIFIC INC	03/09/2016	687.47
582252	FLOOR FACTORY	03/09/2016	17.33
582253	FOOD SERVICE OF AMERICA	03/09/2016	52,200.64
582254	FRANKLIN, SHEL I KAY	03/09/2016	32.52
582255	FRANZ FAMILY BAKERIES	03/09/2016	2,188.05
582256	FRED MEYER CUSTOMER CHARGES	03/09/2016	267.76
582257	GEBBERS CATTLE, LTD.	03/09/2016	738.00
582258	GLAZER'S CAMERA, INC	03/09/2016	230.88
582259	GOOD SAMARITAN FIRST AID	03/09/2016	150.00
582260	DR JANET V GORDON	03/09/2016	4,122.50
582261	HAGLUNDS TROPHIES	03/09/2016	22.76
582262	HERITAGE FOOD SERVICE GROUP	03/09/2016	933.70
582263	HERKENRATH, GREGG JOHN	03/09/2016	216.79
582264	HERRON, TINA M	03/09/2016	16.90
582265	HOLLYWOOD LIGHTS, INC.	03/09/2016	795.42
582266	HOME DEPOT	03/09/2016	1,719.70
582267	HOUGHTON MIFFLIN HARCOURT	03/09/2016	3,523.00
582268	HOWARD, JENNIFER L	03/09/2016	40.00
582269	HURST, KYLE B	03/09/2016	23.99
582270	INIGUEZ, RICARDO	03/09/2016	389.36
582271	IWAASA, TANYA	03/09/2016	31.38
582272	J & G DISTRIBUTING INC	03/09/2016	7,766.01
582273	JELSING, PETER E	03/09/2016	870.24
582274	JERRYS AUTO SUPPLY	03/09/2016	1,261.36

Check Nbr	Vendor Name	Check Date	Check Amount
582275	JIMMY JOHNS	03/09/2016	118.16
582276	JOSTENS	03/09/2016	341.46
582277	JW PEPPER & SON INC	03/09/2016	503.52
582278	KELLER SUPPLY COMPANY	03/09/2016	301.34
582279	KENNELLY KEYS MUSIC	03/09/2016	243.90
582280	KEYHOLE INC	03/09/2016	64.93
582281	KIMMEL ATHLETIC SUPPLY	03/09/2016	371.17
582282	KING COUNTY DIRECTORS ASSN	03/09/2016	9,506.45
582283	KOMRO, ANDREA LOUISE	03/09/2016	48.00
582284	KUNTZ, B JEAN	03/09/2016	1,333.82
582285	LINK TRANSPORTATION	03/09/2016	585.00
582286	LIQUIDS POWDERS & MACHINES	03/09/2016	78.98
582287	LOCAL TEL COMMUNICATIONS	03/09/2016	1,054.95
582288	LOPEZ, KELLY J	03/09/2016	48.00
582289	LOVERCAMP, GREGORY W	03/09/2016	204.12
582290	LOWES HOME IMPROVEMENT	03/09/2016	746.78
582291	MAGANA FARMS	03/09/2016	862.50
582292	MCLESTER, DOUGLAS L	03/09/2016	40.00
582293	MICRO COMPUTER SYSTEMS	03/09/2016	281.32
582294	MOBILE FLEET SERVICE	03/09/2016	219.76
582295	MOODY, STACY J	03/09/2016	132.00
582296	MYERS, DANIEL K	03/09/2016	26.02
582297	NC MACHINERY	03/09/2016	2,153.58
582298	NCW WRESTLING OFFICIALS	03/09/2016	1,162.21
582299	NEES, MELANIE J	03/09/2016	11.29
582300	NEOFUNDS BY NEOPOST	03/09/2016	2,000.00
582301	NORCO INC	03/09/2016	169.65
582302	NORDLOF, ERIC T	03/09/2016	894.30
582303	NORTH CENTRAL ESD	03/09/2016	136,855.42
582304	NORTHWEST MAILING, INC	03/09/2016	230.69
582305	O'REILLY AUTOMOTIVE STORES	03/09/2016	1,341.60
582306	OFFICE DEPOT	03/09/2016	10,746.42
582307	OLIVAS, JERRY	03/09/2016	3,430.00
582308	OXARC	03/09/2016	200.44
582309	PACIFIC SECURITY	03/09/2016	4,340.00
582310	PAPA JOHNS PIZZA	03/09/2016	37.97
582311	PC & MACEXCHANGE	03/09/2016	1,882.00
582312	PFLUG-TILTON, CORINNE	03/09/2016	459.36
582313	PIO IMPREST FUND	03/09/2016	100.97
582314	PLATT ELECTRICAL SUPPLY	03/09/2016	185.12
582315	PRO BUILD CO., LLC	03/09/2016	379.52
582316	PUBLIC CONSULTING GROUP INC	03/09/2016	4,726.81
582317	PUD NO 1 OF CHELAN COUNTY	03/09/2016	6,506.22
582318	QMS	03/09/2016	1,172.87
582319	QUILTER, JACOB L	03/09/2016	155.75
582320	REV.COM INC	03/09/2016	51.00
582321	RICOH USA, INC.	03/09/2016	21,194.92
582322	RING A BELLS CATERING	03/09/2016	249.64
582323	RWC GROUP	03/09/2016	494.63
582324	SAN FRANCISCO SOURDOUGH EATERY	03/09/2016	185.31

Check Nbr	Vendor Name	Check Date	Check Amount
582325	SBS FOODS, INC	03/09/2016	1,086.40
582326	SCHETKY NORTHWEST SALES	03/09/2016	4,969.25
582327	SCHOLASTIC INC	03/09/2016	636.49
582328	SCHROEDER, HEIDI S	03/09/2016	584.48
582329	SHEPHERD, TAMERA J	03/09/2016	25.46
582330	SIAS, KATRINA IRENE	03/09/2016	350.00
582331	SKALISKY, KEVIN DALE	03/09/2016	279.20
582332	SKILLSOURCE	03/09/2016	40,411.33
582333	SMITH, JODI	03/09/2016	308.16
582334	SOL CASE MANAGEMENT, LLC	03/09/2016	1,860.00
582335	SPRINGWATER LATERAL WATER USER	03/09/2016	280.00
582336	ST PAUL'S LUTHERAN SCHOOL	03/09/2016	570.00
582337	STANDARD PLUMBING AND HEATING	03/09/2016	923.32
582338	STANS MERRY MART	03/09/2016	236.75
582339	STANTON, SUZANNE M	03/09/2016	47.79
582340	STATE CHEMICAL MANUFACTURING	03/09/2016	404.88
582341	STEFANIDES, KATIE M	03/09/2016	42.78
582342	STEHR, JODI	03/09/2016	29.98
582343	STOLLER, HEIDI	03/09/2016	17.43
582344	STREAN, BETSY L	03/09/2016	132.00
582345	SUPPLYWORKS	03/09/2016	672.78
582346	TEMPLETON, GEORGE	03/09/2016	225.00
582347	THACKERAY, ZANE	03/09/2016	18.00
582348	THE ACADEMY	03/09/2016	2,266.88
582349	TOLEDO, NOEL A	03/09/2016	23.87
582350	TURNER, LISA NAOMI	03/09/2016	222.42
582351	URSIC, JUDITH A	03/09/2016	13.00
582352	VERIZON WIRELESS	03/09/2016	553.86
582353	VERNIER SOFTWARE	03/09/2016	238.04
582354	VEX ROBOTICS, INC	03/09/2016	3,742.07
582355	WA DECA	03/09/2016	840.00
582356	WA ELEMENTARY PTSA	03/09/2016	350.00
582357	WASTE MANAGEMENT	03/09/2016	9,080.67
582358	WATSON, DENISE MARIE	03/09/2016	265.17
582359	WEINSTEIN BEVERAGE CO	03/09/2016	1,256.04
582360	WEN PETROLEUM CO	03/09/2016	5,072.34
582361	WEN VALLEY CHAMBER OF COMMERCE	03/09/2016	550.00
582362	WEN WORLD	03/09/2016	276.80
582363	WESCO PAINT & EQUIPMENT SUPPLY	03/09/2016	60.81
582364	WEST COAST PAPER CO	03/09/2016	6,016.20
582365	WHS ASB	03/09/2016	18.00
582366	WILSON, DANIEL K	03/09/2016	2,162.92
582367	WILSON, MICHAEL E	03/09/2016	250.18
582368	WOOD, DAWN R	03/09/2016	132.00
582369	WOOLSEY, JON MARK	03/09/2016	90.00
582370	WORKLAND AUTO PARTS	03/09/2016	205.83
582371	WSD ADMIN IMPREST	03/09/2016	2,644.89
582372	WVTSC	03/09/2016	92.00
582373	X CALLIBUR SOFTWARE, INC.	03/09/2016	5,000.00
582374	YANEZ, CARMEN L	03/09/2016	92.88

Check Nbr	Vendor Name	Check Date	Check Amount
<i>Ken</i> 582375	YMCA	03/09/2016	500.00
582376	ARC LLC	03/09/2016	34.22
582377	HILL INTL INC	03/09/2016	49,471.14
<i>CAF</i> 582378	KING COUNTY DIRECTORS ASSN	03/09/2016	19,114.56
582379	LYDIG CONSTRUCTION INC	03/09/2016	12,972.56
582380	PARSONS PHOTOGRAPHY	03/09/2016	143.09
582381	PC & MACEXCHANGE	03/09/2016	32,535.45
582382	TCF ARCHITECTURE PLLC	03/09/2016	133,050.41
582383	AWSP	03/09/2016	6,128.00
<i>ASB</i> 582384	BLOOM, BRETT	03/09/2016	130.00
582385	CAFFE D'ARTE	03/09/2016	533.88
582386	CHINOOK MUSIC SERVICE INC	03/09/2016	283.67
582387	GREAT AMERICAN OPPORTUNITIES I	03/09/2016	10,205.47
582388	HANFORD HIGH SCHOOL	03/09/2016	25.00
582389	HORTICULTURAL SERVICES INC	03/09/2016	1,145.41
582390	JOURNEY TRAVEL & TOURS	03/09/2016	30,055.60
582391	LA QUINTA INNS	03/09/2016	910.96
582392	LEWIS & CLARK HIGH SCHOOL	03/09/2016	165.00
582393	LINK TRANSPORTATION	03/09/2016	30.00
582394	MILANUK, KATHLEEN A	03/09/2016	14.97
582395	MIRABEAU PK & CONV CNTR	03/09/2016	338.64
582396	MT SPOKANE HIGH SCHOOL	03/09/2016	150.00
582397	PINS AND NEEDLES	03/09/2016	21.68
582398	PIO ASB IMPREST	03/09/2016	68.76
582399	QUICK SIGN	03/09/2016	698.13
582400	RED LION-KELSO LONGVIEW	03/09/2016	387.99
582401	ROBINSON, JENNA D	03/09/2016	450.00
582402	SHEETS, JILL C	03/09/2016	153.84
582403	SHOWBIZ NORTHWEST	03/09/2016	250.00
582404	THREE LAKES GOLF COURSE	03/09/2016	270.00
582405	WEINSTEIN BEVERAGE CO	03/09/2016	405.44
582406	WHS ASB IMPREST	03/09/2016	45.00
582407	WJEA	03/09/2016	279.00
582408	WSD	03/09/2016	1,454.37
582409	WSD ADMIN IMPREST	03/09/2016	610.00
582410	ZACHERLE, SHEENA H	03/09/2016	36.31

219 Computer Check(s) For a Total of 840,634.62

	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
	219	Computer	Checks For a Total of	840,634.62
Total For	219	Manual, Wire Tran, ACH & Computer	Checks	840,634.62
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	840,634.62

F U N D S U M M A R Y

Fund	Description	Balance Sheet	Revenue	Expense	Total
10	General Fund	-832.25	0.00	538,898.32	538,066.07
20	Capital Projects	-2,732.98	0.00	250,054.41	247,321.43
40	Associated Stude	0.00	0.00	55,247.12	55,247.12

March 8, 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 Flores, 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?
02/29/16	New	No	Equifax	Power of Attorney for a TPS for Unemployment Accounts	N/A Budget Code N/A	Upon Completion until cancelled	Denise Watson	Yes	No
02/17/16	New	No	Innersync Studio, LLC	Software Support & hosting of WSD website platform	\$16,696 Budget Code 0179-27-7000-000	4/1/16 - 6/31/17	Ron Brown	Yes	Yes
02/24/16	Revision	No	NCESD	6 additional days for deaf services	\$31,200 Budget Code 2100-26-2098-000	2/12/16 - 6/30/16	Trisha Craig	Yes	Yes
02/01/16	New	No	University of Washington	Project Data preschool students with Autism	\$110,000 Grant to WSD Budget Code N/A	9/1/15 - 6/10/16	Trisha Craig	Yes	No
02/10/16	New	No	Family ID	Online Athletic Clearance	\$2,180 Budget Code 0100-28-7000-000	8/1/16 - 7/31/17	Jim Beeson	Yes	Yes
					Budget Code				
					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 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?
02/28/16	New	Equifax	Power of Attorney for a TPA for Unemployment Accounts	N/A	upon completion until cancelled	<u>Denise Watson</u>		No	This is decided at the district office.
				Budget Code		I have read this contract and recommend it for board approval.			
				N/A		Initial _____ Date _____			

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

Agency Name NCESD for Equifax
 Attention: Dina Elam
 Street address or PO Box 430 Olds Station Rd
 City, State, Zip Code Wenatchee, WA 98801
 Email Address dinae@ncesd.org
 Phone Number 509-667-7110

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? _____



Important: Action Required for State of WA Clients
 Immediate Action is Required for Equifax to Continue to Handle your Claims for WA Employers.

Equifax Workforce Solutions has been working with the state of Washington to add our clients to the electronic Separation Information Data Exchange (SIDES) file. By adding your account(s) to the SIDES file, this will allow us to directly receive your claims electronically; giving you increased time to respond to your unemployment claims. During this process, **it has been identified that we do not have a current Power of Attorney on file with the state agency for your active State Account Numbers in the state of WA.**

Avoid Disrupted Service!
 Attached you will find a Power of Attorney. Failure to return this Power of Attorney by **March 15th, 2016 will result in a disruption of your service**, as Equifax will no longer receive your claims directly. Once we receive the **signed Power of Attorney** back from you, we will provide it to the state agency.

What Do You Need to Do?
 Please review the information on the enclosed Power of Attorney and have an officer of your organization sign and return to:

TALX UCM Services Inc
P.O. Box 283
St. Louis, MO 63166-0283

What If I Don't Return the Power of Attorney by March 15th?
 If Equifax doesn't receive a claim, it costs you. The average claim value in Washington is:

\$6,358.00

Thank you for your prompt attention to this matter.

Crystal Moore
 Implementation Coordinator
 Client Date Services
 TALX UCM Services Inc
 Phone: 314-684-2997
 Email: crystal.moore@equifax.com



Power of Attorney for Unemployment Insurance

This authorization allows the Employment Security Department to send or share confidential information about your unemployment-insurance account with your designated representative. Please complete all information below, which must match the records we have on file for your business.

Section 1 - Employer information

Business Name: WENATCHEE SCHOOL DISTRICT NO. 246 ESD number: 930443-10-4
Business phone number: EIN: 91-6007261
Business fax number: UBI number:

Section 2 - Business owner or officer

First Name: Last name:
Social Security number: Date of birth:
Title: Residential phone:
Contact Phone: Email address:

Section 3 - Representative for tax purposes

Representative organization name: TALX UCM Services Inc Representative's EIN: 43-0894768
Mailing address line 1: PO Box 283
Mailing address line 2:
City: St. Louis State: MO Zip Code: 63166-0283
Contact name: Crystal Moore Contact person's title: Implementation Coord
Contact phone number: 314-684-2997
Contact fax number:
Contact email address: Crystal.moore@equifax.com

Section 4 - Confidential tax information

Authorizations: Please check the boxes that indicate how much authority you'd like to give your representative.

- Unemployment-insurance tax reports and amendments
Tax payments and billing statements
Electronic access to information as available
Audit of unemployment-insurance taxes
Enter into agreements
Represent and make oral or written presentations of fact and/or argument

Mailing tax documents:

Please check the address we should use when mailing tax documents.
Employer's mailing address (Use the Business Change Form to report any change of business addresses.)
Representative's mailing address in section 3 above

Mailing billings:

Please check the address we should use when mailing billings and payment notices.
Employer's mailing address (Use the Business Change Form to report any change of business addresses.)
Representative's mailing address in section 3 above

NG2E046



Employment Security Department

WASHINGTON STATE

Section 5 – Representative for benefits purposes

Same as above. (Skip this section if checked.)

Representative name: _____ Representative's EIN: _____

Mailing address line 1: _____

Mailing address line 2: _____

City: _____ State: _____ Zip Code: _____

Contact name: _____ Contact persons title: Implementation Coord

Contact phone number: _____

Contact fax number: _____

Contact email address: _____

Section 6 – Confidential benefits information

Authorizations: Please check boxes that indicate how much authority you'd like to give your representative.

- Benefit charges
- Benefit claims
- Electronic access to information as available
- Enter into agreements
- Represent and make oral or written presentations of fact and/or argument

Mailing benefit charge statements – We can send benefit charge statements to an alternate mailing address:

Please indicate which address we should use when mailing benefit documents.

- Employer's mailing address on record. (Use the *Business Change Form* to report any change of business addresses.)
- Representative's mailing address in section 3 above
- Representative's mailing address in section 5 above

Effective dates

If you provide no ending date, your authorizations above will remain in effect until you revoke them in writing.

Beginning authorization date: 1/1/2016 Ending authorization date: _____

I, the undersigned, declare under the penalties of perjury that I am the business owner or officer duly authorized to represent this account and further declare that the information submitted has been examined by me and that the matters and statements set forth are true, correct and complete.

Employer Signature: _____ Date: _____

Name of signee: _____ Title: _____

If you have any questions, please contact the Status Unit at status@esd.wa.gov or 360-902-9360.
Please sign this form and fax to 800-794-7657 or mail to:

Employment Security Department, Status Unit, P.O. Box 9046, Olympia WA 98507-9046
NG2E046

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 Flones, 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?
02/17/2016	<u>New</u> Renewal	Innersync Studio LLC (Campus Suite)	Software, support and hosting of WSD website platform; website management tools; mobile access; online training and support; website migration for 15 WSD sites.	\$16,696.42 Budget Code 0179 27 7000 000 0000	07/01/2016 - 06/31/2017	Ron Brown I have read this contract and recommend it for board approval. <i>[Signature]</i> Initial: <u>RB</u> Date: <u>2-17-16</u>	<i>[Signature]</i>	Yes	

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

Agency Name: Innersync Studio LLC (Campus Suite)
 Attention: Steve Williams
 Street address or PO Box: 752 Dunwoodie Drive
 City, State, Zip Code: Cincinnati, OH 45230
 Email Address: steve@campussuite.com
 Phone Number: (800) 301-9285

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

Proposal #27888038

Software, support and hosting of Wenatchee School District's website platform including: District and school website management tools, mobile access, online training and support, unlimited user access, unlimited storage. Design and implementation services for District websites including site migration into Campus Suite themes and site certification for 15 WSD sites.

This contract begins 07/01/2016 and extends through 06/31/2017, with two voluntary one-year extensions, at \$1,283.55/per month (+tax).

migration from School Messenger

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

Reviewed by Attorney _____

Signature

Requires Edits? _____

Pricing

Proposal date: 2016-02-16

Proposal number: 27888038

Software, support and hosting

Name	Price	QTY	Subtotal
Campus Suite Website Platform	\$85.57	15	\$1,283.55
<ul style="list-style-type: none"> - Hosting and upgrades - District and school website management tools - Mobile access - Online training and support - Unlimited user access - Unlimited storage 			
Subtotal			\$1,283.55
Monthly Total			\$1,283.55

Design and implementation services

Name	Price	QTY	Discount	Subtotal
Option A - Website migration	\$273.00	15	100%	\$0.00
<ul style="list-style-type: none"> • Site migration into Campus Suite Themes* • Campus Suite site certification 				
Subtotal				\$0.00
One-time total				\$0.00

**Standards and functionality will take precedence over certain design aspects*

***Migrate page content to new website may entail variations to comply to grids, standards, etc.*

Campus Suite Terms and Conditions

THIS AGREEMENT ('Agreement') is entered into on (2016-02-16), between Innersync Studio LLC ('Licensor'), with its principal place of business located at 752 Dunwoodie Dr., Cincinnati, Ohio 45230 and Wenatchee School District 246 ('Licensee'), with its principal place of business located at 235 Sunset Ave, Wenatchee, WA 98801 and shall be effective as of (2016-07-01) (the 'Effective Date').

RECITALS

WHEREAS, Licensor is engaged in the school of providing access to Software and Licensor's application server;

WHEREAS, Licensee desires to retain Licensor to perform the services provided for in this agreement.

NOW, THEREFORE, Licensor and Licensee agree as follows:

1. Grant of License

Subject to the terms and conditions herein, Licensor hereby grants Licensee a nonexclusive license to (i) access and utilize Campus Suite Hosted Edition (the 'Software') on Licensor's application server over the Internet, and (ii) transmit data related to Licensee's use of the Software over the Internet.

2. Use and Access

A. Subject to the restrictions on use as set forth herein, Licensee will have access to the Software and Licensor's application server for the purpose of using the software for its intended purpose and in accordance with the specifications set forth in any documentation relating to the Software provided by Licensor. Such use and access will be continuous on a 24/7 basis except for interruptions by reason of maintenance or downtime beyond Licensor's reasonable control.

B. Licensee will use the Software only for its internal school operations and will not permit the Software to be used by or for the benefit of anyone other than Licensee. Licensee will not have the right to re-license or sell rights to access and/or use the Licensed Software or to transfer or assign rights to access or use the Software, except as expressly provided herein. Licensee may not modify, translate, reverse engineer, decompile or create derivative works based upon the Software. Licensee agrees to use the Software in a manner that complies with all applicable laws including intellectual property and copyright laws. Licensor expressly reserves all rights not expressly granted to Licensee herein.

C. Licensee will not: (i) transmit or share identification or password codes to persons other than authorized users (ii) permit the identification or password codes to be cached in proxy servers and accessed by individuals who are not authorized users, or (iii) permit access to the software through a single identification or password code being made available to multiple users on a network.

3. Price and Payment

A. Licensee will pay Licensor the following per month subscription cost for the license of the Software and access to Licensor's application server: \$1,283.55 per month. This fee will change based on school count quantity pricing on this quote, \$1,283.55 is the minimum monthly invoice commitment for the term if this agreement. Licensor will invoice the licensee for quantity pricing on the last day of each calendar month, using the peak quantity reported by the software. Licensor reserves the right to change pricing based on, provider cost changes, additional features, or excessive utilization of the software resources. The licensor will notify the licensee 30 (thirty) days in advance of any price changes. In the event of a pricing change, licensee's contractual

commitment shall not exceed \$1,283.55 per month.

B. The fees for the license of the Software do not include taxes. If Licensor is required to pay or collect any federal, state, local, or value-added tax on any fees charged under this Agreement, or any other similar taxes or duties levied by any governmental authority, excluding taxes levied on Licensor's net income, then such taxes and/or duties will be billed to and paid by Licensee immediately upon receipt of Licensor's invoice and supporting documentation for the taxes or duties charged.

4. Technical Support

Licensor will supply telephone and/or email support to Licensee based on support level (Premium, professional or standard) regarding the Software on a reasonable and necessary basis to Client within business hours – Monday to Friday 9 am to 6 pm EST, exclusive of holidays. Licensor will provide a listing of detailed hours, holidays, and service availability on their website, and reserves the right to modify the times technical support is available.

5. Term and Termination

A. The term of service shall be (12) months starting (2016-07-01) with two voluntary one year extensions. The parties agree that unless either party provides written (letter, facsimile, email) notice of intent not to extend the contract for an additional year within 30 days of the applicable termination date to the authorized representative contact below, the contract will be extended for a term of one year.

B. Either party may terminate this agreement for material breach, provided, however, that the terminating party has given the other party at least twenty-one (21) days written notice of and the opportunity to cure the breach. Termination for breach will not preclude the terminating party from exercising any other remedies for breach.

6. Ownership of Intellectual Property

Title to any proprietary rights in the Software or Licensor's web site will remain in and be the sole and exclusive property of Licensor. Licensee will be the owner of all content created and posted by Licensee.

7. Confidentiality

A. Licensee acknowledges that the Software and other data on Licensor's application server embodies logic, design and coding methodology that constitute valuable confidential information that is proprietary to Licensor. Licensee will safeguard the right to access the Software and other software installed on Licensor's application server using the same standard of care that Licensee uses for its own confidential materials.

B. All data pertaining to Licensee disclosed to Licensor in connection with the performance of this Agreement and residing on Licensor's application server will be held as confidential by Licensor and will not, without the prior written consent of Licensee, be disclosed or be used for any purposes other than the performance of this Agreement. Licensor will safeguard the confidentiality of such data using the same standard of care that Licensor uses for its own confidential materials. This obligation does not apply to data that: (i) is or becomes, through no act or failure to act on the part of Licensor, generally known or available; (ii) is known by Licensor at the time of receiving such information as evidenced by its written records; (iii) is hereafter furnished to Licensor by a third party, as a matter of right and without restriction on disclosure; (iv) is independently developed by Licensor as evidenced by its written and dated records and without any breach of this Agreement; or (v) is the subject of a written permission to disclose provided by Licensee. Further notwithstanding the forgoing, disclosure of data will not be precluded if such disclosure: (i) is in response to a valid order of a court or other governmental body of the United States; (ii) is otherwise required by law; or (iii) is otherwise necessary to establish rights or enforce obligations under this Agreement,

but only to the extent that any such disclosure is necessary.

8. Warranty and Disclaimer

Licensor warrants the Software is developed and will be provided in conformity with generally prevailing industry standards. Licensee must report any material deficiencies in the Software to Licensor in writing within thirty (30) days of Licensee's discovery of the defect. Licensor's exclusive remedy for the breach of the above warranty will be for Licensor to provide access to replacement Software within a commercially reasonable time. THIS WARRANTY IS EXCLUSIVE AND IS IN LIEU OF ALL OTHER WARRANTIES, WHETHER EXPRESS OR IMPLIED, INCLUDING ANY WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE AND ANY ORAL OR WRITTEN REPRESENTATIONS, PROPOSALS OR STATEMENTS MADE ON OR PRIOR TO THE EFFECTIVE DATE OF THIS AGREEMENT. DEVELOPER EXPRESSLY DISCLAIMS ALL OTHER WARRANTIES.

9. Limitation of Liability, Indemnification

Neither party will be liable to the other for special, indirect or consequential damages incurred or suffered by the other arising as a result of or related to the use of the Software, whether in contract, tort or otherwise, even if the other has been advised of the possibility of such loss or damages. Licensee will indemnify and hold Licensor harmless against any claims incurred by Licensor arising out of or in conjunction with Licensee's breach of this Agreement, as well as all reasonable costs, expenses and attorneys' fees incurred therein. Licensor's total liability under this Agreement with respect to the Software, regardless of cause or theory of recovery, will not exceed the total amount of fees paid by Licensee to Licensor during the twelve month period immediately preceding the occurrence or act or omission giving rise to the claim. Licensor is not liable for any damages, claims, or costs from loss of access to the software, or loss of licensee data for disconnection for non-payment.

10. Relation of Parties

Nothing in this Agreement will create or imply an agency or employment relationship between the parties, nor will this Agreement be deemed to constitute a joint venture or partnership between the parties.

11. Non-assignment

Neither party will assign this Agreement, in whole or in part, without the prior written consent of the other party, and such consent will not be unreasonably withheld. This Agreement will inure to the benefit of, and be binding upon the parties hereto, together with their respective legal representatives, successors, and assigns, as permitted herein.

12. Arbitration

Any dispute arising under this Agreement will be subject to binding arbitration by a single Arbitrator with the American Arbitration Association (AAA), in accordance with its relevant industry rules, if any. The parties agree that this Agreement will be governed by and construed and interpreted in accordance with the laws of the State of Ohio. The arbitration will be held in Ohio. The Arbitrator will have the authority to grant injunctive relief and specific performance to enforce the terms of this Agreement. Judgment on any award rendered by the Arbitrator may be entered in any Court of competent jurisdiction.

13. Attorneys' Fees

If any litigation or arbitration is necessary to enforce the terms of this Agreement, the prevailing party will be entitled to reasonable attorneys' fees and costs. Licensor's total liability under this Agreement with respect to the Software, legal fees, or damages regardless of cause or theory of recovery, will not exceed the total amount of fees paid by Licensee to Licensor during the twelve month period immediately preceding the occurrence or act or omission giving rise to the claim.

14. Severability

If any term of this Agreement is found to be unenforceable or contrary to law, it will be modified to the least extent necessary to make it enforceable, and the remaining portions of this Agreement will remain in full force and effect.

15. Force Majeure

Neither party will be held responsible for any delay or failure in performance of any part of this Agreement to the extent that such delay is caused by events or circumstances beyond the delayed party's reasonable control.

16. Waiver and Modification

The waiver by any party of any breach of covenant will not be construed to be a waiver of any succeeding breach or any other covenant. All waivers must be in writing, and signed by the party waiving its rights. This Agreement may be modified only by a written instrument executed by authorized representatives of the parties hereto.

17. Entire Agreement

This Agreement constitutes the entire agreement between the parties with respect to its subject matter, and supersedes all prior agreements, proposals, negotiations, representations or communications relating to the subject matter. Both parties acknowledge that they have not been induced to enter into this Agreement by any representations or promises not specifically stated herein.

IN WITNESS WHEREOF, the parties have executed this Agreement by their duly authorized representatives.

PROVIDER: Innersync Studio

By: _____ Date: _____

Authorized Representative
Innersync Studio, LLC

USER: Wenatchee School District 246

By: _____ Date: _____


Authorized Representative
Wenatchee School District 246

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?
02/24/16	Revision	North Central Educational Service District (NCEDSD)	Add 6 additional days for the Teacher of the Deaf services for a total of 48 days effective 2/12/16	\$31,200	Original contract: 9/1/15 through 6/30/16 Revision: 2/12/16 through 6/30/16	<u>Trisha Craig</u>			
				Budget Code		I have read this contract and recommend it for board approval. <u>TC</u>			
				2100 26 2098 000		Initial <u>2.26.16</u> Date			

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

Agency Name North Central Educational Service District
 Attention: Kevin Risdon
 Street address or PO Box PO Box 1847
 City, State, Zip Code Wenatchee, WA 98807
 Email Address kevinr@ncesd.org
 Phone Number 509-665-2610

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

Revision of 2015-16 Interagency Agreement for Teacher of the Deaf/Hear of Hearing Services. The revision contract is for TOD services for 48 days at \$650.00 per day for a total of \$31,200.00

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

Reviewed by Attorney _____
 Signature

Requires Edits? _____



...from Jackie Messer

date 2-19-16

- you requested
- for your information

Could you please get your superintendent's signature on this and send back to me. Thanks!

Jackie

AGREEMENT FOR INTERAGENCY SERVICES

BETWEEN

Wenatchee School District
 Name
 PO Box 1767
 Business Address
 Wenatchee
 City WA 98801
 509-663-8161
 Telephone

North Central Educational Service District 171
 (Hereinafter referred to as NCESD)
 430 Olds Station Road, Wenatchee, WA 98801
 (509) 665-2610 FAX (509) 662-9027

In consideration of the promises and conditions contained herein, North Central ESD and Wenatchee School District do mutually agree as follows:

DUTIES OF THE NCESD, EFFECTIVE DATE, AND DURATION

NCESD shall perform the following duties to the satisfaction of Wenatchee School District or its designee:

- A. General objective(s) of this contract shall be:
- NCESD shall host the contract for an itinerant Teacher of the Deaf to provide services for 42 days at \$650.00 per day for students who are deaf/hard of hearing for the 2015-16 school year. This may include interactive video conferencing, one-on-one, group instruction and/or any other method deemed appropriate based on individual needs of the students and work on behalf of Wenatchee School District. Add six additional days at \$650.00 per day effective 2/12/16 per Trisha Craig for a total of 48 days. (REVISED 2.16.16)
 - The School District will reimburse NCESD for these services.
 - Travel will be billed separately.
- B. NCESD will do the following in order to accomplish the general objectives:
- Recruit, hire and supervise itinerant Teacher of the Deaf.
 - Assure Deaf/Hard of Hearing staff is operating under the Employee Policies and Procedures of NCESD.
 - Assure School District is informed regarding itinerant Teacher of the Deaf schedule.
 - Provide continuing professional development for Teacher of the Deaf.
 - This contract may be amended by mutual agreement by NCESD and/or Wenatchee School District with additional days of service.
- C. NCESD will complete any additional documents required by this contract.
- Teacher of the Deaf will complete required reports as needed.
- D. Following its approval by the authorized signatory for the Contracting Agency this agreement shall commence and be effective for the period beginning 09/01/15 and ending 06/30/16, with the exception of Sections III and V on page 2, which will continue to bind the parties, their heirs, and successors.

DUTIES OF THE CONTRACTING AGENCY

In consideration of the NCESD's satisfactory performance of the duties set forth herein and submission of a properly completed claim form, the Contracting Agency shall compensate the NCESD as shown below.

CONTRACT FEES	Description of Service	Total
\$650.00 per day	Provide Teacher of the Deaf services on behalf of Wenatchee School District for 36 days (Old total Was \$23,400.00). Added 6 additional days on 10/27/15 for a total of 42 days.	
Additional 6 Days at \$650.00 per day as of 2/16/16	Add 6 days for the Teacher of the Deaf services for a total of 48 days effective 2/12/16	NEW TOTAL \$31,200.00
	Travel will be billed separately.	

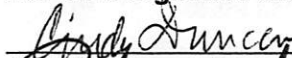
NCESD WILL INVOICE MONTHLY.


12-25-27

NCESD Budget Account Code

In witness whereof, the Contracting Agency and the NCESD have read, understand, and executed this entire agreement.

NCESD's Signature and Certification

 Date 2/17/16
 Assistant Superintendent

 Date 2/17/16
 NCESD Superintendent

Contracting Agency's Signature and Certification

 Authorized Signatory for Contracting Agency

I. PAYMENTS

- A. All payments to the NCESD shall be conditioned upon:
1. Submission of a properly prepared claim form which supports that performance has been rendered for which payment is requested and
 2. Performance is to the satisfaction of the Contracting Agency or its designee, provided that approval shall not be unreasonably withheld.
- B. Interim payments during the contract are allowed as specified.

II. PROHIBITION AGAINST ASSIGNMENT

Neither this contract nor any interest therein may be assigned by either party without first obtaining the consent of the other party.

III. OWNERSHIP OF WORK PRODUCTS AND RESTRICTION AGAINST DISSEMINATION

This section is intentionally left blank.

IV. COPYRIGHT

The NCESD shall be responsible for the acquisition of any necessary copyright releases for materials used in the performance of services under this Contract. This shall not include materials originated under this Contract to which ownership belongs to the NCESD.

V. INDEMNIFICATION

Any and all claims which hereafter arise on the part of any and all persons as a direct or indirect result of NCESD or its employee's(s') or agent's(s') performance or failure to perform duties pursuant to the agreement, shall be the NCESD's sole obligation and the NCESD shall indemnify and hold harmless the Contracting Agency in full for any and all such acts or failures to act on the part of the NCESD or its employee(s) or agent(s).

VI. MALPRACTICE INSURANCE

All individuals providing services to minors must have valid malpractice insurance coverage. Upon request by North Central ESD, individuals must be able to show evidence of such coverage.

VII. TERMINATION

Either the NCESD or the Contracting Agency can initiate termination of this contract with or without reason upon 30 days written notice to the other party. The notice shall specify the date of termination. In the event of termination by Contracting Agency, NCESD shall be entitled to an equitable proration of the total compensation provided herein for uncompensated services which have been performed as of termination and to the reimbursement of expenses incurred as of termination, but solely to the extent such expenses are reimbursable pursuant to the provision of the agreement.

VIII. VERBAL AGREEMENTS

This written agreement constitutes the mutual agreement of NCESD and the Contracting Agency in whole. No alteration or variation of the terms of this agreement and no oral understandings or agreements not incorporated herein, unless made in writing between the parties hereto, shall be binding.

IX. APPLICABLE LAW

This agreement shall be governed by the laws of the State of Washington. Venue for this contract will be Chelan County of the State of Washington.

X. NONDISCRIMINATION

No person shall on the ground of race, creed, color, national origin, marital status, handicapping condition, or sex be excluded from participation in, be denied the benefits of, or be otherwise subject to discrimination under any activity performed pursuant to this agreement.

XI. BACKGROUND CHECKS

Employees of the NCESD who may during the activities of this contract, work with persons under the age of 16 years shall, as part of this contract, complete background check forms submitted by NCESD.

XII. CONFLICT OF INTEREST

This section is intentionally left blank.

XIII. FEDERAL BACKUP WITHHOLDING INFORMATION/OPTION TO VOID

This section is intentionally left blank.

XIV. CERTIFICATION REGARDING DEBARMENT, SUSPENSION, AND INELIGIBILITY

If federal funds are the basis for this contract, the Contractor certifies that neither it nor its principals are presently debarred, declared ineligible, or voluntarily excluded from participation in transactions by any federal department or agency.

XV. SIGNATURES


Contracting Agency and/or Contracting Agency's employee(s) or agent(s) signing this document certifies that he/she is the person duly qualified and authorized to bind the Contracting Agency so identified to the foregoing agreement.

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?
02/01/16	New	University of Washington, Project Data	Project Data is a Research Project from the University of Washington for preschool age students 3-5 years old with the diagnosis of Autism. For WSD's participation in this Project, we will receive a \$10,000 grant.	\$10,000 Grant to WSD	9/1/15 through 8/10/16	<u>Trisha Craig</u>	 I have read this contract and recommend it for board approval. <u>TC</u> <small>Initial</small> <u>2.3.16</u> <small>Date</small>	No	
				Budget Code					

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

Agency Name University of Washington, Project Data
 Attention: Lee Lee Lim, Financial & Operations Manager
 Street address or PO Box Box 357925
 City, State, Zip Code Seattle, WA 98195
 Email Address leelim@uw.edu
 Phone Number 206-543-4108

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

Project Data is a research project through the University of Washington. The project involves students 3-5 years of age that have a diagnosis of Autism. The purpose of the study is to reserach if students with Autism attending an all-day preschool program are more successful than preschool students with Autism who attend 1/2-day preschool sessions. All students in preschool with Autism would like to participate in the study but the control group of students was randomly selected by the U of W.

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

Reviewed by Attorney _____

Signature

Requies Edits? _____

MEMORANDUM OF UNDERSTANDING

THIS AGREEMENT is entered into by and between the University of Washington, Project DATA Research Project and Wenatchee School District (WSD), joint, "parties".

Purpose of the Agreement: The purpose of this agreement is to perform the services listed below as part of the research project titled: A Multisite Evaluation of a School-based Model for Preschoolers with Autism. This project is funded by the National Center for Special Education Research a division of the Institute of Educational Sciences. This agreement is a joint venture by the aforementioned parties (WSD, Project DATA research project) to provide services through the Wenatchee School District program to children 3 years through 5 years identified as children with suspected or identified Autism Spectrum Disorder. Also to negotiate terms pertaining to the use of space, assignment of children to the model classroom, delivery of technical assistance for the model, and purchase of consumable supplies to include snacks.

Agreement Period: The agreement is to be effective July 2015 and will remain in effect until September 2016. Any modification of this agreement, including but not limited to extensions and renewals, shall be valid only if the change is made by mutual agreement and approved in writing by an authorized official of each party.

Terms of Agreement:

Duties of the Wenatchee School District include:

1. Assist in the recruitment of children identified or suspected as having autism spectrum disorder by Fall 2015.
2. Agree to randomization for classroom assignment for Project DATA model classroom as per agreed to by participants through the consent process.

Liability: Parties are responsible for their own negligent and intentional acts and omissions under this agreement and each party indemnifies the other parties against any liability, damages, losses or expenses arising from the other parties' responsibilities hereunder.

Confidentiality: Parties agree that any obvious or identified confidential or proprietary information, including but not limited to medical/educational records and/or financial records, will be kept confidential and shall not be disclosed to any third party without specific written permission from the other party, or as otherwise required under state or federal law and/or regulation, or valid court order. Procedures for FERPA and HIPAA will be followed by all parties.

Cancellation: This agreement is subject to termination upon thirty (30) days written notice by either party. Either party may terminate this agreement immediately upon written notice to the other party in the event of a material breach of this agreement.

Signatures:

Wenatchee School District

UW – Project DATA Research Project

Principal Investigator

Date: _____

Date: _____

Wenatchee School District Initial Grant Application (Form G1)

Date: 2/1/2016

Submitted by: Trisha Craig

School/s Impacted: Special Education Pre-School

People in conversation: 3

Name/Title of Grant:

Grant Type (circle one): Federal State Private

Grant Amount/Duration: 10,000\$ for one year.

Grant Timeline for application: July 2015

Name/Title of Funding Source: University Of Washington, Project Data

- Legal/compliance issues requirements associated with this grant? No
- Any funding restrictions? Must be spent on the Wenatchee School District Special Education Department
- Any direct costs to the district? No.

Grant Purpose/How funds will be used?:

Project Data is a research project through the University of WA. The project involves students 3-5 years of age that have a diagnosis of Autism. The study is researching if when students with Autism come to pre-school program all day will they be more successful then pre-school students with Autism that come for 1/2 a day of schooling. All students in the pre-school program with Autism that would like to participate in the study are randomly selected to be in the control group or research group.

District Vision/Goal Alignment

- To which District Vision/Goal does this grant align? Providing an individual education to all.
- How will this grant align to the District Vision/Goal? Researching if our pre-school program is providing quality education to students on an individual basis
- What group/s of students does this grant target? Pre-School Special Education Students.

District Office Use Only:

Initial Grant Application	
Approved:	Date:
Denied:	Date:
Reason:	


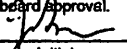
Please submit this form to the Director of State and Federal Programs

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 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?
02/10/16	NEW	FAMILY ID	ONLINE ATHLETIC CLEARANCE REGISTRATION SUBSCRIPTION	\$2,180 PER YEAR	AUGUST 1, 2016- JULY 31, 2017	JIM BEESON		YES	This is decided at the district office.
				Budget Code		I have read this contract and recommend it for board approval. 			
				CONTRACTED SERVICES 0100 28 7000 000		Initial 2/11/16 Date			

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

Agency Name FAMILY ID, INC
 Attention: STEPHANIE PLOOF
 Street address or PO Box 61 BEAVER RD
 City, State, Zip Code WESTON MA 02493
 Email Address WWW.FAMILYID.COM
 Phone Number 888-800-5583

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? _____



Subscription Agreement

About FamilyID

FamilyID is a Massachusetts-based Internet technology company dedicated to providing easy online registration and simple administration. We make program registration convenient, secure and easy for both program providers and their customers.

The FamilyID Online Registration Solution

- ❖ Professional, secure online registration forms.
- ❖ Sign-off on policies, waivers and agreements.
- ❖ Easy, flexible reporting.
- ❖ Unlimited web links, Twitter link and social media sharing.
- ❖ Photo gallery and embedded video.
- ❖ Phone support for you and your participating families.
- ❖ Optional integrated payments through PayPal.*

Implementation

Upon confirmation to proceed, we will work with you to create registration forms that are clear, easy-to-use and ready to be published. We will provide free training to your staff.

**Online payment requires a verified PayPal account. PayPal charges are not included in FamilyID fees.*

1 High School @ \$1295 per year

3 Additional Departments (3 Middle Schools) @ \$885 per year

TOTAL: \$2180 per year

Subscription Date: August 1, 2016 - July 31, 2017

Payment Due: September 1, 2016

Acceptance of Agreement

Organization: Wenatchee High School

Address: 1101 Millerdale, Wenatchee, WA 98801

Name: Jim Beeson

Title: Athletic Director

Email: beeson.j@wenatchee.schools.org

Phone: 509-663-3384

Mobile:

P.O. # (if required)

Billing contact information (if different than above.)

Name:

Phone:

Email:

Signature:

Date:

PLEASE EMAIL SIGNED AGREEMENT TO SALES@FAMILYID.COM OR FAX TO 888.800.5583

FamilyID, Inc. • www.familyid.com • phone/fax 888.800.5583 • info@familyid.com

From: LeAnne Branam branam.l@wenatcheeschools.org
Subject: Rank One Sports
Date: February 17, 2016 at 11:37 AM
To: Denise Watson watson.d@wenatcheeschools.org

Hi there.

I was asked to send this to you as well as answer a few questions about Family ID. (the new company we are going through.)

(1) The new system will not have or need integration with Skyward.

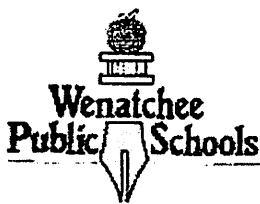
(3) There will not be a paypal wanted or needed. We will continue to use the InTouch system Tami Walters uses at this time.

Let me know if you have any more questions. Thanks!

-

NOTICE OF PUBLIC DISCLOSURE: This e-mail account is public domain. Any correspondence from or to this e-mail account may be a public record. Accordingly, this e-mail, in whole or in part, may be subject to disclosure pursuant to RCW 42.56, regardless of any claim of confidentiality or privilege asserted by an external party. The information contained in this email is intended only for the use of the individual or entity named in the body of the communication. Any dissemination, distribution or copying of this communication is strictly prohibited.

LeAnne Branam
Assistant Athletic Director
Wenatchee School District
509.663.3384 ext. 723
branam.l@wenatcheeschools.org



February 17, 2016

Rank One Sports
PO Box 1044
Sanger, TX 76266

To Whom It May Concern:

Wenatchee School District will be ending their contract for the 2015-2016 school year with Rank One Sport. Contract start date was May 15, 2015 and end date will be May 15, 2016. Please take this notification as termination of our contract with Rank One Sport for the 2016-2017 school year.

Thank you for the opportunity to work with you.

Sincerely,

MEMORANDUM

Inventory Surplus

TO:	Board of Education
FROM:	Karen Walters, Director of Accounting
DATE:	March 8, 2016
SUBJECT:	Declaration of Surplus

The Administration recommends that the items on the attached list be declared surplus and requests authorization to dispose of them.

Building	Quantity	Item
Columbia	1	Teacher Desk
Mission View	2	Trapezoid Tables
	2 Boxes	Heath Math Textbooks
	1 Box	Spanish Math Textbooks
Orchard	1	Metal Rolling Cart
	1	Metal Rolling Cart with Pockets
	1	Gray Laminate Rolling Cart
	1	Microwave
	3	Magnavox TV
	1	Quasar TV
	1	Phillips DVR/VCR
	1	Channel 1 Receiver
	1	Snack Machine Drawer
	1	Retractable Screen
	1	Retractable Map
	1	Wood Bookshelf
	1	Misc. Books
	1	Ping Pong Table
Wenatchee High School	1	Spinnet Piano
	6 Boxes	Reading Textbooks
	1 Box	Teacher Reading Manuals
	1 Box	Landforms Models
	4	Room Dividers
	1	Handheld OS Zire 71
	12 Pallets	Algebra Curriculum
Westside High School	7 Boxes	Misc. English Resource Books
	1	Snow Blower - Ariens
	1	Cust. Cart
	1	Spreader
	1	Snow Blower - Black Hawk
WV Tech Center	1	Frymaster Fryer
Technology		
<i>Columbia</i>	1	ibook
	7	iBook
<i>Newbery</i>	7	eMac
	1	Doc Camera
<i>Lincoln</i>	1	MacBook
<i>Mission View</i>	2	iBook
	2	eMac
	2	Epson Projector
	1	NEC Projector
	2	eMac
	1 Box	Misc. Cords, keyboards, mice
<i>WHS</i>	1	Phillips Projector
	1	Misc. . Switches

MEMORANDUM

Inventory Surplus

2	Brother Printer
2	iMac
1	Epson Scanner
1	MacBook
1	HP Laptop doc
1 Box	Misc. Items
1	Mac Server
1	Epson Powerlite
1	HP Compaq
1	HP Laptop Dock
1	Lenovo IdeaPad
1	Digital Camera
1	Dell Inspiron
1	HP Compaq Tower
1 Box	Power Cords
1	APC Back-UPS
1	iMac
1	Dell Inspiron
1	Apple Cinema Display
1	iControl GarageBand
1	Ziggi IPEVO
1	HP Compaq
1	Boxlight
2	Infocus
1	Panasonic CT

Wenatchee School District Sports Camp/Clinic Application

This application must be completed and approved by the school board prior to the start of any activity including pre-registration. Please include a prior year's camp flyer if you have one.

- | | |
|---|---|
| 1. <u>Football</u>
Type of Camp | 2. <u>orientation of incoming 9th graders</u>
Purpose of Camp |
| 3. <u>Wenatchee Football</u>
Group Sponsoring Camp | 4. <u>WHS</u>
Camp Location |
| 5. <u>Scott Devereaux + 9th grade staff</u>
Name of Clinician | 6. <u>2213 5th St.</u>
Address of Clinician |
| 7. <u>June 13-17, 2016</u>
Date(s) of Camp | 8. <u>5 practices - no pads</u>
Number & Types of Sessions |
| 9. <u>9th graders</u>
Age (Grade) of Participants | 10. <u>∅</u>
Cost Per Participant |
| 11. <u>60</u>
Anticipated Number of Male Campers | 12. <u>∅</u>
Anticipated Number of Female Campers |

13. Is the insurance/liability statement to the parent/legal guardian included on the pupil registration form?

Yes

No

Scott Devereaux
Camp Sponsor Signature

Evo A
Building Principal Signature

J. A. H.
District AD Signature

Date of Signature

Date of Signature

2/19/16
Date of Signature

School Board Section

____ Approved

____ Rejected

Reason for Rejection:

[Signature]
WSD Administrative Signature

Date

Wenatchee School District Sports Camp/Clinic Application

This application must be completed and approved by the school board prior to the start of any activity including pre-registration. Please include a prior year's camp flyer if you have one.

- | | |
|---|---|
| 1. <u>Football</u>
Type of Camp | 2. <u>Team Camp/practice</u>
Purpose of Camp |
| 3. <u>Wenatchee Football</u>
Group Sponsoring Camp | 4. <u>WHS, Triangle Park, OMS, PMS</u>
Camp Location |
| 5. <u>Scott Devereaux</u>
Name of Clinician | 6. <u>2213 5th St.</u>
Address of Clinician |
| 7. <u>7-17-16 - 7-21-16</u>
Date(s) of Camp | 8. <u>8 practice/scrimmage sessions</u>
Number & Types of Sessions |
| 9. <u>9-12 grade</u>
Age (Grade) of Participants | 10. <u>Varies \$50-100/participant</u>
Cost Per Participant |
| 11. <u>800</u>
Anticipated Number of Male Campers | 12. <u>0</u>
Anticipated Number of Female Campers |

13. Is the insurance/liability statement to the parent/legal guardian included on the pupil registration form?

Yes

No

Scott Devereaux
Camp Sponsor Signature

[Signature]
Building Principal Signature

[Signature]
District AD Signature

Date of Signature

Date of Signature

2/19/16
Date of Signature

School Board Section

____ Approved

____ Rejected

Reason for Rejection:

[Signature]
WSD Administrative Signature

[Signature]
Date



OVERNIGHT / OUT OF STATE FIELD TRIP REQUESTS

Angie Knudtson
3/2/16 8:24

Out of District/Overnight and Out of State Field Trip Requests for Board Approval Board Meeting: March 8, 2016

Requesting Location	Dates	Destination	Round Trip Miles	Teacher/Advisor Name	Group Making Trip/Chaperones	Educational Objective	# of		Estimated Cost
							# of Adults	Students	
203.3 Pioneer Middle School - SOAR	04/19/2016 06:00:00 AM - 04/24/2016 11:45:00 PM	Kentucky Expo Center 937 Phillips Lane Louisville KY	4,510.87	Jessica Frank	FMS Vex Robotics Team (Artificial Intelligence) and possibly Five Elements	To continue to grow in their ability to engineer robotics, program using code, and	4	9	\$0.00
402.2 Wenatchee High School	05/11/2016 04:30:00 PM - 05/14/2016 10:00:00 PM	WSU Campus, Pullman, WA	397	Beth Hammerberg, Dan Ellwood, Matt Asplund, Matt Kline	FFA	State Convention and Competition.	5	40	\$ 4,833.50
Out of District Field Trip Already Approved/Complete									
402.2 Wenatchee High School	3/03/2016 12:30 PM - 3/06/2016 8:00 PM	Seattle, WA	296.81	Dawn McCormick/Parents	NW Honor Choir Competition		1	1	\$0.00



NEW BUSINESS



Date: March 02, 2016

To: Board of Directors

From: Lindee Akers

Re: Long-Range Facilities Plan

MEMORANDUM

This plan is 328 pages, too large for the packet so it is posted on the moodle for your review, in the 3/08/16 Board Meeting section next to this packet.

Thank you,
Lindee

WENATCHEE PUBLIC SCHOOLS

We envision a Wenatchee renowned for making education personal and a local culture that values learning and is committed to success for all.

Wenatchee School District Phase 2 Facility Improvement Program

Board's Charge to the Committee

Within the Board of Directors' Vision Statement acknowledgement is given to the importance of community participation to assist with envisioning the future of the school district's educational program, formulate goals, define outcomes, and set the course for the District. To address facility interests designated as part of the Phase 2 Facility Improvement Program, the Board wishes to constitute a citizens based committee to formulate a series of recommendations. The committee will be known as- ***Citizens' Phase 2 Facility Planning Committee***. The Phase 2 focus is to be influenced by facility issues that directly address the Board's current priority interests:

Districtwide

Balance Between Building Utilization & Capacity Limits
Planning for Future Student Growth at All Levels
Grade Configuration Alternatives
School Safety

Wenatchee High School

Student Overcrowding
Facility Design That Supports Varied Personalized Learning Experiences
Expanding program options and enrollment at WestSide High School
and Wenatchee Valley Technical Skills Center.

Specifically, the Citizens' Phase 2 Facility Planning Committee is asked to:

1. Review, assess, and project short and longterm space needs districtwide
2. Prioritize grade configuration alternatives
3. Address Wenatchee High School's large student population, building capacity limits, and outdated infrastructure
4. Address High School Athletic Facilities: modernization and improvements

to high school athletic facilities to include WHS track and stadium bleachers, restrooms, tennis courts, Recreation Park Stadium bleachers, lighting, and field improvements

5. Address Foothills Middle School HVAC and plumbing and building envelopes for Mission View, Lewis and Clark, and Columbia Elementary Schools
6. School Safety and bus/parent pickup/drop off lanes at schools
7. Future land acquisition

District staff, with support from consultant services, is to evaluate related district facilities, align program interests and facility alternatives based on current and future goals, evaluation of the feasibility of facility alternatives, and provide necessary background for committee review, evaluation and recommendation development. Final committee recommendations are tentatively planned to be presented to the Board of Directors by August 2016.

Membership on the Committee is by invitation of the Superintendent and approved by the Board of Directors. Makeup of the Committee will reflect a cross-section of parents, community members, and school personnel. The Committee functions only in an advisory capacity culminating in a final recommendation. The District's Planning Team is to develop a process that is transparent, participatory, and communicates to all stakeholders in a timely manner throughout the process. Assisting district staff will be TCF Architects, Forte Architects and Hill International. The Committee is scheduled to hold the first meeting on March 31, 2016.



2016 PHASE 2 FACILITY PLANNING COMMITTEE MEMBERS' ROLES & RESPONSIBILITIES

The members of the Phase 2 Facility Planning Committee agree to:

1. Read and commit to follow the school board's charge given to the Committee by Superintendent Brian Flones.
2. Attend each of the Committee meetings.
3. Represent your school or constituency group by seeking input and sharing it with the Committee.
4. Actively participate in the process, i.e. listen, ask clarifying questions, and share input.
5. Treat others with respect and dignity.

Committee meeting dates:

We will hold the first meeting on Thursday, March 31st, 2016, at the district office, main boardroom, from 6:30 – 8:00 p.m. Our plan is for the Facilities Committee to meet twice monthly through April, May and June. Following our March 31st meeting, we have set Wednesdays as the day for our meetings. The meeting calendar will be reviewed at our first meeting and revisions will be made as needed.

- March 31, 2016
- April 13, 2016
- April 27, 2016
- May 11, 2016
- May 25, 2016
- June 08, 2016
- June 22, 2016 (if needed)

Meeting Locations: Meetings will be at School District Office as the main meeting site and will move to school sites as needed.

PHASE 2 FACILITY PLANNING COMMITTEE MEMBERSHIP

Community Representatives

- | | |
|------------------------|----------|
| • Community/Parents | 14 |
| • High School Students | <u>2</u> |
| | 16 |

School District

- | | |
|--|----------|
| • School Board Members | 2 |
| • Principals- (2 high school, 1 middle school, 2 elementary) | 5 |
| • Athletic Director | 1 |
| • Transportation Director (as needed) | 1 |
| • Special Education Director | 1 |
| • CTE Director | 1 |
| • WVTSC Director (as needed) | 1 |
| • High School Teachers | |
| o ELA, Social Studies, Foreign Language | 1 |
| o Science & Math | 1 |
| o Visual/Performing Arts, Physical Ed, Special Ed | 1 |
| o CTE | 1 |
| • WenEA President | 1 |
| • PSE Representative | <u>1</u> |

18

Committee: 34 Total members

District Support Staff

- Superintendent
- Deputy Superintendent
- Chief Financial Officer
- Director of Facilities



FACILITY PROJECTS


UPDATES

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 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?
03/02/16	Revision #3	Lydig Construction Inc.	LIN CIP - Lydig Change Order No. 3 to their contract dated 6/04/15.	\$115,093	Upon approval to September 2016	<u>Gregg Herkenrath / David Zeitlin</u>		No. Increase PO 842140015 1 by \$115,093.00	This is decided at the district office.
				Budget Code		I have read this contract and recommend it for board approval.			
				20 E 530 1413 21 7000 100 20 E 530 1413 22 7000 100		 Initial S-Z-16 Date			

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

Agency Name: Lydig Construction Inc.
 Attention: Brian Singer
 Street address or PO Box: 11001 E Montgomery Drive
 City, State, Zip Code: Spokane, WA 99206
 Email Address: bsinger@lydig.com
 Phone Number: (509) 534-0451

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

If this is a revision, what has changed?

LIN CIP - Change Order #3 encompasses twelve (12) changes to the contract. Ten (10) are additive and two (2) are deductive cost changes to the contract. See the architect's narrative attached herewith.

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

Reviewed by Attorney

Signature _____

Requires Edits?

LINCOLN ELEMENTARY SCHOOL
MODERNIZATION AND ADDITION
CHANGE ORDER NO. 3

February 23, 2016

SITUATION

Change Order No. 3 is attached for your review. The change order includes twelve (12) changes to the construction contract for the Lincoln Elementary School Modernization and Addition project. One (1) of the changes is due to construction related activities related to unforeseen soil conditions. Ten (10) of the changes are additive cost changes to the contract. Two (2) are deductive cost changes to the 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 6.84% of the construction contract amount.

<u>Original Construction Contract Amount</u>	\$19,445,406.00
<u>Current Change Order</u>	
Change Order No 3	\$115,093.00
<u>Total Change Orders</u>	
Change Order 1 thru 3	\$1,330,650.00
<u>Contract Amount including this Change Order</u>	\$20,776,056.00

RECOMMENDATION

The Board of Directors approves Change Order No. 3 to Lydig Construction, Inc. for the Lincoln Elementary School Modernization and Addition Project in the amount of \$115,093.00 increasing the contract amount to \$20,776,056.00.



AIA Document G701™ – 2001

Change Order

PROJECT (Name and address): Abraham Lincoln Elementary School Addition and Modernization 1224 Methow Street Wenatchee, Washington 98801	CHANGE ORDER NUMBER: 003 DATE: February 16, 2016	OWNER: <input checked="" type="checkbox"/> ARCHITECT: <input checked="" type="checkbox"/> CONTRACTOR: <input checked="" type="checkbox"/> FIELD: <input type="checkbox"/> PROJECT MANAGER: <input checked="" type="checkbox"/>
TO CONTRACTOR (Name and address): Lydig Construction 11001 E. Montgomery Drive Spokane Valley, Washington 92206	ARCHITECT'S PROJECT NUMBER: 1408 CONTRACT DATE: June 04, 2015 CONTRACT FOR: General Construction	

THE CONTRACT IS CHANGED AS FOLLOWS:

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

CCD	PCO	DESCRIPTION	COST
105	105	Scarify Soils at Subgrade	\$3,498.00
111	139	Added GWB Ceilings	\$67,314.00
113	148	Added ADA Door Operators	\$15,179.00
115	138	RFI 077 - Clear Finish at MDF Chair Rail in lieu of paint.	(-\$1,733.00)
116	131	PR 004 - Delete door louvers.	(-\$528.00)
116	136	PR 010 - Add flashing at exterior door jambs.	\$2,875.00
116	147	RFI 138 - Quiet Room 521 door hardware.	\$1,077.00
117	134	PR 007 - Change residential appliances from OFOI to CFCL.	\$10,880.00
118	150	ASI 006 - Audio visual and sound system changes.	\$4,122.00
118	152	RFI 170 - Power to fire sprinkler system air compressors.	\$3,549.00
118	162	RFI 195 - Heat tape for plumbing in area 5.	\$1,639.00
119	151	RFI 128 - Metal window flashing end dam/interior cover.	\$7,221.00
			\$115,093.00

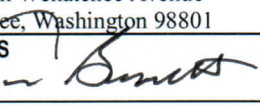
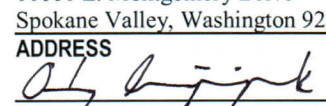
The original Contract Sum was	\$	19,445,406.00
The net change by previously authorized Change Orders	\$	1,215,557.00
The Contract Sum prior to this Change Order was	\$	20,660,963.00
The Contract Sum will be increased by this Change Order in the amount of	\$	115,093.00
The new Contract Sum including this Change Order will be	\$	20,776,056.00

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 October 31, 2016

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.

<u>Forte Architects, Inc.</u> ARCHITECT (Firm name)	<u>Lydig Construction</u> CONTRACTOR (Firm name)	<u>Wenatchee School District No. 246</u> OWNER (Firm name)
<u>240 North Wenatchee Avenue</u> <u>Wenatchee, Washington 98801</u> ADDRESS	<u>11001 E. Montgomery Drive</u> <u>Spokane Valley, Washington 92206</u> ADDRESS	<u>235 Sunset Avenue</u> <u>Wenatchee, Washington 98801</u> ADDRESS
 BY (Signature)	 BY (Signature)	 BY (Signature)
<u>Mr. Tom Bassett</u> (Typed name)	<u>ANDY SEMPRIMO</u> (Typed name)	 (Typed name)
<u>February 12, 2016</u> DATE	<u>2-16-2016</u> DATE	 DATE

February 16, 2016

**Re: Abraham Lincoln Elementary School Addition and Modernization
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 #105 Scarify Soils at Subgrade \$3,498.00

- (PCO 105) Nelson Geotechnical advised to scarify the soil in the area of the new foundations in order to speed the drying time.

CCD #111 GWB Ceilings \$67,314.00

- (PCO 139) Due to early value engineering efforts to minimize construction cost, the original car decking and added structural plywood on the ceilings were planned to be left exposed and simply painted. After initial installation of added structural plywood ceiling finish it was determined that the owner would benefit from a more finished look of adding gypsum wall board to the ceilings.

CCD #113 ADA Door Operators \$15,179.00

- (PCO 148) Adds labor and equipment for installing a complete and functioning ADA door operating system at the main entrance and bus drop off entrance. Only the infrastructure of the ADA door operators had been specified for the base bid. Feedback from the principal regarding student access was taken into consideration in this decision.

CCD #115 Clear finish at MDF Chair Rail in Lieu of Paint (\$1,733.00)

- (PCO 138) The alternate accepted in Change Order No. 1 included painting of the chair rail and wainscot MDF. The intended finish of the MDF was to be a durable clear coat. The painting of the material was eliminated and the clear coat was added. Providing a credit to the district.

CCD #116 Miscellaneous Door items \$3,424.00

- (PCO 131) Deleted door louvers specified in base bid at staff restrooms. (\$528.00)
- (PCO 136) Add flashing around outside of exterior doors to receive the thickness of the siding. \$2,875.00
- (PCO 147) Add new hardware for Quiet Room door #521 for similar installation as Washington Elementary. \$1,077.00

CCD #117 Change Residential Appliances to O.F.C.I. to C.F.C.I. \$10,880.00

- The residential appliances such as the staff break room refrigerator, dishwasher, microwave, and other appliances throughout the building were originally to be purchased by the owner separately and installed by the contractor. To simplify the process the contractor will provide a complete package. Appliances are being purchased through SavMart by the contractor.

CCD #118 Miscellaneous Electrical Changes \$9,310.00

- (PCO 150) Owner directed changes to the Gym and Multipurpose room audio visual equipment. \$4,122.00
- (PCO 152) Added infrastructure for power supply to the dry fire sprinkler system. This was a design build system, therefore the quantity and location of the equipment was unknown prior to bid. \$3,549.00
- (PCO 162) Added power and heat tape at water pipes in an uninsulated mechanical space. \$1,639.00

CCD #119 Metal Flashing End Dam Detail \$7,221.00

- The district building envelope consultant suggested installing the window sill pan in two separate pieces for ease of installation, an additional interior metal trim piece was required for visual appearance.



DISTRICT POLICY

UPDATES

STUDENT SERVICES

DISTRICT ATTENDANCE AREA TRANSFERS

A. Residency Requirements

Consistent with Policy 3130, students shall attend the school designated for their respective residential area.

1. Residence Definition

A student's residence shall be defined as stated in WAC 392-137-115, as it now appears or is hereafter amended.

2. Guardian Definition

As used in this Procedure, the term "guardian" means a person who:

- a. Has been appointed to be the legal guardian of a child through formal proceedings in accordance with state law;
- b. Is standing in the place of a parent to a student by virtue of the fact that, with apparent parental consent, the student resides with such person. If no objection has been provided to the District of such residency with the person, parental consent may be presumed.

3. Acceptable Documentation for Proof of Residence - Documentation in the name of the Parent or Guardian

The district requires that students or their parent or guardian provide proof of residence. Proof of residence may be verified using any of the following current documents, as long as the documents are in the name of the parent or guardian:

- a. Water/Utility bill;
- b. Electricity bill;
- c. Rent payment receipt, which shows the address for the rented or leased residence;
- d. Rental or lease agreement, where the residence is currently being occupied by parent or guardian;
- e. Washington State Driver's license;

- f. Washington State issued ID;
- g. Real estate purchase and sale agreement where the closing date is within 45 calendar days of submission of the agreement to the District, **and verification of sale is provided to the District 14 calendar days after the closing date; or**
- h. Rental or lease agreement specifying a future date of occupancy within 45 calendar days of submission of the agreement to the District, **and verification of occupancy is provided to the District 14 calendar days after the occupancy date of the agreement.**

4. Acceptable Documentation for Proof of Residence - Documentation not in the name of the Parent or Guardian

If the student's residence cannot be verified pursuant to Section A(3), then the student's proof of residence may be verified by an adult residing with the student providing a declaration signed under penalty of perjury stating the student's residence location and providing any of the following current documents, as long as the documents are in the name of the adult providing the declaration:

- a. Water/Utility bill;
- b. Electricity bill;
- c. Rent payment receipt, which shows the address for the rented or leased residence;
- d. Rental or lease agreement, where the residence is currently being occupied by the adult;
- e. Washington State Driver's license; or
- f. Washington State issued ID.

5. Change of Residence During School Year

A parent or guardian must notify the District, in writing or verbally, within ten (10) school business days whenever the student has a change of residential address.

a. Remaining a Resident of the District

A student who moves out of the resident school's boundary area but remains a resident of the District may only continue to be enrolled at such school for the remainder of the current school year without submitting an In-District Transfer Request Form. The building principal may require the parent or guardian to complete an In-District Transfer Request Form at any time and undergo the formal approval process for the current school year if:

- i. The student fails to maintain regular attendance;

- ii. The student's disciplinary records indicate a history of convictions for offenses or crimes, violent or disruptive behavior, or gang membership; or
- iii. The student has been expelled or suspended from school for more than ten consecutive days during the last calendar year.

b. Becoming a Resident of Another District

A student that moves out of the District must comply with Policy 3141 for Choice Transfer Applications for Non-Resident Students. However, a senior may elect to finish the school year without transferring to their resident district, but must declare his or her preference prior to the beginning of the last semester and complete the choice transfer application process in Policy 3141.

6. Students Residing with a Person Other Than a Parent or Guardian

Students living with someone other than their parent or guardian, are required to provide a "Verification and Hold Harmless Agreement" (HHA). The "Verification and Hold Harmless Agreement Form" may be obtained from the school attendance office. A parent or guardian must sign the form before a NOTARY and then return the form to the school attendance office. Additional verification may be required from the person with whom the student resides, e.g., letter describing the living arrangements.

7. Falsification of Address

Falsification of an address, residence or conditions of living arrangements to obtain a school assignment may be cause for the withdrawal of the student at the end of the grading period. Written notice of intent to withdraw the student will be forwarded to the parent or guardian. Such a falsification will also cause forfeiture of any future in-district transfer rights through the highest grade level of that school.

B. In-District Transfer Request

Any parent or guardian who wishes for their student to attend a school other than the school designated for the student's respective residential area may request for an in-district transfer. A parent or guardian must complete an In-District Transfer Request Form for each student that is requesting to attend a school other than their resident school. An in-district transfer request is limited to one (1) student for each school year unless otherwise allowed by this Procedure. The Form may only list one requested school. Forms that list more than one requested school will be denied as incomplete. In-District Transfer Request Forms must be signed by the parent or guardian of the student.

Students participating in home-based instruction who wish to be part-time students in a school other than their resident school must submit an In-District Transfer Request Form.

In-District Transfer Request Forms are available at the District's Central Business Office.

Completed forms need to be submitted to _____ .

If a student moves to a new residence at any time after the In-District Transfer Request Form is submitted, an amended In-District Transfer Request Form must be completed with the address of the new residence. Submitting the amended In-District Transfer Request Form will not restart the date of the application for purposes of priority within any waitlist or consideration for approval.

C. Open Enrollment Period

1. Current School Year

In-District Transfer Request Forms for the current school year will be accepted during the open enrollment period of the first day of school through January 31st. In-District Transfer Request Forms for the current school year will not be accepted after January 31st unless the student's residential address has changed within the thirty (30) calendar days prior to the submission of the In-District Transfer Request Form.

2. Next School Year

In-District Transfer Request Forms for the following school year will be accepted during the open enrollment period of February 1st through March 31st.

In-District Transfer Request Forms received after the open enrollment window shall be placed on a waiting list; provided that the request has not been approved or denied.

D. Approval or Denial

1. Criteria

In-district transfer requests will be approved, denied or placed on a waitlist based upon the criteria established in Policy 3131. In addition to the criteria listed in Policy 3131, an in-district transfer request may be approved if there is some other special hardship or detrimental condition affecting the student or the student's immediate family, which would be alleviated as a result of the in-district transfer. For purposes of this provision, daycare is not considered a hardship and "immediate family" means the student's parent, stepparent, grandparent, sibling, stepsibling, child, legal guardian, or registered domestic partner of a parent.

In addition to the reasons for denial listed in Policy 3131, any In-District Transfer Request Form that is missing information, lists more than one requested school, or contains false information may be deemed incomplete and denied.

2. Current School Year

For In-District Transfer Request Forms received for the current school year, the parent or guardian will be notified in writing of approval, denial or waitlist status no later than twenty (20) school business days after the Form was received by the District.

3. Student's Entering into 1st Grade through 8th Grade

For In-District Transfer Request Forms received during the open enrollment period for students entering grades 1st through 8th the following school year, the parent or guardian will be notified in writing of approval, denial or waitlist status no later than April 30th. If denied, the notice shall state the basis for the denial.

4. Student's Entering into Kindergarten

For In-District Transfer Request Forms received during the open enrollment period for students entering kindergarten the following school year, the parent or guardian will be notified in writing of approval, denial or waitlist status no later than one (1) week prior to the start of the school year. If denied, the notice shall state the basis for the denial.

5. In-District Transfer Request Forms Received After Open Enrollment Period

For In-District Transfer Request Forms received after the open enrollment period for the following school year, the parent or guardian will be notified in writing of approval, denial or waitlist status no later than ten (10) school business days after the start of the school year. If denied, the notice shall state the basis for the denial.

6. Presumed Denial

If a parent or guardian has not received notification by the dates outlined above, the In-District Transfer Request Form is deemed to have been denied.

7. Service of Notice

Any notice of approval, denial or waitlist status may be personally served or mailed by regular mail. If the notice is mailed, it shall be deemed received by the parent or guardian three (3) school business days after mailing.

E. Waitlist Status

In-District Transfer Request Forms not approved based solely upon no space availability in the grade level, program or class at the site in which the student desired to be enrolled will be placed on a waiting list in the order the In-District Transfer Request Form was received by the District. If more than one In-District Transfer Request Form is received on any given day, the requests shall be placed on the waiting list in alphabetical order for that day.

The District will use its best efforts to review space availability in grade levels, programs or classes on a monthly basis. As space becomes available, the District will review the applicants on the waitlist to determine if approval is warranted. The District will notify waitlist applicants in writing if their In-District Transfer Request Form has been approved. Notice shall be served as outlined in Section D(7) of this Procedure.

Students on the waitlist must enroll or continue enrollment at their residential school until notification of an approval.

F. Homeless Students

For homeless students, the District shall be comply with Policy No. 3115. Homeless students shall have the same availability for in-district transfer requests afforded to students with a residential address.

G. Placement of Student

The decision of where to place a student seeking to enroll at a transfer school rests with the school's principal; provided that Special Education and English Language Learners (ELL) and State Transitional Bilingual Program Students will be assigned to schools according to the placement procedures of special education and the migrant/bilingual programs.

H. Duration of Approval

A parent or guardian that has received prior approval of an In-District Transfer Request Form is not required to submit an In-District Transfer Request Form for each new school year for the transfer school. The in-district transfer shall be effective for whatever length of time as is desired at the approved transfer school, unless otherwise revoked or denied, or the student moves outside of the District.

In-district transfers of elementary school students shall not carry over into middle school. A parent or guardian must submit a new In-District Transfer Request Form for any student entering middle school.

I. Withdraw of In-District Transfer Request

The parent or guardian may withdraw the In-District Transfer Request within five (5) school business days following receipt of the notice of approval by presenting a written and signed notice of withdrawal to the Superintendent or designee at the District's Central Business Office. Unless such a notice of withdrawal is received within the five-day period, the approval will be deemed valid and will become effective.

J. Revocation of Approval

Once an in-district transfer request has been approved, the student may be enrolled in the requested school. Approval may be revoked at the end of any grading period if:

1. The student fails to maintain regular attendance;
2. The student's disciplinary records indicate a history of convictions for offenses or crimes, violent or disruptive behavior, or gang membership; or

3. The student has been expelled or suspended from school for more than ten consecutive days after the date of approval;
4. The student is not making satisfactory academic progress; or
5. There is overcrowding at the grade level in which the student is enrolled.

If approval has been revoked, the student shall enroll at his or her resident school. Any corrective action and/or discipline imposed by the transfer school shall continue at the resident school until such corrective action and/or discipline is completed.

Any notice of revocation shall be done in writing to the parent or guardian and shall state the basis for the revocation. The notice of revocation may be personally served or mailed by regular mail. If the notice of revocation is mailed, it shall be deemed received by the parent or guardian three (3) school business days after mailing.

K. Appeal of Denial or Revocation

If an in-district transfer request has been denied or revoked, the parent or guardian may request the Superintendent or designee for an appeal of the denial or revocation. The request for an appeal may be in writing or verbally and must be received at the District's Central Business Office within five (5) school business days from the day on which the notice of denial or revocation was received by the parent or guardian. If a request for an appeal is not timely made, the right to an appeal is waived.

For the appeal, the Superintendent or designee will review the In-District Transfer Request Form, any documents of the District, and any documents submitted by the parent or guardian. The Superintendent or designee will issue a written decision within ten (10) school business days after receiving the request for an appeal. The decision may be personally served or mailed by regular mail. If the decision is mailed, it shall be deemed received by the parent or guardian three (3) school business days after mailing. The decision of the Superintendent or designee is final and may not be appealed.

During any appeal period, the student shall enroll at his or her resident school.

J. Inter-District On-line Choice Agreements

The following governs when a student remains as a resident and student of the Wenatchee School District and seeks partial enrollment in another district's online learning program.

1. The Wenatchee School District is under no legal obligation to provide shared FTE with another district or program.
2. Total enrollment in grades K-12 for each student must not exceed 1.0 FTE.
3. The "WSD Inter-District On-line Choice Agreement Form" (*Form 3131 IA*) must be

completed and approved prior to partial enrollment in another district’s online learning program.

4. The inter-district agreement must specify the maximum amount of FTE each district or program is allowed to claim for the student.
5. When sharing enrollment combined with another district or program, the Wenatchee School District’s FTE will be claimed prior to any shared FTE.
6. Wenatchee School District will determine the amount of remaining FTE available for shared enrollment based how much FTE is not being claimed after district expenses are established and secured.

L. Deadlines

Any deadline date stated in this Procedure that falls on a weekend or holiday will move to the following school business day.

**In-District Transfer Request
Timelines - Overview**

January 31 st	Last day for transfer requests for current school year
February 1 – March 31	Open enrollment window for transfer requests for next school year
April 1 st – Last day of summer break	New transfer request may be placed on waiting list
April 30 th	Students entering grades 1-8 placement status will be mailed
1 week prior to the start of school	Students entering kindergarten placement status will be mailed

Cross Reference: Board Policy 3141 – Nonresident Students
 Board Policy 3130 – District Attendance Areas
 Board Policy 3115 – Homeless Students: Enrollment Rights and Services
 Board Policy 3110 – Qualification of Attendance and Placement

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 Revised 12/05/15;
 Revised 2/12/16