



**WSD Board Meeting
October 11th, 2016
WSD District Office
Agenda**

6:00 PM

I. PLEDGE OF ALLEGIANCE	TIME
II. CONSENT AGENDA:	02 Min
Minutes: Regular Board Meeting 9/27/16	Action 1+
Personnel Report	Action 2+
Vouchers	Action 3+
Contracts	Action 4+
Surplus	Action 5+
III. CITIZENS COMMENTS:	03 Min
IV. HIGH SCHOOL ASB REPORTS:	05 Min
V. FIELD TRIP REQUESTS:	10 Min
Jodi Smith Payne, Assistant Superintendent L&T & Teachers & Advisors	Action 10 min
VI. WENATCHEE LEARNS STRATEGIES:	85 Min
<i>Strategy Three – Use Best Tools & Resources to Advance Learning</i>	
Objective 3.4: Facilities that Optimize Learning:	
Citizens Facilities Committee – Phase 2 Capital Bond Recommendations	Information 45 min
David Zeitlin, Senior Project Manager, Hill International & Bond Committee Members	
<i>Strategy One - Personalized Learning</i>	
Objective 1.3 Science, Technology, Engineering, Arts & Math (STEAM) and Project-Based Learning: Update on Migrant Summer School Programs	
Jodi Smith Payne, Assistant Superintendent & Cyndi Valdez, Assist. Director State & Fed. Programs, & Students in Programs	Information 20 min
<i>Strategy Two – Tapping into the Power of the Community</i>	
Objective 2.3 Partnerships with Businesses	
Wenatchee Learns Connect Update: 2016-17	Information 10 min
Diana Haglund, WL Connect Coordinator	
<i>Strategy Four – Balance Change for All with Excellence for All</i>	
Objective 4.1 Continuous Improvement of Service Quality	
Policy Updates - First Reading:	
2000 Policy Series	Information 05 min
Jodi Smith Payne, Assistant Superintendent of Learning & Teaching	
Dennis Conger, Director of Career & Technical Education	
3000 Policy Series	Information 05 min
Mark Helm, Executive Director of Student Services	
VII. BOARD COMMUNICATION	05 Min
VIII. SUPERINTENDENT’S REPORT	05 Min
Thought Exchange Results	
IX. ADJOURNMENT	
X. EXECUTIVE SESSION	

SEE REVERSE SIDE



CONSENT AGENDA



Wenatchee School District Regular Board Meeting

Minutes of September 27, 2016
WSD District Office

Board Members

6:00 PM

Staff Present

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

Brian Fones, 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.
Ms. Talbot asked for a motion to approve the consent agenda.

II. Consent Agenda

MOTION MADE: Robert Sealby made the motion to approve the consent agenda.
SECONDED: By Claudia De Robles
PASSED UNANIMOUSLY

Consent Agenda included:

1) Minutes

MINUTES: Minutes of Regular Bd. Mtg. 9/13/16

2) Personnel Report

PERSONNEL REPORT PREPARED BY: Lisa Turner, HR
Director: 9/27/2016 personnel report: On File

3) Vouchers/Payroll

VOUCHERS PREPARED BY:
Karen Walters, Director of Accounting: 9/27/16
General Fund:

Check numbers 586074 through 586218 totaling \$282,965.23
Check numbers 586246 through 586386 totaling \$1,138,301.03

Capital Project Fund:

Check number 586219 through 586236 totaling \$1,693,662.32
Check number 586387 through 586391 totaling \$26,550.91

Associated Student Body Fund:

Check number 586237 through 586245 totaling \$13,833.79
Check number 586392 through 586411 totaling \$20,674.35

PAYROLL: Tammy Hubensack, Director of Payroll:
\$6,951,147.51 for the month of September 2016

4) Surplus Report

SURPLUS REPORT: None

5) Contracts

CONTRACTS: Karen Walters, Director of Accounting – 9/27/16

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?
09/14/16	New	No	City of Wenatchee	Parade Permit	\$50	10/7/16	Brent Grothe / Ricardo Iniguez	Yes	Yes
					Budget Code				
					402-1104				
09/06/16	Renewal	No	River Academy	Science Field Experience	N/A	Upon Approval - 6/15/17	Teresa Hagan	Yes	No
					Budget Code				
					N/A				
09/12/16	New	No	Numerica Performing Arts Center	Ticket sales for choir winter play - WHS White Christmas	4% gross ticket sales & .20 per ticket	10/1/16 - 12/10/16	Dawn McCormick / Ricardo Iniguez	Yes	Yes
					Budget Code				
					402-4467				

09/14/16	New	No	Fulcrum Environmental consulting	Assessment & Evaluation of the Federal Building	\$6,600 Budget Code phase 2	8/9/16 - 9/3/16	Denise Watson	Yes	Yes
09/06/16	Renewal	No	St. Josephs Catholic School	Science Field Experience	N/A Budget Code N/A	Upon Approval - 6/15/17	Teresa Hagan	Yes	No
09/06/16	Renewal	No	St. Paul's Lutheran School	Science Field Experience	N/A Budget Code N/A	Upon Approval - 6/15/17	Teresa Hagan	Yes	No
09/15/16	Revision	Yes	Washington STEM	Learning Labs Grant for Wenatchee Learns	\$15,000 credit Budget Code N/A	9/1/16 - 6/30/17	Diana Haglund	Yes	No
08/31/16	New	No	Tall Timber Rance	WHS Choir Retreat	\$4,800 Budget Code 402-4465	10/1/16 - 10/2/16	Dawn McCormick / Ricardo Iniguez	Yes	Yes
09/20/16	Renewal	No	NCESD	Certification Services #2016-149	\$2,000 Budget Code 9700 14 7098 000 3020	2016-2017 School Year	Lisa Turner	Yes	Yes

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?
09/23/16	New	PYRO SPECTACULARS	FIREWORKS FOR HOMECOMING FOOTBALL GAME 10/7/16	\$1,500 Budget Code 402-1100	Oct 7, 2016	(Brent Grothe) I have read this contract and recommend it for board approval. Initial 9/23/16 Date			

6) Additional Consent Agenda Items

Policy 2nd Reading Approvals:

3115	Homeless Students	Essential	Approve	Added provisions for unaccompanied youth
3231	Student Records	Essential	Approve	Updated to align retention schedules with both School District records retention schedules but also Local Government Records Retention Schedule.

3241	Classroom Management, Discipline and Corrective Action	Essential	Approve	Added disproportionality provision and changes to "academic term"
5240	Evaluation of Staff	Essential	Revise	This policy has been updated to remove procedural implementation language. The procedure has been deleted entirely to avoid confusion with collective bargaining agreements, which typically address evaluations.
5001	Hiring of Retired School Employees	Essential	Revise	This policy has been updated to reflect the changes in legislation related to retiree's under early retirement incentives.
5610	Substitute Employment	Essential	Revise	Policy update to include a new annual reporting requirement for Districts to OSPI

5203P Procedure – Employee Assistance Program **Delete**
The procedure has been deleted because an implementing procedure is unnecessary and overly prescriptive. Each employee may present different needs and fact patterns that cannot be addressed in one comprehensive procedure.

5211 Policy - Transfers **Delete**
This policy has been deleted because most transfer and reassignment for represented personnel are regulated by collective bargaining agreements and this policy can create confusion if it runs counter to such provisions. Non-represented personnel work in such varied and assorted positions that a comprehensive policy is difficult to apply to all situations.

5215 Policy - Assignment & Transfer of cert admin staff **Delete**
This policy has been deleted because it is an unnecessary reiteration of the procedure process for transfer of certificated administrative staff pursuant to RCW 28A.405.230

5221 Policy - Part Time Staff **Delete**
This policy has been deleted because it is not necessary to authorize the hiring of part-time staff. Additionally, part-time staff are employed in such varied and assorted positions that each situation cannot be covered by a single policy or procedure.

5230/5230P Policy & Procedure – Job descriptions responsibilities **Delete**
This policy and procedure have been deleted due to the fact that Human Resources departments regularly modify job descriptions so listing them in a policy is inappropriate.

5280P Procedure – Termination of employment **Delete**
This procedure has been deleted because these processes are regulated by state statute and collective bargaining agreements.

5252P Procedure – Staff Participation **Delete**
This procedure has been deleted because Policy/Procedure 4400 covers election activities and PDC requirements.

5281P Procedure – Disciplinary Action and Discharge **Delete**
This procedure has been deleted because it is an unnecessary reiteration of the policy, RCW's, and applicable collective bargaining agreements.

III. Citizens Comments

None

IV. Recognitions

Heather Crail, HR Director, announced the three new retirees and introduced their supervisors to say a few word for each one:

- Dave Yancey, Director of Technology, introduced Karen Flynn, who is retiring after 29 years with the district as the Technical Support Specialist. Mr. Yancey worked with her for 18 of those years. She is appreciated by all who work with her and their department will all truly miss her. She has been a valuable addition to WSD.
- Bill Eagle, Director of State & Federal Programs, introduced Vicki Martz, Secretary for the Director of State & Federal Programs & the “historian” of their department & expert of their programs. She has been a great help to the Director in his transition into his new position and she is appreciated for her expertise. Ms. Martz is retiring after almost 17 years with the district.
- Heather Crail introduce Frank Detoma, a bus driver and past president of his bargaining unit. He has been with the district for 7 years and loved by everyone who worked with him including his students, he will be truly missed by all. He loved every minute while working at WSD and enjoyed his position as a bus driver. The students were the best part of his job.

After their supervisors shared the value they have brought to the district and to their departments throughout the years, they were given engraved clocks and Certificates of Appreciation and congratulated and thanked by the board and superintendent for their many years of service.

V. ASB Reports

None

VI. Field Trip Requests

Presented by Jodi Smith Payne, Assistant Superintendent of Learning & Teaching and teachers, Dawn McCormick and Dave Riggs:

Out of District/Overnight and Out of State Field Trip Requests for Board Approval on September 27, 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
402.5 Wenatchee High School - ASB	1311	10/01/2016 07:00:00 AM - 10/02/2016 12:00:00 PM	Tall Timbers Ranch - Leavenworth WA	110.38	Dawn McCormick	Chamber Singers annual retreat at Tall Timbers.	Students will be doing team building activities as well as setting goals for the year. Also rehearsing music for upcoming concert.	5	46	\$ 850.38	ASB WHS - Choirs
402.5 Wenatchee High School - ASB	1479	11/10/2016 06:00:00 AM - 11/13/2016 06:00:00 AM	Indianapolis, IN	324.54	Dave Riggs	Journalism/Student Media	We are traveling to the Fall National High School Journalism Convention in Indianapolis, IN, to receive national award (s), and also to take part in conferences and workshops, as well as to compete in write-off competitions.	1	3	\$4,500	CTE covering advisor, \$1,900, ASB \$1,400 Parents \$1,200
402.5 Wenatchee High School - ASB	1372	02/10/2017 12:00:00 PM - 02/11/2017 05:00:00 PM	Chiwana High School - Pasco WA	255.27	Dave Carlson	Speech and debate	Regional Qualifying Tournament	5	15	\$ 1,692.06	WHS - Debate
402.5 Wenatchee High School - ASB	1369	01/06/2017 11:00:00 AM - 01/07/2017 11:00:00 PM	Gonzaga University - Spokane WA	344.22	Dave Carlson	Speech and Debate	State Level Tournament	2	5	\$ 1,121.66	WHS - Debate
402.5 Wenatchee High School - ASB	1373	02/02/2017 12:00:00 PM - 02/04/2017 12:00:00 AM	University High School - Spokane WA	358.42	Dave Carlson	Debate Team	Foley Tournament for pre State preparation	2	5	\$ 1,394.38	WHS - Debate
402.5 Wenatchee High School - ASB	1374	03/10/2017 05:00:00 PM - 03/11/2017 11:30:00 PM	University of Puget Sound - Tacoma WA	329.52	Dave Carlson	Speech and Debate	State IE Tournament	3	10	\$ 2,441.83	WHS - Debate

Board Approval on September 27, 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
402.5 Wenatchee High School - ASB	1373	02/02/2017 12:00:00 PM - 02/04/2017 12:00:00 AM	University of Puget Sound - Tacoma WA	358.42	Dave Carlson	Debate Team	State Debate Tournament	2	5	\$ 1,394.38	WHS - Debate

Dawn McCormick, Choir Director, Dave Riggs, Journalism Teacher and journalism student, Cameron Wood, presented their field trips to the board for approval. Student, Cameron Wood, shared about the enriching experience it has been for students throughout the years to attend the National High School Journalism Convention. Dave Carlson was unable to attend due to Open House at WHS. Ms. Smith Payne asked for approval of all the field trips.

MOTION MADE: Laura R. Jaecks made the motion to approve all the field trips as presented.

DISCUSSION: She also commented that they like to hear back from students after they have attended these trips to hear about their experiences.

SECONDED: By Claudia De Robles

PASSED Unanimously

VII. Facility Updates

David Zeitlin, Senior Project Manager, Hill International presented the following reports to the board.

Portable Installation Change Order #1 - Smith Excavation:

Change Order #1 includes seven (7) additive changes. Six (6) of the changes are due to construction related coordination activities and one (1) was an owner request. Below is the report:

SITUATION

Change Order No. 1 is attached for your review. The change order includes seven (7) additive changes to the construction contract for the Portable Installation Site Work Projects. Six (6) of the changes are due to construction related coordination activities; one (1) was an owner requested item.

The cost of the changes from Change Order No. 1 is within the budget established for this project. The total for change orders to date is 7.1% of the original construction contract amount.

<u>Original Construction Contract Amount</u>	\$995,000.00
<u>Current Change Order</u>	
Change Order No 1	\$70,956.44
<u>Total Change Orders</u>	
Change Order 1	\$70,956.44
<u>Contract Amount including this Change Order</u>	\$1,065,956.44

RECOMMENDATION

The Board of Directors approves Change Order No. 1 to Smith Excavation, Inc. for the Portable Installation Site Work Projects in the amount of \$70,956.44 increasing the contract amount to \$1,065,956.44.

THE CONTRACT IS CHANGED AS FOLLOWS:

(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)
 Per CCD 1, dated July 1, 2016; ADD: \$671.43

- To Civil drawings per revision note 4 dated 06/24/16 issued in ASI 001:
1. Added (2) sewer cleanouts at HS
 2. Deleted (1) sewer cleanout at CES
 3. Modified sanitary sewer slopes as needed to maintain 2% minimum slope at CES and WSHS
 4. Added note on connection detail to call out type DMV sewer pipe between 3030 hand hold and portable connection

Per CCD 2, dated July 1, 2016; ADD: \$2,535.50

1. The Wenatchee High School planned sewer connection point was higher than anticipated. Contractor shall connect downstream of planned location approximately 55LF to achieve necessary tie-in elevation. Contractor shall adjust pipe grade as needed to connect to the inlet elevation noted on fitting WH-FG1, maintaining a minimum slope of 1%. This work shall also include surface restoration and reconnection of existing sewer laterals to bus wash station as needed. Contractor shall note revised elevations and grades for as-built information. Sewer note callout on Sheet WS-C1.18 for sewer pipe under proposed portable building shall be revised to read "Approx. 55' of 4" SCH. 40 ABS PIPE".

2. Revise note for east/west storm line between CB-1 and CB-2 to read "APPROX. 176' 8" CPP @ 2%". CB-1 IE (E) is revised to = 833.51'.

Per CCD 3R, dated July 20, 2016; ADD: \$5,508.69

- To Civil drawings sheet WH-C1.08 per revision note 5 dated 07/11/16:
1. Add an additional asphalt walkway as indicated in site plan. Revise current asphalt walkway width as indicated in site plan.

Per CCD 4R, dated August 29, 2016; ADD: \$47,372.65

- Asphalt Cost:
1. Wenatchee High School:
 - Extra Asphalt Patching - \$17,046.20
 - Parking Patch Preparation - \$814.74
 - Trench Patch Preparation - \$3,844.19
 2. Columbia Elementary School
 - Patch Preparation - \$1,130.79
 - Asphalt Patching - \$3,302.99
 3. Westside High School
 - Additional Asphalt - \$13,485.27
 - Preparation for additional asphalt for driving lane in front of school - \$3,218.67

- Preparation for additional asphalt at west pad - \$1,969.26
- Remove additional asphalt for west portable pad - \$1,206.98
- Remove asphalt for extra paving for driving lane, front of school -\$1,845.07

Per CCD 7, dated July 27, 2016; ADD: \$874.23

- To roof drain connections per RFI-WH1 - Roof Drain Connections:
1. Provide clean out casting over the 4" pipe as indicated RFI-WH1 - Roof Drain Connections.

Per CCD 8, dated July 28, 2016; ADD: \$3,243.62

- To Wenatchee High School site:
1. The two existing catch basins located along the walkway west of the Wenatchee High School portables pad sit in a localized low spot. The district desires to raise these catch basins and flatten the grades surrounding them. Contractor shall provide approximately 6" to 18" riser as needed to adjust rim elevations to achieve approximately 4:1 slopes adjacent to the inlets. In addition, Contractor shall provide a new frame a grate for the northern most catch basin.

Per CCD 11, dated August 15, 2016; ADD: 10,750.32

- To Wenatchee High School site:
1. Install sprinklers and plants per school district plans and discussions

TOTAL ADDITION: \$70,956.44

The original Contract Sum was	\$ 995,000.00
The net change by previously authorized Change Orders	\$ 0.00
The Contract Sum prior to this Change Order was	\$ 995,000.00
The Contract Sum will be increased by this Change Order in the amount of	\$ 70,956.44
The new Contract Sum including this Change Order will be	\$ 1,065,956.44

The Contract Time will be unchanged by Zero (0) days.
 The date of Substantial Completion as of the date of this Change Order therefore is

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.

After several questions were answered about the locations of the excavations Mr. Zeitlin asked for approval. The board asked to go back to the format used in the past when presenting the change orders. It is easier to follow.

MOTION MADE: Walter Newman made the motion to approve Portable Installation Change Order #1 - Smith Excavation as presented by David Zeitlin, Hill International Senior Project Manager.

DISCUSSION: None

SECONDED: By Walter Newman

PASSED Unanimously

Capital Facilities Updates:

Capital Improvement Program Bond and SCAP Funding	Funding	Budget Transfer	Current Budget	Phase 2 Planning Encumbrance	Balance Remaining	Bond Allocation	OSPI/SCAP Allocation
	\$ 82,484,971	\$ 10,883,156	\$ 79,383,156	\$ 990,437	\$ 2,111,378	\$ 66,500,000	\$ 15,984,971

Project	Budget Data			Cost To Date				Construction Contract(s)		
	Baseline Budget (Revised)	Budget Transfer	Current Budget	Cost to date Last Period	Cost this Period	Cost to Date	% Spent*	Original Construction Contract(s)	Current Construction Contract	Constructio Cost to Dat
Capital Improvement Program Phase 1 Allocation										
Total Across Program	\$ 68,500,000	\$ 10,883,156	\$ 79,383,156	\$ 54,685,614	\$ 11,636,904	\$ 66,322,518	84%	\$ 56,163,737	\$ 59,197,015	\$ 43,436,2
Capital Improvements Program (#1400)	\$ 75,000	\$ 250,000	\$ 325,000	\$ 251,054	\$ 144,453	\$ 395,507	122%	NA		NA
Lincoln ES Modernization & Addition (#1413)	\$ 23,662,500	\$ 3,738,044	\$ 27,400,544	\$ 19,808,102	\$ 2,326,758	\$ 22,134,859	81%	\$ 19,445,406	\$ 20,924,327	\$ 15,433,4
Mission View Site Improvements (#1414)	\$ 650,000	\$ 267,820	\$ 917,820	\$ 917,819	\$ -	\$ 917,819	100%	\$ 760,523	\$ 784,483	\$ 784,0
Washington ES Replacement (#1416)	\$ 29,462,500	\$ 3,558,170	\$ 33,020,670	\$ 21,428,189	\$ 6,380,802	\$ 27,808,992	84%	\$ 24,071,602	\$ 24,559,749	\$ 16,416,7
Castle Rock - SPED Modernization (#1421)	\$ 6,100,000	\$ 1,300,000	\$ 7,400,000	\$ 4,437,198	\$ 1,400,832	\$ 5,838,029	79%	\$ 4,664,836	\$ 4,827,391	\$ 3,013,5
Pioneer Middle School Gym Modernization (#1423)	\$ 6,550,000	\$ 403,911	\$ 6,953,911	\$ 6,356,830	\$ 42,229	\$ 6,399,059	92%	\$ 4,530,725	\$ 5,304,011	\$ 5,301,3
Apple Bowl Upgrades (#1423.1)	\$ -	\$ 1,365,211	\$ 1,365,211	\$ 1,284,993	\$ 49,903	\$ 1,334,896	98%	\$ 1,259,419	\$ 1,288,911	\$ 1,284,9
Portables (#1423.7)	\$ 2,000,000	\$ -	\$ 2,000,000	\$ 201,428	\$ 1,291,928	\$ 1,493,356	75%	\$ 1,431,226	\$ 1,508,143	\$ 1,202,0

*Includes retainage held back

Owner Management Reserve (OMR)			Owner Contingency					GC/CM Contingency				Total Contingency Balance
Owner Management Reserve (OMR)	OMR Transfer**	OMR Balance	Owner Contingency (Original)	Owner Increase	Owner Change Orders To Date	Potential Changes	Owner Contingency Balance	GC/CM Contingency	GC/CM Change Orders***	Potential Changes	GC/CM Contingency Balance	
\$ 1,082,198	\$ (211,639)	\$ 870,559	\$ 2,432,319	\$ 2,971,692	\$ 3,003,785	\$ 337,249	\$ 2,062,976	\$ 2,217,918	\$ 984,517	\$ 586,311	\$ 647,090	\$ 3,580,625
\$ -	\$ -	\$ -	NA	NA	NA		NA	NA	NA	NA	NA	
\$ 438,219	\$ (72,392)	\$ 365,827	\$ 1,197,478	\$ 700,412	\$ 1,478,921	\$ 76,019	\$ 342,950	\$ 884,433	\$ 253,550	\$ 298,811	\$ 332,062	
\$ -	\$ -	\$ -	\$ -	\$ -	\$ 23,960		\$ (23,960)	NA	NA	NA	NA	
\$ 218,424	\$ (73,073)	\$ 145,352	\$ 443,911	\$ 1,528,212	\$ 488,147	\$ 185,102	\$ 1,298,874	\$ 1,114,923	\$ 643,014	\$ 287,500	\$ 184,409	
\$ 139,850	\$ 44,435	\$ 184,285	\$ 180,844	\$ 314,912	\$ 162,555	\$ 11,172	\$ 322,029	\$ 218,562	\$ 87,943	\$ -	\$ 130,619	
\$ 185,705	\$ (110,610)	\$ 75,095	\$ 410,086	\$ 428,156	\$ 773,286	\$ 64,956	\$ -	NA	NA	NA	NA	
\$ -	\$ -	\$ -	\$ -				\$ -	NA	NA	NA	NA	
\$ 100,000	\$ -	\$ -	\$ 200,000		\$ 76,917		\$ 123,083	NA	NA	NA	NA	

Discussion points:

- Portables line item added (#1423.7)
- Owner Management Reserve Total Across Program: \$70,559
- Presently at 84% of Budget
- Owner Contingency Balance Total Across Program: \$2,062,976
- GC/CM Contingency Balance Total Across Program \$647,000
- Total Contingency Balance: \$3,580,625

Details of Washington Elementary School discussed - what is left on the punch-list. Lincoln Elementary construction updated also and discussed.

Castlerock construction report also.

The board thanked Mr. Zeitlin for keeping them informed.

VIII. Learning & Teaching Updates

LEARNING & TEACHING UPDATE:

Transforming Professional Learning in the Wenatchee School District:
Wenatchee Learns Strategy 4.4 –

Jodi Smith Payne, Assistant Superintendent & members of the L&T Professional Learning Design Team: Sarah Hanchey, Director of Curriculum, Cori Pflug, Assistant Director PBIS, AVID & Highly Capable Programs and Alicen Gaytley, WSD Coach. The team presented the following to the board and provided a packet of information for them to take and review.

Transforming Professional Learning in Wenatchee At your fingertips...

Shopping, emails, maps, music, books, weather, face-time, games, photos, social media, calculator, level, light, clock, videos, calendar, Siri, etc... – No driver necessary – Dick Tracy technology – Automated wait-staff

Up-stander (n): a person who acts to make positive change

So, we are surrounded by change everywhere in the world today! Isn't it fascinating that Starbucks is using their platform to support positive change? I am very fortunate to be working with a team of Up-standers - Our Professional Learning Design Team.

Transforming Instruction

1. Brain Research
2. Common Core State Standards
3. Accountability Measures
4. Strategic Vision - Wenatchee Learns

We are Transforming Instruction due to updated

1. Brain research,
2. CCSS standards, NGSS,
3. Teacher/Principal Accountability (TPEP), Building/District (School/District Improvement)
4. Our Strategic Vision- Wenatchee Learns

Braiding initiatives

- Marzano Framework
- Teacher Evaluation
- GLAD
- PBIS
- Engagement
- Curriculum Implementation
- Professional Learning Communities

At the start of a new initiative, we carefully consider how to incorporate former initiatives. By braiding them together, we help people connect the dots and see the relationship of current work to new work. Some initiatives are refreshed in the

process. For example, as we learn about the power of “collaborative expertise, we see the importance of dynamic PLCs emerging again.

From “Spray & Pray” to 7 Standards for Professional Learning

We used to always provide “One Day Wonder” trainings and hope the knowledge and skills were implemented in the classroom. We called it “Spray and Pray.” We still do one-day trainings, like Marcia Tate in August and December, but we have learned to base our efforts on the 7 standards for PL with ongoing support.

7 Standards for Professional Learning

1. Learning Designs
2. Learning Communities
3. Leadership
4. Resources
5. Data
6. Outcomes
7. Implementation

These are the 7 Standards for Professional Learning. They are research based and come from the Professional Learning Association called Learning Forward. You have received a bookmark with a description for each of them. We rec’d a Professional Learning Grant a couple of years ago focused on learning about and incorporating these 7 stds. Into our work.

Learning designs

Learning Designs is one of the professional learning standards. We are always thinking about the best learning design for our staff trainings.

Elements of Powerful PD include...

Buy in-- Helping educators understand the rationale for their professional learning,

Creating clarity for what they are learning,

Facilitating effective transfer of that learning into teaching practice.

Building Collaborative Expertise. We know from the renowned researcher, John Hattie, that student achievement can dramatically increase as a result of teachers collaborating together

Learning Communities: Learning Labs

Here’s why...

- Job-embedded
- Relevant
- Reflective
- Collaborative
- Safe
- Transformative!
- **Resources: Instructional Coaches**
- Co-planning
- Observations
- Feedback
- Demonstrations
- Newsletters

Resources is a Standard for Professional Learning, and our instructional coaches serve as an important resource for teachers to co-plan with, and get quality non-evaluative observations and feedback. This year the coaches are planning monthly modules to teach teachers each category of the Engagement Challenge, which are also explained in our monthly coaching newsletters.

Leadership

Principals and District Office

- Develop capacity
- Advocate
- Create Support Systems
- We know from the research that the greatest factor in student achievement is the expertise of the individual classroom teacher. That means our goal must be to develop the capacity - increase the expertise - of the individual teacher. Principals play a critical role in this process. Their support of and advocacy for participation in professional development such as the “engagement challenge” makes an important difference in the motivation for staff to become involved. At the District level, we have worked to create support systems such as forms for tracking progress and well-trained coaches to help with implementation.

Data

“What gets measured gets done.”

- Teacher Participation
- Student Results

Outcomes

“What gets rewarded gets repeated.”

- Educator performance
- Long-term change

Success Indicators - GLAD

- TPEP Best Practices Colloquium (2015)
- Phase 1: 90 Completers
- Flipbooks go public!
- National GLAD “Trainer of the Year”
- Success Indicators help us to know what is working and has merit. We are proud of the accomplishments in GLAD for 2015-16!
- **Success Indicators - PBIS**
- TPEP Best Practices Colloquium - 2016
- PBIS documents go public
- Marcia Tate will film here
- Container Challenge: 173 completed
- Engagement Challenge: 300+ signed-up
- While we have just begun our work in PBIS District-wide, we are very excited about many things that were implemented in 2015-16. We are excited to continue our work.
- **Implementation/Engagement Challenge Score 4!**

They asked the Board to take 136 seconds to look at the packet and note one question or comment and discussed their thoughts.

**“When you’re finished changing, you’re finished.”
-Ben Franklin**

Ms. Smith Payne announced that Cyndi Valdez, Assist. Director of State & Federal Programs, was chosen as the GLAD Trainer of the year. Also Marcia Tate, renowned motivational speaker, published author & trainer, has chosen our district to come and video our classrooms for her next video training series. It is an honor and will be shown internationally.

They also shared how many teachers have taken part and finished the Container & Engagement Challenge so far and many more signed up for phase II. The teachers wear this accomplishment as a “badge of honor”, it has been an incredible amount of work for the teachers in addition to teaching their classroom daily, to have completed this effort.

The board thanked them for all their hard work and commitment to excellence in education at WSD. Superintendent Fiones emphasized how much hard work and time commitment that went into these efforts and thanked the team for what they do for our kids and the district in learning and teaching, it is very impressive. He congratulated them on their accomplishments.

IX. Policy Updates

A change was made in the order of the agenda. The Policy Updates were moved up, before the Enrollment report.

POLICY UPDATES: 2nd Reading

Policy 5201 Drug Free Schools

Lisa Turner, Executive Director of HR asked for approval of the policy. After a short discussion about the words “or/and opiates” in the policy, it was agreed to insert it back into each statement in the policy in which it was deleted.

Title	Suggested Action	District Recommendation	Rationale
Drug-Free Schools, Community and Workplace	Essential	Revise	This policy has been updated to reflect changes in state law regarding marijuana and to provide instruction that a medical professional make the determination on the impact of prescription drugs on an employees ability to perform the duties of their job.

MOTION MADE: Walter Newman made the motion to approve the updated Policy 5201 Drug Free Schools with the words “or/and opiates” inserted back into the policy.

DISCUSSION: None

SECONDED: Laura R. Jaecks

PASSED Unanimously

4218 Language Access Plan - Priority

New policy created to provide limited English proficient (LEP) parents so they can fully participate in their child’s education.

Mark Helm, Executive Director of Student Services asked for approval of this new policy. Questions were asked about the translations, how many Languages the district will need and Cyndi Valdez helped to answer those questions.

MOTION MADE: Laura R. Jaecks made the motion to approve the new Policy No. 4218 Language Access Plan as presented by Mark Helm, Executive Director of Student Services.

DISCUSSION: None

SECONDED: Robert Sealby

PASSED Unanimously

X. Budget/Enrollment Reports

ENROLLMENT UPDATES:

From: Les Vandervort, Chief Financial Officer
Date: September 20, 2016
Re: Enrollment Reports for **September 2016**

Exhibit A - Monthly Enrollments.

The **September 2016** count of K-12 students is **7,520.03 full-time equivalents (FTE)** including 0 FTE Running Start students (Running Start students are counted starting in October).

The *average* FTE is **7,520.03** which are **359.97** FTE below budgeted *average* FTE of 7,880.

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

Several factors are coming into play impacting the enrollment numbers:

1. Kindergarten is down 77 FTE.
2. Grades 1-5 are down 89 FTE. Some of this is due to choice reconfiguration.
3. WHS is down 181 although the net impact of grades 9-12 is down 62.
4. Running Start doesn’t start counting till October.
5. Open Doors has 64 spots to fill yet.
6. The loss of Alcoa may be having more of an impact than anticipated.

Exhibit B shows the changes in average FTE enrollment, as reported to SPI, since 2004-05. Exhibit B reflects the history of our actual state funding level of FTE.

Exhibit C is a comparison of student FTE by school and by grade level for the current month and the same month in the prior year (2015-16).

Exhibit D shows the monthly information in graphic form, with a comparison to last year's (2015-16) actual enrollment and 2016-17 budgeted numbers.

Les Vandervort, Chief Financial Officer, explained how the numbers are down from projections and how it has a negative impact on the budget. Discussion followed. Mr. Vandervort will keep the board posted.

Choice Enrollment Report

Mark Helm, Executive Director of Student Services provided the following report for the board:

2016-2017

Data as of September 2016														
	K	1	2	3	4	5	6	7	8	9	10	11	12	Total
Cascade		1	1		2		1	2		1	1	1	4	14
Att. WSD last yr.					1		1	1		1	1	1	4	10
Cashmere	1	4	5	1	2	1	3	1	2	2	2	6	5	35
Att. WSD last yr.		1	4	1	2	1	3	1	2	1	2	5	2	25
Eastmont	22	17	20	19	18	12	22	16	17	29	18	35	27	272
Att. WSD last yr.		14	15	17		10	19	15	16	27	18	32	23	206
Entiat		1				1		2				1	3	8
Att. WSD last yr.		1				1		2				1	3	8
Lake Chelan		1									1			2
Att. WSD last yr.														0
Mansfield & Manson				1			1						1	3
Att. WSD last yr.				1			1						1	3
Orondo & Pateros	1			1			1	1						4
Att. WSD last yr.				1			1	1						3
Quincy	1			2		1	1							5
Att. WSD last yr.						1	1							2
Waterville				1			1	1		3				6
Att. WSD last yr.				1			1	1		2				5
	25	40	45	46	25	28	57	44	37	66	43	82	73	
Total Choice In (as of 9/16)													349	
New Acceptance													87	

Transfer Reasons

- 25% Attendance in the nonresident district is more accessible to the parent's/guardian's place of work or to the location of child care.
- 17% Parent/guardian is an employee with the school district.
- 9% The purpose of the transfer is for enrollment in an online course or school program offered by an OSPI-approved provider.
- 45% The student's financial, educational, safety, or health conditions would likely be improved.
- 3% There is a special hardship or detrimental condition.

2015-2016

Data from September 2015														
	K	1	2	3	4	5	6	7	8	9	10	11	12	Total
Cascade	1	2			1		1	1	2		1	3	6	18
Att. WSD Prev. PY		1					1	1			1	3	3	10
Cashmere	4	3		1		1					2	3	5	19
Att. WSD Prev. PY		3		1							2	1	4	11
Eastmont	9	15	20	13	8	20	14	16	24	16	31	17	20	223
Att. WSD Prev. PY		11	18	10	8	19	11		20	13	28	13	18	169
Entiat	1				1		2					1	3	8
Att. WSD Prev. PY					1		2					1	2	6
	15	35	38	25	19	40	31	18	46	29	65	42	61	
Total Choice Out (as of 9/15)													268	
New Acceptance													72	

Data from June 2016														
	K	1	2	3	4	5	6	7	8	9	10	11	12	Total
Cascade	1	1	2	1	1		2	1	2		1	5	6	23
Att. WSD Prev. PY		1	1	1			2	1			1	5	3	15
Cashmere	4	4	2	1	1	2			1		2	7	11	35
Att. WSD Prev. PY		4		1	1	1			1		2	4	11	25
Eastmont		27	28	21	13	30	16	17	33	20	41	24	40	310
Att. WSD Prev. PY		20	26	19		29	13	16	29	17	36	18	32	255
Entiat	1	1		1	1		2				1	2	3	12
Att. WSD Prev. PY		1		1	1		2				1	2		8
Quincy & Waterville	1		1	2		1			1				1	7
Att. WSD Prev. PY														0
Stanwood													1	1
Att. WSD Prev. PY													1	1
	7	59	60	48	18	63	37	35	67	37	84	66	111	
Total Choice Out (as of 6/16)													388	
New Acceptance													84	

Choice Out Data Comparison
Current Year vs. Previous Year

2016-2017

Data as of September 2016														
	K	1	2	3	4	5	6	7	8	9	10	11	12	Total
Cascade										1	1		1	3
Att. WSD last yr.										1				1
Cashmere	6	10	5	6	6	6	7	2	8	12	7	10	3	88
Att. WSD last yr.						2	1		1	6	2	2		14
Eastmont	10	18	22	18	17	13	16	11	15	18	19	14	22	213
Att. WSD last yr.		1	1	1	3	1	1		1	1	2	1		13
Entiat													1	1
Att. WSD last yr.														0
Manson												1		1
Att. WSD last yr.														0
Orondo			2	3	2	2								9
Att. WSD last yr.				2	1	1								4
Online School		1	1	1	1	2	2	4	3	5	7	4	6	37
Att. WSD last yr.							1	2	2	3	4	1		13
	16	30	31	31	30	27	28	19	30	47	42	33	33	
Total Choice Out (as of 9/16)														352
New Acceptance														45

Transfer Reasons

- 33% Attendance in the nonresident district is more accessible to the parent's/guardian's place of work or to the location of child care.
- 16% Parent/guardian is an employee with the school district.
- 8% The purpose of the transfer is for enrollment in an online course or school program offered by an OSPI-approved provider.
- 41% The student's financial, educational, safety, or health conditions would likely be improved.
- 2% There is a special hardship or detrimental condition.

2015-2016

Data from September 2015														
	K	1	2	3	4	5	6	7	8	9	10	11	12	Total
Cascade										1			1	2
Att. WSD Prev. Yr.										1				1
Cashmere	2	1		3	1	1			1	2	1	2	7	21
Att. WSD Prev. Yr.						1							1	2
Eastmont	15	16	11	10	17	9	7	10	13	12	14	16	20	170
Att. WSD Prev. Yr.		2		1	2	2			1		1			9
Entiat											1	1		2
Att. WSD Prev. Yr.														0
Online School		1	1	2	4	3	2	4	4	3	4	5	5	38
Att. WSD Prev. Yr.					2	2		2	1	2	2	1	2	14
	17	20	12	16	26	18	9	16	20	21	23	25	36	
Total Choice Out (as of 9/15)														233
New Acceptance														26

Data from June 2016														
	K	1	2	3	4	5	6	7	8	9	10	11	12	Total
Cascade									1	1			1	3
Att. WSD Prev. Yr.										1				1
Cashmere	4	3		5	2	2		3	1	3	4	5	7	39
Att. WSD Prev. Yr.				1		1		1		1	1	1	1	7
Eastmont	17	23	17	18	22	15	17	17	20	19	21	23	43	272
Att. WSD Prev. Yr.		3		2	2	2	1		1		3		1	15
Entiat											1	1		2
Att. WSD Prev. Yr.														0
Online School	1	2	3	3	3	3	2	6	5	5	6	6	6	45
Att. WSD Prev. Yr.		1	1	1	2			3	2	2	4	1	2	19
	22	32	21	30	31	23	20	30	30	32	40	37	61	
Total Choice Out (as of 6/16)														361
New Acceptance														42

Discussion followed about the impact enrollment numbers have on the budget and how Choice is impacting enrollment. Superintendent Flonex said we would need to take a harder look at the numbers in November. The board thanked Mr. Helm for the report.

XI. Communications

Board President Talbot asked for communications from the board:

- Mr. Sealby asked for an update on the bleachers issue. Deputy Superintendent DeJong updated the board on the progress. It will be secured by game time.
- Ms. De Robles reported on WHS Open House and 4X4 Schedule presentation by Mr. Anderson. She thought it was done very well. A lot of good feedback.
- Ms. Talbot reminded the board about the WSSDA Regional meeting on Oct. 19 in Ephrata, she will be attending, let Lindee Akers know if anyone else will be attending for reservations.
- Ms. Talbot will not be attending the WSSDA Annual Conference in Spokane in November 17-19, 2016. All other board members are registered.
- Reminder about National School Board Association's Annual Conference in March 2017
- Columbia and Foothills school visits coming up

Jennifer Talbot reported- Board Communication 9-27-16

Legislative Conference – February 12-13 in Olympia

Highlights from the 2016 WSSDA Legislative Assembly

Spokane area legislators Senator Billig and Representative McCaslin answered questions about Educational funding.

Martha Rice gave an update from the Federal Relations Network on the Every Student Succeeds Act (ESSA).

The Hot Topics panel discussions were informative. The first panel addressed questions on Education Funding Issues: Compensation, Construction, Levies, and more. The second panel focused on Funding School Construction: Common School Trust Lands.

Attendees had an opportunity to hear from statewide candidates for the November election. Both Erin Jones and Chris Reykdal, candidates for Superintendent of the Office of Public Instruction, answered questions about their views on education. Hilary Franz, candidate for Commissioner of Public Lands, spoke about her thoughts on Trust Lands and education; Steve McLaughlin, her opponent, was unable to attend.

As far as WSSDA candidates, President Elect Marnie Maraldo spoke about her vision for WSSDA. Vice Presidential candidates, Aurora Flores and Susan Weed, answered questions generated by the Nominating Committee.

We debated and voted on many diverse legislative positions. At the end of the session, each school district was able to rank their top ten priorities. I tried to choose priorities based on input and observation of our Board’s sentiments and our District’s strategic plan. If you would like to know more about what issues passed and failed and how I voted on your behalf, please let me know.

XII. Superintendent’s Report

Superintendent Fiones reported the following:

- Facilities Committee recommendation will be coming at the next board meeting. The board will need to help give direction for the next steps in this process. Discussion followed about what will come next.
- Agenda for the October 17th Workshop shared and discussion on topics and what order of the agenda, in priorities. The board needs to give direction on areas they want to focus on.
- Everyone bring their computers with them on October 17th.
- He will invite the two new Directors of Transportation and Food Service to a board meeting to be introduced to the board.

XIII. Meeting Adjourned

President Jennifer Talbot adjourned the meeting at 7:45 p.m.

President

Date
Superintendent

WENATCHEE SCHOOL DISTRICT NO. 246
October 11, 2016

TO: BOARD OF EDUCATION

FROM: Brian L. Fiones, Superintendent

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

SUBJECT: PERSONNEL REPORT

APPOINTMENTS

We ask the Board to appoint:

Classified:

- Craig Anderson: Sped Para for 5 hrs/day at LNC, effective September 26, 2016;
- Maria Castorena: ASP Staff/Tutor and Activity Instructor at OMS, effective September 19, 2016 through August 30, 2017;
- Colleen Clark: Para Ed for 4 hrs/day at Tran, effective September 26, 2016;
- Martha Ford: ASP Activity Instructor at Multiple Loc, effective September 19, 2016 through June 9, 2017;
- Chloe Gill: ASP Staff/Tutor at PIO, effective September 19, 2016 through August 30, 2017;
- Johnell Giusti: ASP Staff/Tutor and Activity Instructor at PIO, effective September 19, 2016 through August 31, 2017;
- Melinda Gonzalez: ASP Activity Instructor at Multiple Loc, effective September 19, 2016 through June 30, 2017;
- Cheri Johnson: ASP Staff/Tutor and Activity Instructor at PIO, effective September 19, 2016 through August 30, 2017;
- Erika Lagunas: ASP Staff/Tutor at COL, effective September 19, 2016 through August 30, 2017;
- Rene Melendez: ASP Staff/Tutor and Activity Instructor at COL, effective September 19, 2016 through August 30, 2017;
- Silvia Mendoza: Special Programs Secretary for 8 hrs/day at DO, effective October 17, 2016;
- Riccardo Mora: ASP Staff/Tutor and Activity Instructor at MV, effective September 19, 2016 through August 30, 2017;
- Margaret Mulligan: ASP Activity Instructor at Multiple Loc, effective September 19, 2016 through June 9, 2017;
- Grace Neace: Lifeguard at WHS, effective September 20, 2016 through June 9, 2017;
- Kiffen Overbay: ASP Staff/Tutor at MV, effective September 19, 2016 through August 31, 2017;
- Kimberly Ramirez: ASP Staff/Tutor at PIO, effective September 19, 2016 through August 30, 2017;

- Adriana Rios Campos: ASP Staff/Tutor at MV, effective September 19, 2016 through August 30, 2017;
- Estela Rodriguez: ASP Staff/Tutor at LNC, effective September 19, 2016 through August 30, 2017;
- Pamela Stubbe: ASP Activity Instructor at Multiple Loc, effective September 19, 2016 through June 30, 2017;
- Gail Swain: Bus Driver for 3.25 hrs/day at Trans, effective September 26, 2016;
- Sandra Vidal: ASP Staff/Tutor at LNC, effective September 19, 2016 through August 30, 2017;
- Morgan Walker: ASP Staff/Tutor and Activity Instructor at PIO/L&C, effective September 19, 2016 through August 31, 2017;

CHANGE OF STATUS

Classified:

- Otilie Boyd: Change as Sped Para for 6 hrs/day to add After School Supervisor for .25 hrs/day at PIO, effective September 6, 2016 through June 9, 2017;
- Matthew Brumley: Change as ASP Staff/Tutor for 2 hrs/day at L&C to add Activity Instructor at Multiple Loc, effective September 19, 2016 through August 30, 2017;
- Craig Franklin: Change as Para Ed for 6.25 hrs/day to 6.5 hrs/day at COL, effective August 30, 2016;
- Anthony Garcia: Change as Sped Para for 6 hrs/day at WHS to WHS/WSHS, effective September 13, 2016;
- Rodger Hickok: Change as Sped Para for 6 hrs/day at COL to WA, effective September 19, 2016;
- Guadalupe Kaech: Change as Deaf Ed Interpreter for 6 hrs/day at WHS to NBY, effective August 30, 2016;
- Sandra Langager: Change as Workshop Instructor/Para for 4.54 hrs/day to 5.056 hrs/day at VAL, effective August 30, 2016 through June 9, 2017;
- Gabe Stefandies: Change as Para Ed for 6 hrs/day at WA to add ASP Activity Instructor at Multiple Loc, effective September 19, 2016 through August 30, 2017;
- Mary Ellen Thomas: Change as Sped Para for 6 hrs/day to 6.25 hrs/day at PIO, effective September 6, 2016 through June 9, 2017;
- Laura Turner: Change as Sped Para for 6 hrs/day at WHS to add ASP Activity Instructor at Multiple, effective September 19, 2016 through June 30, 2017;
- Jonathan Umana: Change as Para Ed/Site Coordinator for 7.75 hrs/day to 7.4 hrs/day at MV, effective September 20, 2016

Certificated:

- Brenda Hargraves: Change as 1.0 FTE Math Teacher to add ASP Activity Instructor at PIO, effective September 19, 2016 through June 9, 2017;
- Ellen Smith: Change as 0.5 FTE Art Specialist to add ASP Activity Instructor at PIO, effective September 19, 2016 through August 18, 2017;
- Rosemary Wulf: Change as 0.5 FTE Librarian and 0.143 FTE Electives Teacher at OMS to 1.0 FTE Librarian at NBY, effective September 16, 2016;

LEAVE OF ABSENCE

The following employees have requested a Leave of Absence:

Classified:

- Linda Beaty: Extend Leave as Office Manager for 8 hrs/day at MV, effective September 16, 2016 through October 17, 2016;
- Jaclynn Flonex: Leave as Satellite Production for 8 hrs/day at FMS, effective September 13, 2016 through November 7, 2016;
- DeWayne Jordan: Leave as Trades 1 for 8 hrs/day at M&O, effective September 2, 2016 through September 26, 2016;
- David Noll: Leave as Elementary Lead Custodian for 8 hrs/day at SS, effective September 26, 2016 through October 5, 2016;
- Kim White: Intermittent Leave as Office Manager for 8 hrs/day at WHS, effective September 1, 2016 through August 31, 2017;

RETURN FROM LEAVE OF ABSENCE

Classified:

- David Noll: Return as Elementary Lead Custodian for 8 hrs/day at SS, effective October 6, 2016;

Certificated:

- John Pringle: Return as 1.0 FTE Aquatics Coordinator/Swim Teacher at WHS, effective September 12, 2016;

RESIGNATION

Classified:

- Robin Crowley: Resign as Elementary Server for 1.75 hrs/day at NBY, effective September 13, 2016;
- Angelita Guzman: Resign as Para Ed for .33 hrs/day at NBY, effective September 12, 2016;
- Christina Reynaga: Resign as Elementary Server/Lead Server for 5.25 hrs/day at WA, effective October 11, 2016;

RESIGNATION SUPPLEMENTAL ASSIGNMENT

Certificated:

- Rosemary Wulf: Resign as TRT and Yearbook Advisor at OMS, effective September 16, 2016;

SUPPLEMENTAL ASSIGNMENTS FOR THE 15-16 SCHOOL

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

Wenatchee High School:

Mike Don	FB Summer Camp
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SUPPLEMENTAL ASSIGNMENTS FOR THE 16-17 SCHOOL

YEAR The following persons are recommended for employment tendered for Supplemental Contract for the 2016-2017 school year:

Abraham Lincoln Elementary:

Katie Charles	WA Kids
Cassandra Clive	WA Kids
Rosie Gonsalez	WA Kids
Candy Smith	WA Kids

Columbia Elementary:

Rositsa Dimova-West	WA Kids
Courtney Holland	WA Kids
Jenifer Kniveton	LIT CO-Facilitator
Shelley Ryan-Kelzenberg	WA Kids
Cameron Wiggins	WA Kids

John Newbery Elementary:

Abigail Long	5 th Grade Math is Cool
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Mission View Elementary”

Tiffany Hepton	WA Kids
Lupe Martinez	WA Kids
Liliana Mendoza	WA Kids
Coni Morgan	Grade 1 LIT Team Leader
Elizabeth Orozco	WA Kids
Cari Valdovinos	WA Kids

Sunnyslope Elementary:

Sarah Ferrians	WA Kids
Lisa Steitz	WA Kids

Washington Elementary:

Zuly Arredondo	WA Kids
Michelle Connor	WA Kids
Erin Reiber	WA Kids

Melody Rodriguez	WA Kids
<u>Foothills Middle School:</u>	
Leandro Anguiano	Assist. Volleyball
Tony Sandoval	Assist. Football
John Sirmon	Head Football
Elissa Smith	Assist. Volleyball
<u>Orchard Middle School:</u>	
Dan Myers	TRT
<u>Pioneer Middle School:</u>	
Josh Bollinger	6 th Grade Football
Carolyn Dotter	Assist. Volleyball
Tonya Griffith	Head Volleyball
Jan Holmer	SNA
Todd Parmenter	Head Football
Fona Sugg	6 th Grade Volleyball
<u>Wenatchee High School:</u>	
Matt Asplund	FFA
Frank Brandt	Mock Trial
Loren Brown	FBLA
Reed Carlson	Espresso Store
Dan Ellwood	0.5 Skills USA
Daniel Gold	FFA
Matt Kline	Assist. Football
Jeff Leavitt	FFA
Meg Lovercamp	FBLA
Cesar Mendoza	0.5 FBLA
Doug Merrill	Assist. Cross Country
Cori Montgomery	TSA Engineering
Matt Pakinas	FCCLA
Nicklas Peterson	DECA
Steve Priest	School Store Manager
Dave Riggs	Assist. Girls Swim/Dive
Kelly Sim	0.5 Skills USA
Aleah Valdez	Newspaper
Harry Wagner	Yearbook
	People 1 st Club
	Assist. Cross Country
	Assist. Volleyball
<u>District:</u>	
Nicholas Albrect	MS Assistant Tennis Coach
Julie Robinson	K-12 Nurse Team Leader



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 586557 through 586804 totaling \$528,673.16

Capital Projects Fund

Check number 586805 through 586822 totaling \$127,447.47

Associated Student Body Fund

Check number 586823 through 586858 totaling \$36,116.83

Transportation Vehicle Fund

Check number 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 October 11, 2016, the board, by a _____ vote, approves payments, totaling \$692,237.46. The payments are further identified in this document.

Total by Payment Type for Cash Account, AP WARRANTS:
Warrant Numbers 586557 through 586858, totaling \$692,237.46

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

Check Nbr	Vendor Name	Check Date	Check Amount
586557	95 PERCENT GROUP INC	10/12/2016	101.17
586558	A & A MOTORCOACH	10/12/2016	21,865.00
586559	ADVANCE EDUCATION INC	10/12/2016	850.00
586560	AG SUPPLY COMPANY	10/12/2016	123.98
586561	AIR FILTER SALES NW INC	10/12/2016	10,411.33
586562	ALDEN & ASSOCIATES	10/12/2016	370.44
586563	ALL PRO GLASS	10/12/2016	189.70
586564	ALLEN, KAREN A	10/12/2016	8.10
586565	AMER TIME & SIGNAL	10/12/2016	1,127.31
586566	AMERICAN PRODUCE EXPRESS, LLC	10/12/2016	2,668.25
586567	ANDERSON, KIM T	10/12/2016	29.25
586568	APPLE BARREL BARK	10/12/2016	689.42
586569	APPLE COMPUTER INC	10/12/2016	9,861.62
586570	APPLE VALLEY PUMPING SER INC	10/12/2016	110.00
586571	APPLETON, THEA CHRISTINE	10/12/2016	628.00
586572	ATHLON INTERACTIVE ADVENTURES	10/12/2016	399.00
586573	AUBURN BAND PARENTS ASSOCIATIO	10/12/2016	325.00
586574	AVILA, MARIO A	10/12/2016	32.84
586575	AW REHN & ASSOC INC	10/12/2016	250.00
586576	B & H PHOTO & VIDEO	10/12/2016	1,226.94
586577	BAILEY, MARLA R	10/12/2016	33.91
586578	BATTERY SYSTEMS	10/12/2016	48.93
586579	BEESON, JAMES ARTHUR	10/12/2016	42.78
586580	BERGER, THERESA	10/12/2016	77.51
586581	BERGSTROM, ADAM JON	10/12/2016	66.15
586582	BIRKS, RAY R	10/12/2016	74.20
586583	BISHOP JR, THOMAS H	10/12/2016	101.00
586584	BLICK ART MATERIALS	10/12/2016	85.57
586585	BOUND TO STAY BOUND	10/12/2016	1,892.90
586586	BROWN, SARAH F	10/12/2016	178.22
586587	BROWN, TAUNYA C	10/12/2016	500.00
586588	BULLIS, JACOB J	10/12/2016	29.06
586589	BURROWS TRACTOR INC	10/12/2016	72.67

Check Nbr	Vendor Name	Check Date	Check Amount
586590	BUTLER, MOLLY NICOLE	10/12/2016	600.00
586591	CAMPFIRE USA NCW COUNCIL	10/12/2016	3,600.00
586592	CAROLINA BIOLOGICAL SUPPLY	10/12/2016	382.55
586593	CASCADE NATURAL GAS CORP	10/12/2016	2,340.82
586594	CELUSTKA, CONSTANCE K	10/12/2016	62.96
586595	CENGAGE LEARNING INC	10/12/2016	6,054.14
586596	CH2O INC.	10/12/2016	1,610.28
586597	CHINOOK MUSIC SERVICE INC	10/12/2016	133.67
586598	CHOMAN, SUSAN M	10/12/2016	300.00
586599	CINTAS CORPORATION	10/12/2016	1,205.73
586600	CITY TREASURER	10/12/2016	20,242.45
586601	CLASSROOM DIR /SCHOOL SPEC	10/12/2016	26.36
586602	CLOKE, CHRISTOPHER A	10/12/2016	20.34
586603	CLOUDVIEW ECO FARM	10/12/2016	894.50
586604	COLUMBIA PAINT CO	10/12/2016	439.02
586605	COMMERCIAL PRINTING INC	10/12/2016	5,611.35
586606	CONGDON MAILING SERVICE	10/12/2016	1,201.32
586607	CONSOLIDATED ELECTRICAL DISTRI	10/12/2016	1,544.29
586608	CUMMINS INC	10/12/2016	156.28
586609	DALLAS MIDWEST LLC	10/12/2016	3,957.84
586610	DANAHEY FEIL, ANDREA E	10/12/2016	31.00
586611	DAY WIRELESS SYSTEMS	10/12/2016	23,368.44
586612	DEJONG, JON DAVID	10/12/2016	974.41
586613	DEMCO INC	10/12/2016	331.33
586614	DEPT OF LABOR & INDUSTRIES	10/12/2016	270.60
586615	DEPT OF LABOR & INDUSTRIES	10/12/2016	222.00
586616	DEVEREAUX, JENNIFER L	10/12/2016	197.95
586617	DEVEREAUX, PATRICIA L	10/12/2016	687.57
586618	DIMENSIONAL COMMUNICATIONS	10/12/2016	29,663.66
586619	DISCOUNT SCHOOL SUPPLY	10/12/2016	205.69
586620	DYNAMISM, INC	10/12/2016	249.75
586621	EASTMONT HIGH SCHOOL	10/12/2016	450.00
586622	EBSCO SUBSCRIPTION SERVICES	10/12/2016	1,039.35
586623	EISENHOWER HIGH SCHOOL	10/12/2016	250.00
586624	EPHRATA HIGH SCHOOL	10/12/2016	175.00
586625	ERHO, OLGA N	10/12/2016	11.85
586626	ERICKSON, DEANNE M	10/12/2016	75.58
586627	FASTENAL COMPANY	10/12/2016	232.20
586628	FERGUSON ENTERPRISES INC #3202	10/12/2016	176.00
586629	FLYNN, KAREN S	10/12/2016	23.76
586630	FOLLETT SCHOOL SOLUTIONS, INC	10/12/2016	2,403.71
586631	FOOD SERVICE OF AMERICA	10/12/2016	52,129.59
586632	FRANZ FAMILY BAKERIES	10/12/2016	2,272.84
586633	FRED MEYER CUSTOMER CHARGES	10/12/2016	162.45
586634	FRONT ROW EDUCATION INC	10/12/2016	1,500.00
586635	GARZA, DAVID ABNER	10/12/2016	60.07
586636	GASBAR ORCHARD	10/12/2016	174.50
586637	GEBBERS CATTLE, LTD.	10/12/2016	1,226.60
586638	GLADSJO, SUZANNE L	10/12/2016	270.00
586639	GLAZER'S CAMERA, INC	10/12/2016	261.56

Check Nbr	Vendor Name	Check Date	Check Amount
586640	GOOD SAMARITAN FIRST AID	10/12/2016	750.00
586641	GOODRICH, TYE KAYLEEN	10/12/2016	75.00
586642	GRAPHIC PRODUCTS INC	10/12/2016	397.03
586643	HAGLUNDS TROPHIES	10/12/2016	228.72
586644	HALLBERG, DIANE L	10/12/2016	45.40
586645	HANSEN, AARON A	10/12/2016	527.46
586646	HAYS, LARA GWEN	10/12/2016	13.18
586647	HEALTH CARE AUTHORITY	10/12/2016	1,136.27
586648	HELM, MARK A	10/12/2016	208.00
586649	HENRY SCHEIN INC	10/12/2016	1,152.99
586650	HERKENRATH, GREGG JOHN	10/12/2016	1,595.00
586651	HOLLYWOOD LIGHTS, INC.	10/12/2016	198.38
586652	HOME DEPOT	10/12/2016	345.49
586653	HOUGHTON MIFFLIN HARCOURT	10/12/2016	239.25
586654	IE CLASS INC	10/12/2016	275.00
586655	INIGUEZ, RICARDO	10/12/2016	234.12
586656	INLAND PIPE AND SUPPLY	10/12/2016	4,748.75
586657	INNERSYNC STUDIO LTD	10/12/2016	15,402.60
586658	IPEVO INC	10/12/2016	160.55
586659	J & G DISTRIBUTING INC	10/12/2016	15,204.86
586660	JAEGER, JEFF	10/12/2016	127.87
586661	JCD REPAIR LLC	10/12/2016	89.00
586662	JERRYS AUTO SUPPLY	10/12/2016	722.32
586663	JOHNSTONE SUPPLY INC	10/12/2016	350.51
586664	JW PEPPER & SON INC	10/12/2016	108.41
586665	KEYHOLE INC	10/12/2016	194.14
586666	KING, ANDREW RAY	10/12/2016	12.00
586667	KING COUNTY DIRECTORS ASSN	10/12/2016	10,496.73
586668	KUNZ, CRAIG	10/12/2016	9.53
586669	LAKE BOWL INC	10/12/2016	150.00
586670	LANCASTER, SANDRA K	10/12/2016	176.84
586671	LEWALLEN, MATTHEW	10/12/2016	162.29
586672	LEWIS, LISA A	10/12/2016	164.87
586673	LINCOLN ELEC CUTTING SYSTEMS	10/12/2016	1,094.86
586674	LINDELL, MICHELLE	10/12/2016	77.30
586675	LINK, ERIC	10/12/2016	20.41
586676	LIQUIDS POWDERS & MACHINES	10/12/2016	4,483.90
586677	LITERACY RESOURCES INC	10/12/2016	847.89
586678	LITTLE, LENA M	10/12/2016	7.89
586679	LKQ FOSTER AUTO PARTS	10/12/2016	73.99
586680	LOCAL TEL COMMUNICATIONS	10/12/2016	757.18
586681	LOWES HOME IMPROVEMENT	10/12/2016	520.69
586682	MACKENZIE, AARON GRAHAM	10/12/2016	105.95
586683	MACKIN LIBRARY MEDIA	10/12/2016	3,715.01
586684	MAHONEY-HOLLAND, MICHELLE LOUI	10/12/2016	52.77
586685	MARIACHI CONNECTION	10/12/2016	159.84
586686	MARSHALL, MAXINE LOU	10/12/2016	29.72
586687	MARSON AND MARSON LUMBER INC	10/12/2016	147.05
586688	MARTIN, JULIE A	10/12/2016	21.66
586689	MARYSVILLE-PILCHUCK HS	10/12/2016	250.00

Check Nbr	Vendor Name	Check Date	Check Amount
586690	MATH LEARNING CENTER	10/12/2016	25.98
586691	MCCONKEY COMPANY	10/12/2016	1,771.10
586692	MCLEAN, EMILY	10/12/2016	9.05
586693	MERRIMAN, ERIC M	10/12/2016	561.55
586694	MICRO COMPUTER SYSTEMS	10/12/2016	9,680.80
586695	MONTALVO, PATRICIA	10/12/2016	119.84
586696	MORAN PRINTING INC	10/12/2016	551.47
586697	MOSAIC COOPERATIVE LLC	10/12/2016	1,500.00
586698	MOTOR MART	10/12/2016	252.57
586699	MSR WEST, INC	10/12/2016	2,100.40
586700	MURIE, ASHLEY SUE	10/12/2016	35.00
586701	NANCYS PARTY RENTALS INC	10/12/2016	574.52
586702	NASCO	10/12/2016	27.96
586703	NATL DECA	10/12/2016	1,358.60
586704	NEES, MELANIE J	10/12/2016	82.36
586705	NICPAN-BROWN, KRISTINA M	10/12/2016	450.00
586706	NORTH CENTRAL ESD	10/12/2016	64,010.58
586707	NSBA	10/12/2016	5,335.00
586708	NW TEXTBOOK DEPOSITORY	10/12/2016	16,362.87
586709	NW VITAL RECORDS CTR INC	10/12/2016	40.00
586710	O'REILLY AUTOMOTIVE STORES	10/12/2016	848.32
586711	OFFICE DEPOT	10/12/2016	15,950.37
586712	ORANGE CO DEPT OF EDU	10/12/2016	90.00
586713	PACIFIC SECURITY	10/12/2016	4,660.00
586714	PALMER, BETTY D	10/12/2016	11.85
586715	PARSONS PHOTOGRAPHY	10/12/2016	344.98
586716	PAYNE, DONNA R	10/12/2016	127.91
586717	PC & MACEXCHANGE	10/12/2016	14,184.26
586718	PERKINS, DAVID D	10/12/2016	111.83
586719	PLATT ELECTRICAL SUPPLY	10/12/2016	220.72
586720	PORT OF CHELAN	10/12/2016	520.50
586721	POSTMASTER C/O COL	10/12/2016	170.00
586722	PRATER, ANGELA	10/12/2016	230.76
586723	PUD NO 1 OF CHELAN COUNTY	10/12/2016	3,881.45
586724	QMS	10/12/2016	2,268.78
586725	RATH, KARLYN M	10/12/2016	117.60
586726	REV.COM INC	10/12/2016	17.00
586727	RICHERSON, KRISSY D	10/12/2016	10.78
586728	RICOH USA, INC.	10/12/2016	10,719.89
586729	RIX MCMAHAN, MAUREEN P	10/12/2016	25.82
586730	ROCHE, STEPHEN	10/12/2016	24.76
586731	ROYSTER, JANELL MARIA	10/12/2016	400.00
586732	RUSHING, KIM A	10/12/2016	102.00
586733	RWC GROUP	10/12/2016	2,000.02
586734	S & S WORLDWIDE	10/12/2016	416.99
586735	S & W IRRIGATION SUPPLY	10/12/2016	14.04
586736	SAFEWAY INC	10/12/2016	677.27
586737	SANCHEZ CAMACHO, ALFONSO	10/12/2016	35.00
586738	SBS FOODS, INC	10/12/2016	2,319.79
586739	SCENARIO LEARNING LLC	10/12/2016	3,707.28

Check Nbr	Vendor Name	Check Date	Check Amount
586740	SCHOLASTIC INC	10/12/2016	470.57
586741	SCHOLASTIC INC	10/12/2016	1,886.11
586742	SCHOLASTIC ART	10/12/2016	254.60
586743	SCHOLASTIC EDUCATION/HARCOURT	10/12/2016	1,621.65
586744	SCHOOL ART MATERIALS	10/12/2016	503.95
586745	SCHOOL NUTRITION ASSOC	10/12/2016	10.00
586746	SCHOOL TECHNOLOGY ASSOC INC	10/12/2016	981.56
586747	SEATTLE TIMES	10/12/2016	260.89
586748	SELLERS, KEVIN M	10/12/2016	9.14
586749	SHEPHERD, TAMERA J	10/12/2016	25.94
586750	SHOPKO STORES OPERATING CO.	10/12/2016	271.01
586751	SIAS, KATRINA IRENE	10/12/2016	100.00
586752	SIX ROBBLEES INC	10/12/2016	10.80
586753	SKALISKY, KEVIN DALE	10/12/2016	12.43
586754	SMITH, CANDY	10/12/2016	845.00
586755	SMITH, JODI	10/12/2016	21.57
586756	SMITH, JODEE	10/12/2016	198.66
586757	SMITH, LLOYD	10/12/2016	50.00
586758	SMITHSON RANCH	10/12/2016	1,391.00
586759	SOUTHEASTERN WA CALVACADE OF B	10/12/2016	300.00
586760	SPALDING EDUCATION INTL	10/12/2016	112.24
586761	SPRINGER, JOHN	10/12/2016	9.81
586762	STANS MERRY MART	10/12/2016	102.87
586763	STAR RENTALS INC	10/12/2016	17.07
586764	STARKEY, PAULINE M	10/12/2016	40.00
586765	STATE CHEMICAL MANUFACTURING	10/12/2016	232.19
586766	STOLLER, HEIDI	10/12/2016	65.45
586767	STRICKLAND, ASHLE T	10/12/2016	18.00
586768	STUMPF FARMS INC.	10/12/2016	1,163.78
586769	SUPERIOR TEXT	10/12/2016	3,229.20
586770	SUPPLYWORKS	10/12/2016	154.22
586771	SWANSON, JAMES R	10/12/2016	234.12
586772	SYMONDS, MARY WIDDER	10/12/2016	395.00
586773	TALBOT, JENNIFER	10/12/2016	177.12
586774	TARGET MEDIA NORTHWEST	10/12/2016	72.00
586775	TELEMATE.NET SOFTWARE	10/12/2016	16,740.00
586776	THACKERAY, ZANE	10/12/2016	102.00
586777	THE MARKER BOARD	10/12/2016	59.70
586778	THINKWRITE TECHNOLOGIES LLC	10/12/2016	623.63
586779	TIDD, CONNOR J	10/12/2016	12.10
586780	TIEDEMAN, SCOTT W	10/12/2016	75.00
586781	TRANSFINDER	10/12/2016	9,000.00
586782	TROXELL COMMUNICATIONS	10/12/2016	2,445.32
586783	ULINE	10/12/2016	219.09
586784	VALDEZ, ALEAH RACHEL	10/12/2016	2.18
586785	VALDEZ, SUSAN L	10/12/2016	42.78
586786	SUSAN VALDEZ	10/12/2016	12.00
586787	VERIZON WIRELESS	10/12/2016	541.47
586788	VEX ROBOTICS, INC	10/12/2016	290.51
586789	VIVANCO, ISMAEL	10/12/2016	96.90

Check Nbr	Vendor Name	Check Date	Check Amount
586790	WEINSTEIN BEVERAGE CO	10/12/2016	159.75
586791	WEN VALLEY CHAMBER OF COMMERCE	10/12/2016	550.00
586792	WESCO PAINT & EQUIPMENT SUPPLY	10/12/2016	175.15
586793	WHITE, WILLIAM J	10/12/2016	56.00
586794	WHS ASB	10/12/2016	98.00
586795	WILLIAMS, DAVID WAYNE	10/12/2016	59.99
586796	WILSON, MICHAEL E	10/12/2016	106.54
586797	WOODWIND AND BRASSWIND	10/12/2016	601.00
586798	WORKLAND AUTO PARTS	10/12/2016	347.59
586799	WSD ADMIN IMPREST	10/12/2016	3,086.07
586800	WSD FOODSERVICES MEAL TIME	10/12/2016	1,000.00
586801	WSPRA	10/12/2016	70.00
586802	WVC	10/12/2016	14,850.00
586803	YANCEY, DAVID W	10/12/2016	917.54
586804	YUNKER, STEVEN R	10/12/2016	5.00
586805	APPLE COMPUTER INC	10/12/2016	2,257.05
586806	COMTECH	10/12/2016	4,972.74
586807	COURT DEVELOPMENT INC	10/12/2016	14,624.23
586808	DISCOUNT SCHOOL SUPPLY	10/12/2016	122.17
586809	FLAGHOUSE	10/12/2016	1,439.56
586810	FRONTIER COMMUNICATIONS NW INC	10/12/2016	366.28
586811	HOME DEPOT	10/12/2016	4.86
586812	INSTA STOR INC	10/12/2016	233.06
586813	KING COUNTY DIRECTORS ASSN	10/12/2016	12,661.28
586814	LOCAL TEL COMMUNICATIONS	10/12/2016	372.90
586815	NELSON GEOTECHNICAL ASSO INC	10/12/2016	323.50
586816	RENT ME MINI STORAGE	10/12/2016	595.10
586817	RIDGELINE GRAPHICS INC.	10/12/2016	50.68
586818	S & W IRRIGATION SUPPLY	10/12/2016	114.04
586819	SMITH EXCAVATION INC	10/12/2016	73,368.96
586820	STANS MERRY MART	10/12/2016	132.00
586821	TACONY CORPORATION	10/12/2016	8,645.98
586822	WVTSC	10/12/2016	7,163.08
586823	BRIGHAM YOUNG UNIVERSITY - IDA	10/12/2016	250.00
586824	BUST A MOVE DJ	10/12/2016	1,150.00
586825	CAFFE D'ARTE	10/12/2016	998.05
586826	CHINOOK MUSIC SERVICE INC	10/12/2016	1,710.25
586827	CITY OF WENATCHEE	10/12/2016	208.26
586828	COMMERCIAL PRINTING INC	10/12/2016	80.97
586829	EUROSPORT	10/12/2016	2,075.46
586830	FBLA	10/12/2016	288.00
586831	FOOTHILLS MIDDLE SCHOOL	10/12/2016	500.00
586832	GEAR UP SPORTS LLC	10/12/2016	705.96
586833	GROTHER, BRENT JOSEPH	10/12/2016	152.01
586834	HAGLUNDS TROPHIES	10/12/2016	290.38
586835	ICICLE RIVER COMPANY	10/12/2016	1,145.90
586836	INTOUCH RECEIPTING	10/12/2016	1,684.40
586837	KIMMEL ATHLETIC SUPPLY	10/12/2016	3,762.77
586838	MCCOURT, HEATHER G	10/12/2016	40.00
586839	MCLEAN, EMILY	10/12/2016	259.55

Check Nbr	Vendor Name	Check Date	Check Amount
586840	MCLESTER, DOUGLAS L	10/12/2016	58.00
586841	OMNI CHEER	10/12/2016	441.38
586842	ORCHARD MIDDLE SCHOOL	10/12/2016	500.00
586843	PIONEER MIDDLE SCHOOL	10/12/2016	500.00
586844	QUINCY JUNIOR HIGH	10/12/2016	91.00
586845	R & S VENDING	10/12/2016	353.00
586846	RIDDELL SPORTS	10/12/2016	108.13
586847	SANDOVAL, ANTHONY	10/12/2016	37.27
586848	SHEETS, JILL C	10/12/2016	249.73
586849	SPRING HILL SUITES	10/12/2016	678.84
586850	TEAM DYNAMICS LLC	10/12/2016	666.00
586851	UNIVERSAL CHEER ASSOC	10/12/2016	640.00
586852	UNIVERSITY OF WASHINGTON	10/12/2016	500.00
586853	WA ST FFA ASSOC/MEMBERSHIP	10/12/2016	100.00
586854	WEN RAQUET & ATHLETIC CLUB	10/12/2016	300.00
586855	WEN WORLD	10/12/2016	953.92
586856	WSD	10/12/2016	14,203.00
586857	WSD FOOD SERVICES CATERING	10/12/2016	404.60
586858	YUNKER, STEVEN R	10/12/2016	30.00

302 Computer Check(s) For a Total of 692,237.46

	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
	302	Computer	Checks For a Total of	692,237.46
Total For	302	Manual, Wire Tran, ACH & Computer	Checks	692,237.46
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	692,237.46

FUND SUMMARY

Fund	Description	Balance Sheet	Revenue	Expense	Total
10	General Fund	-4,074.40	0.00	532,747.56	528,673.16
20	Capital Projects	0.00	0.00	127,447.47	127,447.47
40	Associated Stude	-93.02	0.00	36,209.85	36,116.83

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 October 11, 2016, the board, by a _____ vote, approves payments, totaling \$15,039.81. The payments are further identified in this document.

Total by Payment Type for Cash Account, AP WARRANTS:
Warrant Numbers 586859 through 586859, totaling \$15,039.81

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

Check Nbr	Vendor Name	Check Date	Check Amount
586859	JOHNSON GAUKROGER SMITH &	10/12/2016	15,039.81
1	Computer	Check(s) For a Total of	15,039.81

	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
	1	Computer	Checks For a Total of	15,039.81
Total For	1	Manual, Wire Tran, ACH & Computer	Checks	15,039.81
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	15,039.81

F U N D S U M M A R Y


Fund	Description	Balance Sheet	Revenue	Expense	Total
10	General Fund	0.00	0.00	15,039.81	15,039.81


October 11 2016 Board Meeting

Submission Summary Form for District Contracts

Submit **unsigned** contracts to Les Vandervort for pre-approval at least two weeks before the scheduled School Board meeting. Upon pre-approval, Les will submit the contracts to the Superintendent's office, to be included on the consent agenda for School Board approval. Federally funded contracts must be accompanied with proof that the vendor has not been "Suspended or Debarred". *All District contracts require school board approval. The only authorized signatures on contracts are Brian Fiones, Jon Dejong, Les Vandervort, or the School Board.*

Date	New or Renewal or Revision	Federal Yes/No	Agency	Purpose	Amount	Effective Dates	Staff Person Responsible for Contract has read and has recommended this contract for Board approval	Reviewed by Les?	PO Required?
10/03/16	New	Yes	Judy Willis, M.D. M. Ed	Professional Development	\$8,000	12/1/16 - 12/2/16	Bill Eagle	Yes	Yes
					Budget Code				
					6400-37-7000-000				
09/23/16	New	No	Center for Childhood Deafness & Hearing Loss	To purchase .2FTE of services from WSD	\$13,086.16 Credit	2016-2017 School Year	Trisha Craig	Yes	No
					Budget Code				
					N/A				
09/28/16	New	No	B-Sew Inn LLC	Educating Students with the newest technology in sewing & embroidery industry	N/A	Upon approval - 5/1/17	Dennis Conger / Roxcy Allen	Yes	No
					Budget Code				
					N/A				
09/29/16	Renewal	No	SBA Communications	WestSide Cell Tower Lease	\$6,900 Revenue	10/25/16 - 10/25/30	Karen Walters	No	No
					Budget Code				
					960 0021 27				
09/30/16	New	No	Strategoc Steps	Cooaborative Departmental Team Training - 3 workshops	\$5,250	10/14/16, 5/12/17 or 5/19/17	Cyndy Valdez	Yes	Yes
					Budget Code				
					6500-31-7000-000				
09/22/16	New	No	Developing Minds	One Day workshop	\$10,000	December 2, 2016	Jodi Smith	Yes	Yes
					Budget Code				
					5812-31-7000-000				
09/26/16	New	Yes	NCESD	Up to 6 days Science training related to Professional Deb	\$4,850	10/8/16 - 6/30/17	Jodi Smith	Yes	Yes
					Budget Code				
					5200-31-7000-000-3010				
10/04/16	Revision	No	Grand Canyon University	Tuition Scholarships	N/A	10/1/16 - until cancelled	Lisa Turner	Yes	No
					Budget Code				
					N/A				
					Budget Code				

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?
04/18/16	New	Total Care, Inc.	To provide skilled, nursing care at Wenatchee School District for medically fragile student for the 2016-2017 school year.	\$60.00 per hour, for services provided, not to exceed 7 hours per day	8/30/2016 through 6/09/2017	<u>Trisha Craig</u>			
				Budget Code		I have read this contract and recommend it for board approval.			
				2100 26 7000 000		<u>TC</u> Initial <u>4-21-16</u> Date			


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?
10/04/2016	New	PBIS Apps	This is to authorize the use of the PBIS App's DataLink to integrate the WSD student information system with School-Wide Information System (SWIS).	\$0.00	10/01/2016 - n/a	<u>Ron Brown</u>		No	
				Budget Code		I have read this contract and recommend it for board approval.			
				n/a		<u>RB</u> Initial <u>7-7-16</u> Date			

"Federal" Contract Cover Sheet Request Board Approval

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

All contracts require school board approval.

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

Date	New or Renewal or Revision	Agency	Purpose	Amount	Contract Start Date & End Date	Staff Person Responsible for Contract	Reviewed by Les?	PO Required?	Attorney Review Required?
10/03/16	New	Judy Willis, M.D., M.Ed	To provide three professional development workshops for WSD	\$8000 - plus travel expenses Budget Code 6400 31 7000 000	December 1 and 2, 2016	<u>Bill Eagle</u> I have read this contract and recommend it for board approval. BE Initial 10/3/16 Date		Yes	Yes

Federally Funded Agreements for Professional Services:

Quotes are not necessary when using **federal** grant money to pay for professional services provided from another government agency such as an ESD or another school district.

However, record and keep documents that show how the agreement resulted in an economical and efficient use of federal resources.

If the vendor is not from the ESD, OSPI or a school district and professional services are less than \$75,000, you must obtain at least three quotes and maintain records with the following information: rationale for the method of procurement, selection of contract type, contractor selection or rejection and the basis for the contract price (per Circular A-102)

Any purchase in excess of \$75,000, must use the formal bid process to obtain sealed bids and retain all documentation.

If the purchases are not federally funded, then follow the state requirements (RCW 28A.335.190).

Before entering into a vendor contract, check the vendor for suspension and debarment at www.sam.gov, **print and submit** a copy with your contract.

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

Agency Name RADTEACH.com
 Attention: Judith A. Willis
 Street address or PO Box 940 San Antonio Creek Rd
 City, State, Zip Code Santa Barbara, CA 93111
 Email Address jwillisneuro@aol.com
 Phone Number (http://www.RADTeach.com)

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

Judy Willis will present three professional development workshops in two days to the WSD. Presentation will be on teaching practices that engage the heart and mind to challenge all students to their highest potentials by using parts of the neural system particularly active in learning and memory. The dates of this contract will be December 1 and 2, 2016

Reviewed by Attorney _____

Signature

Requires Edits? _____

**Request for Taxpayer
 Identification Number and Certification**

Give form to the requester. Do not send to the IRS.

Print or type See Specific instructions on page 2.

Name (as shown on your income tax return) Judith A. Willis	
Business name, if different from above	
Check appropriate box: <input checked="" type="checkbox"/> Individual/Sole proprietor <input type="checkbox"/> Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Other ▶ <input type="checkbox"/> Exempt from backup withholding	
Address (number, street, and apt. or suite no.) 940 san antonio creek road	Requester's name and address (optional)
City, state, and ZIP code santa barbara, ca 93111	
List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on Line 1 to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Social security number								
0	5	7	3	8	1	0	1	9
or								
Employer identification number								
+								

Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
3. I am a U.S. person (including a U.S. resident alien).

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the Certification, but you must provide your correct TIN. (See the instructions on page 4.)

Sign Here Signature of U.S. person

Date **Sept 30, 2016**

Judith Willis,

Judy Willis, M.D., M.Ed
940 San Antonio Creek Road
Santa Barbara, CA 93111
jwillisneuro@aol.com
WEB: <http://www.RADTeach.com>

Date: September 30, 2016

A brief summary of an Agreement between and Judy Willis, M.D. and Wenatchee School District. Wenatchee, WA

AGREEMENT

T3
1-DEC 2nd
2-DEC 1st

Scope of Work:

Dr. Judy Willis agrees to provide the professional development workshops for Wenatchee School District. Wenatchee, WA

Fees:

Wenatchee School District agrees to consultant's fee of \$8000, plus travel expenses (airfare from Santa Barbara, CA., car rental, lodging and meals).

Associated Terms:

Wenatchee School District will coordinate logistics, duplicate or post handout if it is requested/desired, and provide audio-visual equipment (an LCD projector with sound capability to connect with macbook air laptop that has adaptor/dongle connection).

Agreement signified by signatures:

___*Judy Willis, M.D.*___

Authorized Representative,

Judy Willis, M.D.

September 30, 2016

USER



Fc

Search Results

Current Search Terms: strategic* Steps*

Notice: This printed document represents only the first page of your SAM search results. More results may be available. To print your complete search results, you can download the PDF and print it.

No records found for current search.

glo:

Search Results

Entity

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Search Filter

By Re
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Type

SAM | System for Award Management 1.0

IBM v1.P.50.20160823-0937

WWW8

Note to all Users: This is a Federal Government computer system. Use of this system constitutes consent to monitoring at all times.



USER

FC

Search Results

Current Search Terms: judith* willis*

Notice: This printed document represents only the first page of your SAM search results. More results may be available. To print your complete search results, you can download the PDF and print it.

No records found for current search.

GO!

Search

Results

Entity

Exclus

Search

Filter

By Re

Status

By Re

Type

SAM | System for Award Management 1.0

IBM v1.P.50.20160823-0937

WWW2

Note to all Users: This is a Federal Government computer system. Use of this system constitutes consent to monitoring at all times.



USER

FC

Search Results

Current Search Terms: radteach*

Notice: This printed document represents only the first page of your SAM search results. More results may be available. To print your complete search results, you can download the PDF and print it.

No records found for current search.

glo:

Search

Result

Entity

Exclus

Search

Filter

By Re

Status

By Re

Type

SAM | System for Award Management 1.0

IBM v1.P.50.20160823-0937

WWW2

Note to all Users: This is a Federal Government computer system. Use of this system constitutes consent to monitoring at all times.



**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?
09/23/16	New	State of Washington Center for Childhood Deafness and Hearing Loss, referred to as the "CENTER"	To Purchase .2 FTE (37 days) Teacher of the Deaf services from Wenatchee School District	\$13,086.16 paid by the CENTER (CDHL) to WSD Budget Code N/A	2016-2017 School Year	Trisha Craig I have read this contract and recommend it for board approval. Initial TC Date 9-26-16	LES		

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

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

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

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

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

Reviewed by Attorney _____
 Signature

Requries Edits? _____

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

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

Wenatchee School District
112 South Elliott Street
Wenatchee, WA 98801

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

PURPOSE

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

SCOPE OF WORK

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

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

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

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

PERIOD OF PERFORMANCE

Subject to other contract provisions, the period of performance under this contract will be from upon signature through June 30, 2017.

COMPENSATION/ PAYMENT

The CENTER shall pay an amount not to exceed **Thirteen Thousand Eighty-six dollars and sixteen cents (\$13,086.16)** for the performance of all things necessary for or incidental to the performance of work as set forth in the Scope of Work. CONTRACTOR'S compensation for

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

EXPENSES

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

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

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

BILLING PROCEDURES

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

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

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

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

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

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

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

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

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

CONTRACT MANAGEMENT

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

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

INSURANCE

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

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

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

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

Commercial General Liability Insurance Policy

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

Automobile Liability

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

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

Professional Liability, Errors and Omissions Insurance

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

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

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

ASSURANCES

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

ORDER OF PRECEDENCE

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

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

AGREEMENT

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

CONFORMANCE

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

APPROVAL

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

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

WENATCHEE SCHOOL DISTRICT

CENTER FOR CHILDHOOD DEAFNESS AND HEARING LOSS

Signature

Signature

SUPERINTENDENT
Director of Special Education

Program Specialist

Title Date

Title Date

EXHIBIT A
GENERAL TERMS AND CONDITIONS

DEFINITIONS

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

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

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

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

ASSIGNMENT

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

CERTIFICATION REGARDING DEBARMENT, SUSPENSION AND INELIGIBILITY

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

CHANGE IN STATUS

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

CHANGES AND MODIFICATIONS

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

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

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

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

CONFLICT OF INTEREST

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

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

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

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

COVENANT AGAINST CONTINGENT FEES

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

DISPUTES

Dispute Hearing

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

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

DISALLOWED COSTS

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

DUPLICATE PAYMENT

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

GOVERNING LAW

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

INDEMNIFICATION

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

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

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

INDEPENDENT CAPACITY

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

INDUSTRIAL INSURANCE COVERAGE

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

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

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

LICENSING AND ACCREDITATION STANDARDS

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

LIMITATION OF AUTHORITY

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

NONDISCRIMINATION

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

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

OVERPAYMENTS AND ASSERTION OF LIEN

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

PRIVACY

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

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

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

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

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

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

RECORDS, DOCUMENTS, AND REPORTS

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

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

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

REGISTRATION WITH DEPARTMENT OF REVENUE

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

RIGHT OF INSPECTION

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

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

RIGHTS IN DATA

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

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

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

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

SAFEGUARDING OF INFORMATION

The contractor shall not use or disclose any:

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

SAVINGS

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

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

SEVERABILITY

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

SINGLE AUDIT ACT REQUIREMENTS

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

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

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

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

SUBCONTRACTING

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

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

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

TERMINATION FOR CONVENIENCE

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

TERMINATION FOR DEFAULT

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

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

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

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

TERMINATION PROCEDURE

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

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

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

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

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

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

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

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

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

TREATMENT OF ASSETS

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

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

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

WAIVER OF DEFAULT

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

**Contract Coversheet (Non-Federal)
 Request Board Approval**

Please submit this form with your **unsigned** contract to Denise Watson at least **3** weeks before the scheduled School Board meeting. Upon attorney review and approval (if necessary), 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 DeLong, 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?
9/28/16	New	B-Sew Inn LLC	Educating students with newest Technology in the sewing & Embroidery industry.	<u>0</u> Budget Code N/A	LPM arrival 5-1-17	(Put Your Name Here) <i>[Signature]</i> I have read this contract and recommend it for board approval. Initial <i>[Signature]</i> Date 9/30	<i>[Signature]</i>		This is decided at the district office.

Agency Contact Information (who & where contract needs to be mailed to for signing) **Contract Details** (Give a brief description of the contract)

If this is a revision, what has changed?

Agency Name: B-Sew Inn Education Division

Attention:

Street address or PO Box: 2530 Chandler Rd.

City, State, Zip Code: Muskogee OK 74403

Email Address: 1-800-6189-3288

Phone Number: 1-888-560-3227 EXT. 107

TEXT #: 1-918-869-0637

Be sure to follow state bid requirements as outlined in RCW 28A.335.19

Reviewed by Attorney: _____ Requires Edits? _____

Signature: _____

TAX #

B-SEW INN EDUCATION DIVISION-Nationwide

PROGRAM A and B -- TRADITIONAL LOANER PROGRAM AGREEMENT

Equipment Loaner Agreement (this "Agreement") is made between

B-Sew Inn LLC, (OWNER)

AND Wenatchee High School (SCHOOL).

PO# for Supply Kit _____

If purchasing from B-Sew Inn Education Division. Alternative supply options must be submitted to schools@bsewinn.com for approval prior to training.

Physical address of the SCHOOL is: 1101 Millerdate (street address);

Wenatchee (city); Washington (state); 98801 (zip code).

Contact information is as follows:

School Phone # 509 662-8754 School Fax # 509 663-2573 E-mail Address Concer.d@WenatcheeSchools.org

and states the agreement of the parties as follows:

EQUIPMENT SUBJECT TO AGREEMENT: The SCHOOL shall use equipment listed here (the "EQUIPMENT") rent-free for ONE CONSECUTIVE FALL AND SPRING SEMESTER: (A) Baby Lock Aventura Sew/Embroidery Machine, (B) Baby Lock Imagine2 Serger.

RISK OF LOSS, DAMAGE OR INJURY: The SCHOOL assumes all risk of loss and damage to the EQUIPMENT from any cause and agrees to return EQUIPMENT to OWNER or its designee in the condition received from OWNER, normal wear and tear expected. Liability for injury to students, teachers and other persons caused by operating, handling, or transporting the EQUIPMENT during the term of this PROGRAM is the obligation of the SCHOOL, shall indemnify and hold BABY LOCK USA AND OWNER harmless from and against all such liability.

AGREEMENT TERM: This AGREEMENT shall begin on the date equipment is received, and shall terminate on May 1, 2017. The last day of class use will be April 20, 2017. All un-purchased equipment must be returned to B-Sew Inn Education Division BEFORE May 1, 2017. Invoices will be submitted to the SCHOOL for all unreturned equipment on May 1, 2017. Equipment returned after the invoicing date, but before May 15, 2017 will be subject to only a 20% restocking fee. Participating SCHOOLS agree to assume full financial liability for all unreturned equipment after May 15, 2017 and agree to issue appropriate paperwork to facilitate the purchase as quickly as possible. (B-Sew Inn Retail Stores can receive drop offs of returning equipment 4/20/17 thru the last day of April 2017 only. Returning equipment at any other time period requires shipping to our Muskogee Warehouse address.) Schools on the Nationwide Program should anticipate the need to pay return shipping, as it will be required unless the school purchases the loaner equipment.

CARE AND OPERATION OF EQUIPMENT: The EQUIPMENT may only be used and operated in a careful and proper manner. Its use must comply with all laws, ordinances, and written instructions relating to the possession, use, or maintenance of the EQUIPMENT. BABY LOCK USA does require school educators to attend hands-on OR on-line training to assure proper use of equipment.

MAINTENANCE AND REPAIR: The SCHOOL shall maintain the EQUIPMENT in good repair and operating condition allowing for reasonable wear and tear. The procedure for general maintenance is simple and will be taught during training. We have technicians at all B-Sew Inn Retail Stores available to answer questions and assist in keeping the equipment in top condition. Schools should not hesitate to take advantage of this free service. Schools will not be charged for routine service visits at our retail stores during the Loaner Term, unless service visit and/or repair is due to the use of non-approved supplies. Nationwide participants should keep boxes and packing pieces so that equipment can be sent in for FREE Servicing during the active loaner time period.

RETURN OF EQUIPMENT: At the end of the AGREEMENT term, the SCHOOL shall be obligated to return the EQUIPMENT to OWNER at the SCHOOL'S own expense unless the SCHOOL purchases the EQUIPMENT from OWNER at the end of the AGREEMENT term. The SCHOOL agrees to retain the original box and packing materials and return the equipment packed in such box. Replacement Costs and/or Repair Cost for any damage caused by improper or inadequate shipping procedures will be fully assumed by the SCHOOL.

OWNERSHIP AND STATUS OF EQUIPMENT: The EQUIPMENT will be deemed personal property, regardless of the manner in which it may be attached to any other property. OWNER shall be deemed to have retained title to the EQUIPMENT at all times unless OWNER transfers the title by sale. The SCHOOL shall immediately advise OWNER regarding the notice of any claim issued against the EQUIPMENT.

RIGHTS TO DEFAULT: If the SCHOOL is in default of any of its obligations under this AGREEMENT, OWNER may take possession of the EQUIPMENT as provided by law and hold the SCHOOL responsible for any damages to the EQUIPMENT.

ENTIRE AGREEMENT AND MODIFICATION: This AGREEMENT constitutes the entire agreement between the parties. No modifications or amendment of this AGREEMENT shall be effective unless in writing and signed by both parties.

GOVERNING LAW: This AGREEMENT shall be constructed in accordance with the laws of the State of Oklahoma.

Agreed on this _____ day of _____, 2016

Representative for B-Sew Inn, LLC (OWNER)

Date

Principal or Assistant Principal (SCHOOL)

Date

**B-Sew Inn Education Division
TECHNOLOGY EQUIPMENT LOANER PROGRAMS
for the 2016-2017 SCHOOL YEAR**

AUTHORIZATION FOR HANDS-ON TRAINING

As part of Baby Lock's agreement with B-Sew Inn, on-line OR hands-on training is required to assure proper usage of the equipment. This training will be vital to maximize the benefits of the equipment and to help your school year flow successfully. For your convenience, we offer a series of video tutorials that can be viewed at the educator's convenience.

The Equipment Loaner Programs are available to all qualifying public schools and there is **no cost for the usage of the equipment** during the school year. If an educator attends the Imagine2 Serger Washington State FCS Conference hands-on training session, there is no charge for the training session. Nationwide participants are not required to attend a hands-on session, but attendees will be given priority distribution of equipment over those requested online training options. We believe that attending the hands-on session will be beneficial and enable the participant to utilize the equipment at the highest level possible.

In addition to on-line and/or hand-on training, All Participants will receive the benefit of the following.

- Digital Files featuring helpful instructional material, including learning activities and the design files to complete.
- Use of an instructional video or DVD and/or manufacturer's manual for the 2016-2017 school year
- A Toll Free Help Line for the 2016-2017 School Year. Core Office Hours are 10:00 to 5:00 Monday thru Friday.
- Appropriate Starter Supply List with instructions on why the product would be used and how to get the greatest value from the product. Supply Kits are available as both standard selections and customized selections. (Serger Starter Kits start at \$15. Embroidery Starter Kits start at \$49. Sewing Starter Kits start at \$24.) We encourage you to take advantage of a Supply Kit because the prices are significantly lower than retail pricing and it ensures that you will be using the correct supplies to keep your equipment running in top condition.
- Additional classroom supplies can be purchased at any time during the year through B-SEW INN EDUCATION DIVISION at a special school discount.
- B-SEW INN EDUCATION DIVISION offers a free-freight program for purchases made by Loaner Program Participants.
 - All orders over \$20 to the contiguous U.S will receive FREE SHIPPING (UPS or USPS selection is at our discretion.)
 - All orders to Hawaii & Alaska over \$20 that can fit in a USPS Flat Rate Box will receive FREE SHIPPING. Plus we will do our very best to keep the cost to a minimum on items that require larger packaging. Note: We are diligently working with Baby Lock to find a cost effective solution to minimize freight charges.

Equipment Selection

(Please check the program in which you will participate)

PROGRAM A – Baby Lock Aventura Embroidery & Sewing Machine Loaner Program

PROGRAM B – Baby Lock Imagine2 Serger Loaner Program

You may request to be on both programs. Equipment is allocated first to Washington State FCS Conference participants and then all others on a first request basis.

I have read the above information and understand completing either hands-on or on-line training is required to participate in the **Nationwide FREE Technology Equipment Loaner Programs**. I understand that there is no cost for either training option. I understand that it is highly recommended that I purchase a Basic Supply Kit to use with this equipment that is being loaned to me and if I choose not to take advantage of the discounted offer, then I must provide a list of what supplies I am intending to use so that it can be determined that no harm will be done to the equipment. If a list is not pre-approved prior to using my own choice of supplies, the school assumes all responsibility for any resulting damage and agrees to pay the service and/or repair charges.

Name of Educator that will be completing Washington FCS Conference Break-Out Session Training:

Roxcy Allen

Name of Educator that will be completing on-line video training:

Signature of Principal or School Official:

[Signature]

Date _____

Signature of person completing application:

[Signature]

Date _____

B-Sew Inn Education Division
2530 Chandler Rd, Muskogee, OK 74403
1-888-560-3227 x107 (office phone)
1-800-689-3288 (fax)
1-918-869-0637 (text)

You can reserve your equipment & training date by scanning completed copies of the last 3 pages of this form and emailing the signed forms to schools@bsewin.com However, the signed originals MUST also be mailed to B-Sew Inn Education Division, 2530 Chandler Road, Muskogee, OK 74403.

On-Line Video PROGRAM TRAINING Request

Educator Name and School: _____
Educator's Email: _____
Cell Phone Number: _____ Text Msg are okay: _____

Hands-On Washington FCS Conference Break Out Session TRAINING Request
(This group will be given priority enrollment over on-line training requests.)

Educator Name and School: Roxcy Allen Wenatchee High School
Educator's Email: allen.r@wenatcheeschools.org
Cell Phone Number: (509) 860-7769 Text Msg are okay: yes

Please remember to register for one of the Imagine2 Serger Break Out Sessions according to your Washington State FCS Conference information. This paperwork will reserve the equipment for you and allow you to take the Imagine2 Serger after the training. You will still need to make sure that there is space in the workshop for you to attend. We can accept 20 in each class only. All supplies will be provided.

Special Information that you want us to know prior to training:

Basic Starter Kits

Serger Starter Kit #1 4 Cones of White Maxi Lock Thread \$15
Serger Starter Kit #2 4 Cones of White Maxi Lock Thread and 4 Cones of Black Maxi Lock Thread \$30
Serger Starter Kit #3 4 Cones of White Maxi Lock Thread, 4 Cones of Black Maxi Lock Thread, and 2 Maxi Lock Stretch Cones (black & white) \$42

Embroidery Starter Kit #1 1 Roll TearAway Stabilizer, 1 roll Top Stabilizer, 18 spool embroidery thread set \$49
Embroidery Starter Kit #2 3 Rolls Stabilizer (cutaway, tearaway, top), 18 spool embroidery thread set \$65 (not appropriate for embroidering on garments)
Embroidery Starter Kit #3 4 Rolls Stabilizer (cutaway, tearaway, top, fusible), 18 spool embroidery thread set, PB24 prewound bobbins \$101

Sewing Starter Kit #1 18 spool set of Aerofil Sewing Thread \$24
Sewing Starter Kit #2 18 Spool set of Aerofil Sewing Thread, 4-5pk of Needles (quilting, ballpoint, universal 11/80 & 14/90) \$35

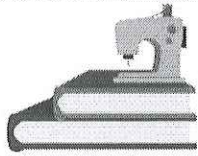
Custom Kits can be made to meet your school's specific needs. Ask for details.

Add on a digitized Embroidery Design of your school mascot \$99 (under 4x4 size)
Add on extra hoops for the embroidery machine (machine comes with 5x7 & 6x10 hoops)
1x2 hoop \$51.12 School Price
4x4 hoop \$47.99 School Price



Select which program(s) are best for your classroom.
 Start inspiring your students with the most innovative technology available
 in the sewing & embroidery industry!

B-Sew Inn Loaner Program A Baby Lock Aventura <i>BLMAV Sewing & Embroidery Machine</i>	B-Sew Inn Loaner Program B Baby Lock Imagine2 <i>BLE1AT2 Serger</i>
Classrooms designed for this program: <ul style="list-style-type: none"> • Classrooms seeking student exposure to Garment Construction, Home Interior and Fashion Design Technology at a professional, career level. • Classroom interested in exploring Embroidery Entrepreneurship 	Classrooms designed for this program: <ul style="list-style-type: none"> • Classrooms seeking student exposure to Garment Construction, Home Interior and Fashion Design Technology at a professional, career level.
Equipment (details available www.bsewinn.com): <ul style="list-style-type: none"> • Baby Lock Aventura BLMAV Sewing/Emb Machine 	Equipment (details available www.bsewinn.com): <ul style="list-style-type: none"> • Baby Lock Imagine2 BLE1AT-2 Serger
Length of Use: <ul style="list-style-type: none"> • One school year beginning on date of training and ending May 1, 2016. • Equipment is shipped by UPS to school (see shipping cost information below) • School is responsible for returning equipment by deadline or will incur a 20% restocking fee for late equipment 	Length of Use: <ul style="list-style-type: none"> • One school year beginning on date of training and ending May 1, 2016. • Equipment is distributed at training. • School is responsible for returning equipment by deadline or will incur a 20% restocking fee for late equipment
School/educator requirements: <ul style="list-style-type: none"> • Written approval by school administration (participation agreement enclosed) • Educator must participate in online training. (authorization form enclosed) 	School/educator requirements: <ul style="list-style-type: none"> • Written approval by school administration (participation agreement enclosed) • Educator must participate in online training OR attend hands-on training (authorization form enclosed) Hands-on Washington FCS Conference participants will be given priority registration over online training participants.
Cost or fees for program: <ul style="list-style-type: none"> • Traditional B-Sew Inn Aventura Equipment Loaner Program is FREE to all qualifying classrooms • There is no charge for online training/video tutorials. • To avoid damage to the machines, a list of suggested supplies will be provided and we request that you use proper stabilizers, threads, etc that will not harm the equipment. Starter Kits are available and recommended but other options will be authorized as long as we can pre-determine the quality of the brands wish to use. • School will pay UPS Ground Rate to your location for delivery of the embroidery/sewing equipment. We do not have an option for conference pick up of this item. Estimate of UPS amount available upon request. 	Cost or fees for program: <ul style="list-style-type: none"> • Traditional B-Sew Inn Imagine2 Serger Loaner Program is FREE to all qualifying classrooms • There is no charge for attending the Washington FCS Conference Break-Out Session Training. Online training/video tutorials are also available, but attendees at the conference will be given priority on machine distribution. • To avoid damage to the machines, a list of suggested supplies will be provided and we request that you use threads that will not harm the equipment. Starter Kits are available and recommended but other options will be authorized as long as we can pre-determine the quality of the brands wish to use. • <u>If attending one of the hands-on Washington FCS Conference training sessions, the educator will leave the session with the Imagine2 Serger.</u>



B-Sew Inn Education Division

Working with Baby Lock to Expand your Opportunities & Spread the Love of Sewing

2016-17 FREE Washington State Technology Loaner Program Create an Innovative CLASSROOM

Hands-on Training Session for the Imagine2 Serger at the Washington FCS Conference on October 23, 2016.

Technology LOANER PROGRAM A Baby Lock BLMAV Aventura Sewing & Embroidery Machine



Advanced Needle Threader
-follow a path, press a button. It is that simple.

On Screen Editing

141 Built-In Design Library & 13 Fonts

Multi-Line Text & the ability to Split Text

6 1/4" x 10 1/4" Design Field

2 Hoops 6 1/4" x 10 1/4" and 5x7
-extra hoops sizes are available as optional add-ons

Color LCD touch-screen w/ drag & drop

Two-way USB Connectivity

Automatic Trims Jump Stitches

Automatic Fabric Sensor System in Sewing

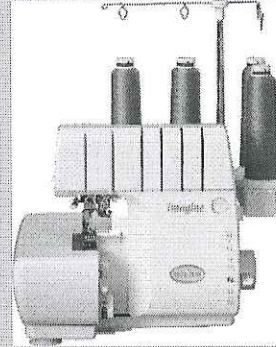
300 Built-In Sewing Stitches

Built-in automated Operational Guide

13 of the most sought after Sewing Feet

*Buttonhole Foot * Overcasting Foot * Embroidery Foot*
*Monogramming Foot * Zipper Foot * Zig Zag Foot*
*Blind Stitch Foot * Button Fitting Foot * Open Toe Foot*
*Teflon foot * Stitch Guide Foot * Free-Motion Open Toe Foot*

Technology LOANER PROGRAM B Baby Lock BLE1AT-2 Imagine Serger 4/3/2 Thread Serging Options



Jet-Air Threading Loopers
-With one touch of a lever, thread is sent through the tubular loopers. No more struggling.

All 4/3/2 Thread Combos

Full-Feature Differential Feed

Heavy Duty Cutting System

Tubular Loopers-no exposed thread

Auto Thread Delivery-perfect
-balanced stitches every time

Automatic Rolled Hem Stitch Function

Built-in Needle Threader

Built-in Ribbon & Tape Guide

Side Thread Cutter

Built in Accessory Storage

Electron Drive System

Built-in lighting

Hands-On Training Session includes: 4 Thread Construction Stitch, 3 Thread Decorative, Rolled Hem, Lettuce Edging, Ruffling using Differential Feed, Blanket Stitch, and Serger Crochet.



B-SEW INN EDUCATION DIVISION has been partnering for over twenty-two years with schools across Oklahoma, Missouri, and Arkansas to provide them with innovative technology in sewing, embroidery, digitizing and quilting. And NOW, it is YOUR TURN. Many classrooms now operate with top-of-the-line computerized equipment through funding in a variety of programs. We are excited to see classrooms offering monogramming instruction, entrepreneurship training utilizing embroidery equipment, machine quilting, graphic design and embroidery digitizing lessons, PLUS both BASIC and ADVANCED sewing instruction for fashion design, home interior and garment construction. Educators are finding so many ways to inspire creativity while teaching a tremendous amount of math, science, marketing/business, art, history, and computer technology.

For the first time ever, we have been authorized by Baby Lock USA to offer our Technology Loaner Program to ALL schools, nationwide. We would like for YOU to participate. We have designed unique training opportunities that we believe will allow you to be successful with this equipment in your classroom. We have extensive experience in this area and we look forward to assisting you.

Our goal is to offer equipment on our Loaner Programs that will be beneficial AND exciting to students, educators and administrators. Although you may be familiar with the name Baby Lock, you will definitely want to check out all the advanced features of this year's equipment.

Our Technology Loaner Programs are uniquely designed to allow classrooms to expose their students to the newest technology of our industry, while participating educators/administrators evaluate specific equipment functions to determine classroom value prior to any investment of funds. Thru this program, classrooms are allowed to try out cutting edge equipment and evaluate the technology with no obligation to purchase. Schools that like the equipment and find it to be an asset for classroom instruction, are given the opportunity to purchase the equipment at a reduced price. If the equipment is not viable for a particular classroom needs, the return process is simple.

B-SEW INN has worked closely with Baby Lock USA to design TWO OPTIONS for the 2016-2017 Nationwide Classroom Equipment Loaner Programs. The Technology Loaner Programs are also the perfect option for schools that want to test out the viability of entrepreneurship with the embroidery equipment. If you have not yet updated your classroom for the changes of the Fashion, Design, and Textile Industries, this is your opportunity to make your first step. Please do not delay in returning your registration paperwork. These FREE equipment programs are available for any qualifying school within the United States. Regardless of size, district, or current classroom equipment, you can participate. Just follow the three simple steps below and let your students start creating with fun and easy equipment.

1. Select the appropriate Program Option(s) from page 1 and page 3.
2. Complete the enclosed Program Agreement and Select a Training Option that meets your needs. Be sure to obtain permission from your administrator. Signature of administrator/supervisor is required in two areas. Select your training option. Washington State Serger Participants will be trained at the Washington FCS Conference on October 23rd. Two Hands-on Break Out Session Options. Each participant will leave with their Serger. Washington State Embroidery Machine Participants must choose the online training option and the machine will ship to their school after training is verified.
3. Email both (see step 2) documents plus your Training Session Preference Sheet to schools@bsewinn.com -- There will be a total of 3 sheets to be emailed. Then mail the paper copies to: B-Sew Inn Education Division, Attn: Josie Baird, 2530 Chandler Rd, Muskogee, OK 74403.

*Each year, B-Sew Inn Education Division is only able to secure through Baby Lock USA a limited number of machines & software. Therefore, your documents will be numbered based the receipt of faxed copy. Because of the limited quantities available for this program, the request to participate will be filled on a first come, first serve basis. **Reserve your FREE equipment for ONE SCHOOL YEAR by returning your completed agreement quickly.** All schools granted participation will be notified by mail and/or email. Once all the equipment has been allocated, a waiting list will be formed. In the event a school is unable to complete their obligations, the equipment will be offered to the next eligible school. Questions about this program or any other classroom needs should be directed to Josie Baird, educational consultant at 1-888-560-3227 ext 107, Monday through Friday, 10:00 am to 6:00pm.*



Contract Coversheet (Non-Federal)

Request Board Approval

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

All contracts require school board approval.

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

Date	New or Renewal or Revision	Agency	Purpose	Amount	Contract Start Date & End Date	Staff Person Responsible for Contract	Approved by Les?	PO Required?	Attorney Review Required?
09/29/16	Renewal	SBA Communications	Westside Cell Tower Lease	\$6,900/yr	Oct 25, 2016 - Oct 25, 2030 (in 5-year successive terms)	<u>Karen Walters</u>		No	
				Budget Code		I have read this contract and recommend it for board approval. 			
				revenue 960 0021 27		Initial <u>a-2a-16</u> Date			

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

Agency Name SBA Communications
 Attention: Leysi Quincoses
 Street address or PO Box 8051 Congress Ave
 City, State, Zip Code Boca Raton, FL 33487-1307
 Email Address dfeldman@sbsite.com (for our rep. Darren Feldman)
 Phone Number 1-800-487-7483 ext 7795

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

Reviewed by Attorney

Requires Edits? _____

Signature _____

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

Extension of agreement, Cell tower is located at Westside, and generates monthly revenue to WSD



August 05, 2016

SBA Communications Corporation
8051 Congress Avenue
Boca Raton, FL 33487-1307

T + 561.226.9522
F + 561.226.3558

sbasite.com

**** Via FedEx Overnight ****

Wenatchee School District No. 246
Attn: Karen Walters, Director of Accounting
235 Sunset Avenue
Wenatchee, WA 98801
(509) 682-6410

Re: Amendment to Site Ground Lease Agreement
WA48155-A/Fraternal Order Of Eagles 204

Dear Ground Owner:

Enclosed please find four (4) original Amendment to Site Ground Lease Agreement for the above mentioned site.

When you execute the documents, please do not enter the date on the first page of these Amendments, as SBA will date them when we sign and they are fully executed. Also, please have all four (4) original documents executed, witnessed by two (2) non-involved separate witnesses and notarized where indicated. **Please return this package to my attention in the enclosed prepaid envelope on or before 8/19/2016.** Once executed by SBA, we will return an original for your records. Please use **BLACK INK** when signing documents.

If you have any questions regarding the enclosed documents or instructions above, please feel free to contact your Real Estate Acquisition Specialist, Darren Feldman (800) 487-7483 x9502.

Thank you and have a great day.

Sincerely,

Erika Lebrini

Real Estate Closing Administrator

Enclosure(s)

Prepared by: Joanne Beaulieu
After recording return to: Leysi Quincoses
SBA Network Services, LLC
8051 Congress Avenue
Boca Raton, FL 33487-1307
Ph: 1-800-487-7483 ext. 7795

Parcel ID: 222004605013

AMENDMENT TO SITE GROUND LEASE AGREEMENT

THIS AMENDMENT TO SITE GROUND LEASE AGREEMENT ("Amendment") is executed this _____ day of _____, 2016, by and between **WENATCHEE SCHOOL DISTRICT NO. 246, a Washington municipal corporation**, having an address at 235 Sunset Avenue, Wenatchee, WA 98801 ("Lessor") and **SBA 2012 TC ASSETS, LLC, a Delaware limited liability company**, having a principal office located at 8051 Congress Avenue, Boca Raton, Florida 33487-1307 ("Lessee").

WHEREAS, Fraternal Order of Eagles Aerie Number 204, a Washington Fraternal Organization, and Washington Oregon Wireless Properties, LLC, a Washington limited liability company, entered into that certain Site Ground Lease Agreement, dated July 28, 2005, as evidenced by that certain Memorandum of Agreement recorded September 24, 2005, as AFN #2207499, and ultimately assigned to Lessee, f/k/a TowerCo Assets LLC, a Delaware limited liability company, successor by merger to Tower Entity 18 LLC, a Delaware limited liability company, pursuant to that certain Assignment and Assumption of Ground Lease recorded March 16, 2009, as AFN #2299230, both recordings of the Auditor's Office of Chelan County, Washington (collectively, "Agreement") for Lessee's use of a portion of the real property ("Premises") located at 1510 9th Street, Wenatchee, WA 98801 ("Property"), being more particularly described in the attached Exhibit "A"; and

WHEREAS, Lessor is successor in interest to Fraternal Order of Eagles Aerie Number 204, a Washington Fraternal Organization; and

WHEREAS, Lessor and Lessee desire and intend to amend and supplement the Agreement as provided herein.

NOW, THEREFORE, for good and valuable consideration of One Hundred and no/100 Dollars (\$100.00), the receipt and sufficiency of which is hereby acknowledged, the parties hereto covenant, agree and bind themselves to the following modifications to the Agreement:

1. **Section 2. Term**, of the Agreement is hereby amended as follows:

In addition to the Renewal Terms as referenced in the Agreement, the Agreement is hereby amended to include five (5) additional successive terms of five (5) years (each an "Additional Renewal Term"). Each Additional Renewal Term shall be deemed automatically extended, unless Lessee notifies Lessor of its intention not to renew the Agreement at least ninety (90) days prior to the commencement of the succeeding Additional Renewal Term. The first Additional Renewal Term shall commence on October 26, 2030 ("Additional Renewal Term Commencement Date"), upon the expiration of the Renewal Term expiring on October 25, 2030.

2. **Section 12(a). Assignment and Subletting**, of the Agreement is hereby deleted in its entirety and replaced as follows:

Lessee may sublet all or part of the Premises or may assign or transfer the Agreement in whole or in part. Upon such assignment, Lessee shall be relieved of all liabilities and obligations under the Agreement.

3. **Section 15. Notices**, of the Agreement is hereby amended as follows:

If to Lessor, to:

Wenatchee School District No. 246
235 Sunset Avenue
Wenatchee, WA 98801

If to Lessee, to:

SBA 2012 TC Assets, LLC
Attn: Site Administration
8051 Congress Avenue
Boca Raton, FL 33487-1307
Re: WA48155-A/Fraternal Order Of Eagles 204

4. The Agreement is hereby amended to include **Section 19. Right of First Refusal / Exclusive Use**, as follows:

If at any time during the term of the Agreement, Lessor receives a bona fide written offer from a third person (the "Offer") to sell, assign, convey, lease, factor or otherwise transfer or create any interest in the current or future Rent, this Agreement, or the Premises, which Lessor desires to accept, Lessor shall first give Lessee written notice (including a copy of the proposed contract) of such Offer prior to becoming obligated under such Offer, with such notice giving Lessee the right to acquire the interest described in the Offer on the terms set forth in the

Offer. Lessee shall have a period of thirty (30) days after receipt of Lessor's notice and terms to exercise Lessee's right of first refusal by notifying Lessor in writing. If Lessee has not exercised its right of first refusal in writing to Lessor within such thirty (30) day period, the Offer will be deemed rejected. Lessor may not assign the Rent or the Agreement or any rights hereunder, or grant any interest in any portion of the Property, except in connection with conveyance of fee simple title to the Property, without the prior written consent of Lessee, in Lessee's sole and absolute discretion.

As part of Lessee's right to the undisturbed use and enjoyment of the Premises, Lessor shall not at any time during the term of the Agreement (i) use or suffer or permit another person to use any portion of the Property or any adjacent parcel of land now or hereafter owned, leased or managed by Lessor for the uses permitted herein or other uses similar thereto, or (ii) grant any interest in or an option to acquire any interest in any portion of the Property that permits (either during the term of the Agreement or after the term hereof) any of the uses permitted under the Agreement without the prior written consent of Lessee, in Lessee's sole discretion.

5. Capitalized terms not defined in this Amendment will have the meaning ascribed to such terms in the Agreement.
6. This Amendment will be governed by and construed and enforced in accordance with the laws of the state in which the Property is located without regard to principles of conflicts of law.
7. Except as specifically set forth in this Amendment, the Agreement is otherwise unmodified and remains in full force and effect and is hereby ratified and reaffirmed. In the event of any inconsistencies between the Agreement and this Amendment, the terms of this Amendment shall take precedence.
8. Lessor acknowledges that the attached Exhibit "A" may be preliminary or incomplete and, accordingly, Lessee may replace and substitute such Exhibit with an accurate survey and legal descriptions of the Premises and easements and re-record this Amendment with the approval of Lessor. Following such re-recording, the descriptions of the Premises and easements described therein shall serve as the descriptions for same for all purposes under the Amendment.
9. Lessor represents and warrants to Lessee that the Lessor is the sole owner in fee simple title to the Premises and easements and the Lessor's interest under the Agreement and that consent or approval of no other person is necessary for the Lessor to enter into this Amendment.
10. This Amendment may be executed in one or more counterparts, and by the different parties hereto in separate counterparts, each of which when executed shall be deemed to be an original but all of which taken together shall constitute one and the same Amendment.

11. Lessee shall have the right to record this Amendment.

[The remainder of this page is intentionally left blank. Signatures to follow.]

IN WITNESS WHEREOF, the parties have executed this Amendment as of the day and year first above written.

WITNESSES:

LESSOR:

WENATCHEE SCHOOL DISTRICT NO. 246, a Washington municipal corporation

Print Name: _____

By: _____

Print Name: _____

Print Name: _____

Title: _____

STATE OF WASHINGTON
COUNTY OF _____

On this ___ day of _____, 2016, before me, the undersigned, a Notary Public in and for the State of Washington, duly commissioned and sworn, personally appeared _____ to me known to be the _____, of Wenatchee School District No. 246, a Washington municipal corporation, the corporation that executed the foregoing instrument, and acknowledged the said instrument to be the free and voluntary act and deed of said corporation, for the uses and purposes therein mentioned, and on oath stated that he/she is authorized to execute the said instrument and that the seal affixed is the corporate seal of said corporation.

Given my hand and official seal hereto affixed the day and year first above written.

(NOTARY SEAL)

Notary Public

WITNESSES:

Print Name: _____

Print Name: _____

LESSEE:

**SBA 2012 TC ASSETS, LLC, a Delaware
limited liability company**

By: _____
Alyssa Houlihan
Vice President, Site Leasing

**STATE OF FLORIDA
COUNTY OF PALM BEACH**

The foregoing instrument was acknowledged before me on the ____ day of _____, 2016, by Alyssa Houlihan, Vice President, Site Leasing of SBA 2012 TC Assets, LLC, a Delaware limited liability company, on behalf of the company and who is personally known to me.

Notary Public

Print Name: _____
My Commission Expires: _____

(NOTARY SEAL)

EXHIBIT 'A'

Legal description to be incorporated upon receipt of final survey.

SITUATED IN THE COUNTY OF CHELAN AND STATE OF WASHINGTON AND DESCRIBED AS FOLLOWS:

PARCEL A

LOT 1, AS DELINEATED ON CITY OF WENATCHEE (WVC FOUNDATION) SHORT PLAT NO. 2006-079-WE, CHELAN COUNTY, WASHINGTON, RECORDED JULY 25, 2006, IN BOOK SP 20 OF SHORT PLATS, PAGES 75-76.

TAX ID NO: 222004605013

PARCEL B

LOT 2, AS DELINEATED ON CITY OF WENATCHEE (WVC FOUNDATION) SHORT PLAT NO. 2006-079-WE, CHELAN COUNTY, WASHINGTON, RECORDED JULY 25, 2006, IN BOOK SP 20 OF SHORT PLATS, PAGES 75-76.


TAX ID NO: 222004605014

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 Flonas, 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?
09/30/16	New	Strategic Steps	Collaborative Departmental/Team Training, 3 workshops	5,250 5,250 Budget Code 6500 31 7000 000	10/14/16 - 10/15/17 5/12/17 or 5/19/17	Cyndy Valdez I have read this contract and recommend it for board approval. Initial: BV Date: 10/3/16		Yes	

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

Agency Name: Strategic Steps
 Attention: Sarah Schoenhals Martinez
 Street address or PO Box: 1504 Fuller Street
 City, State, Zip Code: Wenatchee WA 98801
 Email Address: info@stategicsteps.org
 Phone Number: 509-855-5599

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

Training is designed in three progressive sections to enable deep implementation and time for the learning to become inherent to the culture of the team/departments.

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

Reviewed by Attorney _____
 Signature

Requires Edits? _____



CONTRACT
Wenatchee School District
Attn: Cyndy Valdez
September 9, 2016

Thank you for inviting us to come alongside you in the support of your departmental and coaching staff. The following agreement spells out the terms and conditions for Strategic Steps consulting. Please sign, return, and keep a copy for your records.

1. Services

Dr. Sara Martinez will consult with Wenatchee School District for three collaborative staff development sessions. Each day will include a repeated 3-hour workshop for two different groups.

Dates: October 14, 2016	Time: 8-11am Special Services Staff 12-3pm Instructional Coaches
January 6, 2017	8-11am Special Services Staff 12-3pm Instructional Coaches
May 12 th OR May 19th, 2017	8-11am Special Services Staff 12-3pm Instructional Coaches

2. Payment and Terms

Supplies: Wenatchee School District agrees to provide supplies or copies needed by participants during the session.

Cancellation Policy: Any cancellation must be communicated to the consultant with a minimum of 1-month notification to release the district from full payment of contract. Cancellations received less than one month in advance will require the district to honor the financial requirements of the contract, unless mutually agreed upon or the consultant is able to schedule a replacement training with another district.

Consulting Fee:

The Wenatchee School District will be sent an invoice for the consulting fee plus actual and necessary expenses after each workshop date.

Workshop fee (\$1750 per workshop)	\$5250.00
Estimated Lodging, Transportation, Meals	N/A
ESTIMATED Training Fee	\$5250.00

District Approval Signature:

Consultant Signature: **Sara Schoenhals Martinez**

Digitally signed by Sara Schoenhals Martinez
 DN: cn=Sara Schoenhals Martinez, o=KingdomPursuit, ou, email=sara@kingdompursuit.net, c=US
 Date: 2016.10.02 12:12:47 -07'00'

Date: updated 10.2.16

Central WA Office
 1504 Fuller Street
 Wenatchee WA 98801

Office: 509.855.5599
 Fax: 509.787.3446
 info@strategicsteps.org
 www.strategicsteps.org



**Wenatchee School District
Collaborative Departmental/Team Training**

This training is designed in three progressive sections to enable deep implementation and time for the learning to become inherent to the culture of the team/departments.

Each section contains practical tools, team building exercises, and reflective opportunities for personal, team and departmental growth in areas of collaboration, communication, culture and healthy working environments. The impact is both internal to the team and external to students, families and staff that team members interact with as part of their district roles.

PART ONE: CONNECTION & COLLABORATION (3 hours)

If you want to go fast, go alone. If you want to far, go together. – African Proverb

Asset-based approach to team building that includes individual and team identity, collaborative synergy, united mission, and shared norms of operating.

1. Our Team
 - Who's on the team and how we fit together
 - DISC Workplace Profiles (completed online ahead of time by each participant)
 - Interpersonal
 2. Our Mission (why, how, what)
 - Synergizing our strengths toward a common goal
 - Departmental (roles and responsibilities – shared purpose and connections across departments and assignments)
 3. Our Method
 - Creating a shared mode of operating
 - Intentional
- Team mode of operating
- Culture of honor
 - roles, contributions, strengths, uniqueness
 - Presuming positive intentions
 - "Umbrella of grace"
 - Culture of collaboration
 - My energy verses team synergy
 - Placing ideas on the table

- Sharing successes (your success is our success)
- Culture of excellence
 - Problem solving mentality
 - Open to new ideas (integration of innovation)
 - Accountability and reflective practice

PART TWO: CULTURE & COMMUNICATION (3 hours)

"Communication works for those who work at it." John Powell

Focused approach to understanding our personal communication styles, how culture impacts communication, what to do when miscommunication occurs, and building healthy channels of communication across teams/departments.

Specific design of this section is tailored to the audience – based on reflections and observations during the first session.

General key topics:

- Communication styles
- Methods & modes of communication
- Culture and communication
 - Cultural intelligence: A person's capability to function effectively in situations characterized by cultural diversity (Earley & Mosakowski).
- Conflict resolution (avoiding the triangulation trap)

PART THREE: AFFECT & ATMOSPHERE (3 hours)

"There is no separation of mind and emotions; emotions, thinking, and learning are all linked." — Eric Jensen

Practical approach to understanding how emotions impact environments, how to build personal and team EI (Emotional intelligence), and create (or shift) an atmosphere that brings forth the best in ourselves, our coworkers, and fosters a growth mindset.

The specific design of this section is tailored to the audience – based on reflections and observations during the first two sessions.

General key topics:

- The power of expression
- Listening below the surface
- Emotional intelligence: *The ability to monitor one's own and others' feelings and emotions, to discriminate among them and to use this information to guide one's thinking and actions* (Salovey and Mayer).
- Taking risks and embracing change
- Shifting atmospheres


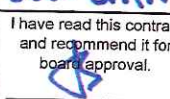
Contract Coversheet (Non-Federal)

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 Fones, 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?
09/22/16	NEW	Developing Minds, Inc. Dr. Marcia Tate, Educational Consultant	One-day workshop on: Shouting Won't Grow Dendrites: 20 Techniques to Detour Around the Danger Zones*	\$10,000	December 2, 2016	<i>Put Your Name Here</i> Jon Smith			<i>Yes</i>
				Budget Code		I have read this contract and recommend it for board approval. 			
				5812.31.7000.000		Initial 9.23.2016 Date			
									This is decided at the district office.

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

Agency Name: Developing Minds, Inc.
 Attention: Dr. Marcia Tate
 Street address or PO Box: P.O. Box 82880
 City, State, Zip Code: Conyers, GA 30013
 Email Address: marciata@bellsouth.net
 Phone Number: 770.918.5039

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

If this is a revision, what has changed?

PLEASE GIVE COPY TO ANGIE KNUDTSON
 This one-day workshop will be offered to ALL our certificated staff as their Professional Development day, December 2, 2016. Dr. Marcia Tate will be following up her "Worksheets Don't Grow Dendrites" workshop from August with this workshop titled, "Shouting Won't Grow Dendrites."

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

Reviewed by Attorney _____
 Signature

Requires Edits? _____



DEVELOPING MINDS, INC.

DR. MARCIA L. TATE, Educational Consultant

September 22, 2016

Ms. Jodi Smith
Assistant Superintendent
Wenatchee School District
235 Sunset Avenue
Wenatchee, WA 98801

Revised Contractual Agreement

The following contract will serve as a binding agreement between Dr. Marcia L. Tate, CEO of *Developing Minds, Inc.* and *Wenatchee School District*.

Contact Person: Jodi Smith
Telephone Number: 509-679-2070

Dr. Tate agrees to provide the following consultant services: A one-day workshop on *Shouting Won't Grow Dendrites: 20 Techniques to Detour Around the Danger Zones**.

Date: Friday, December 2, 2016
Target Audience: Teachers/Administrators

Wenatchee School District agrees to pay *Developing Minds, Inc.* a fee of **\$10,000.00 inclusive of all expenses**, (i.e., transportation, lodging, food, etc.), to be paid no later than 30 days following the performance of services. The \$10,000.00* will be for up to 500 participants*. Recordings or transmissions of services provided are not permitted.

If this contract is not signed and returned within **21 days** from the date of mailing, the day(s) will be released unless we have been notified to hold them for a specific period of time. Once it has been signed, there will be a cancellation fee of 15% of the total consultant fee, plus any airfare costs already incurred.

Please return the original signed copy.

School District Representative

Date

Marcia L. Tate

Dr. Marcia L. Tate
CEO, *Developing Minds, Inc.*
Tax ID # 65-1182215
9-22-16

Date

*Revised


"Federal" Contract Cover Sheet

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	Reviewed by Les?	PO Required?	Attorney Review Required?
09/26/16	NEW	North Central ESD Contract #2016-218	Up to 6 days Science Training related to Professional Learning to WSD staff.	\$4,850	10/5/16 - 6/30/17	<u>Jodi Smith Payne</u>	 Yes	Yes	This is decided at the district office.
				Budget Code		I have read this contract and recommend it for board approval.			
				5200.31.7000.000.3010		Initial <u>JS</u> Date <u>9.26.2016</u>			

Federally Funded Agreements for Professional Services:

Quotes are not necessary when using federal grant money to pay for professional services provided from another government agency such as an ESD or another school district.

However, record and keep documents that show how the agreement resulted in an economical and efficient use of federal resources.

If the vendor is not from the ESD, OSPI or a school district and professional services are less than \$75,000, you must obtain at least three quotes and maintain records with the following information: rationale for the method of procurement, selection of contract type, contractor selection or rejection and the basis for the contract price (per Circular A-102)

Any purchase in excess of \$75,000, must use the formal bid process to obtain sealed bids and retain all documentation.

If the purchases are not federally funded, then follow the state requirements (RCW 28A.335.190).

Before entering into a vendor contract, check the vendor for suspension and debarment at www.sam.gov, print and submit a copy with your contract.

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

Agency Name North Central Educational Service District 171
 Attention: Barbara Nuxoll
 Street address or PO Box 430 Olds Station Road
 City, State, Zip Code Wenatchee, WA 98801
 Email Address barbaran@ncesd.org
 Phone Number 509.665.2610

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

If this is a revision - what has changed?

****NOTE:** This contract might possibly be funded through the SOAR Program. This training will provide up to 6 days Science related Professional Learning to WSD staff. Learning lab w/HS Teachers, PLC time; CTE/9th Grade Science work/Defined STEM; and PBL H.S. projects support/field studies.
****Please give copy to Angie Knudtson in Learning & Teaching**
 There were no findings for debarment through SAM (attached)

Reviewed by Attorney

Signature _____

Requires Edits?

AGREEMENT FOR INTERAGENCY SERVICES

BETWEEN

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

WA 98807-1767
 State Zip

North Central Educational Service District 171
 (Hereinafter referred to as NCEDSD)
 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 NCEDSD, 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: **Up to 6 days Science related Professional Learning to Wenatchee School District staff. (Learning Lab with HS Teachers 12/5; 2/13; 4/10). Other three days to be determined (to possibly include PLC time; CTE/9th Grade Science work/Defined STEM; and PBL H.S. projects support/field studies)**
- B. NCEDSD will do the following in order to accomplish the general objectives: **Up to six (6) days Professional Learning to Wenatchee School District staff as listed in section A.**
- C. NCEDSD will complete any additional documents required by this contract. **Invoice**
- D. Following its approval by the authorized signatory for the Contracting Agency this agreement shall commence and be effective for the period beginning **10/05/16** and ending **06/30/17**, 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 NCEDSD's satisfactory performance of the duties set forth herein and submission of a properly completed claim form, the Contracting Agency shall compensate the NCEDSD as shown below.

CONTRACT FEES	Description of Service	Total
\$775/day	Up to 6 days Science Professional Learning	\$4,650.00
.54/mile	Mileage reimbursement (up to)	\$200.00
Contract Total (up to)		\$4,850.00

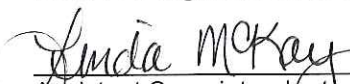
NCESD WILL INVOICE QUARTERLY

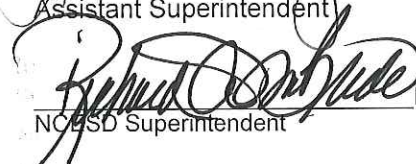
2409 81 _____
 NCEDSD Budget Account Code

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

NCESD's Signature and Certification

Contracting Agency's Signature and Certification

 Date 9/16/2016
 Assistant Superintendent

 Date 9/18/16
 NCEDSD Superintendent

 Authorized Signatory for Contracting Agency

Federal Tax ID No. 91-0923400

Signed this _____ day of _____ 20____

Business License No. UBI 600-087-495, State of Washington

(See Sections XII and XIII on reverse for information on backup withholding certification and explanation of option to void.)

Original copy to be signed and returned to North Central ESD Business Office prior to the commencement of services.

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) or agent(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.

USER NAME PASSWORD

[Forgot Username?](#) [Forgot Password?](#)

[Create an Account](#)

NORTH CENTRAL EDUCATION SERVICE DISTR:

135 S MAIN ST
CONDON, OR, 97823-0000 ,
UNITED STATES

DUNS: 120352216 CAGE Code: 5MWX8
Status: Active

Expiration Date: 03/03/2017
Purpose of Registration: All Awards

Entity Dashboard

[Entity Overview](#)

[Entity Registration](#)

▶ [Core Data](#)

▶ [Assertions](#)

▶ [Reps & Certs](#)

▶ [POCs](#)

[Exclusions](#)

▶ [Active Exclusions](#)

▶ [Inactive Exclusions](#)

▶ [Excluded Family Members](#)

Entity Overview

Entity Registration Summary

Name: NORTH CENTRAL EDUCATION SERVICE DISTRICT
Doing Business As: NORTH CENTRAL ESD
Business Type: US Local Government
Last Updated By: Michael Carroll
Registration Status: Active
Activation Date: 03/03/2016
Expiration Date: 03/03/2017

Exclusion Summary

Active Exclusion Records? No



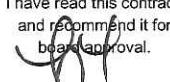

Note to all Users: This is a Federal Government computer system. Use of this system constitutes consent to monitoring at all times.

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 Flonas, 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?
10/04/16	New/Updated	Grand Canyon University	Tuition Scholarships to employees, students and parents of WSD	\$0	10/1/16	<u>Lisa Turner</u> I have read this contract and recommend it for board approval.  Initial <u>LT</u> Date <u>10-5-16</u>			This is decided at the district office.

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

Agency Name Grand Canyon University
 Attention: Bart Barrett
 Street address or PO Box 3300 W Camelback Rd
 City, State, Zip Code Phoenix, AZ, 85017
 Email Address bart.barrett@ccu.edu
 Phone Number 509-680-5416

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

If this is a revision, what has changed?

Tuition scholarship is already available to WSD employees. This contract extend the tuition scholarship to staff spouses, students and parents.

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

Reviewed by Attorney _____

Signature

Requires Edits? _____



Participants in Learning, Leading and Serving Agreement – Out of State

By way of this agreement, Wenatchee School District agrees to join Grand Canyon University's Participants in Learning, Leading and Serving (PLLS) program. The purpose of this agreement is to define the relationship between Grand Canyon University (GCU) and signee as it relates to the PLLS membership. All benefits are available at no cost, or at a discounted rate, to participants as part of the participant agreement. There is no limit or minimum on the number of benefits a district may utilize, and participants are not expected to partake in all benefits to become and remain PLLS participants.

BENEFITS AND CONTRIBUTIONS TO PLLS SCHOOLS AND DISTRICTS

1. High school students (grades 9-12), graduating from a PLLS participant high school, will receive a \$250 Grand Canyon State University Grant per year at GCU. The amount is broken into \$125 for each fall and spring semester. The high school must be a PLLS member at the time of the student's graduation in order to be eligible for the Grant.

GCU scholarships are allowed to be combined up to the following limits:

- President's Scholars in campus housing – up to \$16,500
- All other scholars in campus housing – up to \$14,000
- All scholars living off campus – up to \$11,500

2. PLLS participants will have access to a 10% scholarship for their faculty and staff, providing savings toward tuition for online undergraduate, graduate or doctoral degree programs through Grand Canyon University. (The PLLS scholarship cannot be combined with any other institutional scholarship/award.)
3. PLLS participants will have access to a 5% scholarship for spouses of their faculty and staff, providing savings toward tuition for online undergraduate, graduate or doctoral degree programs through Grand Canyon University. (The PLLS scholarship cannot be combined with any other institutional scholarship/award.)
4. PLLS participants will have access to an exclusive 5% scholarship for their students' parents, providing savings toward tuition and fees for a bachelor's or master's degree through the University's College of Education or a doctoral degree related to the field of Education. Eligible doctoral programs are listed under Teaching and Administration on the "Majors and Programs" tab on the www.gcu.edu website. (The PLLS scholarship cannot be combined with any other institutional scholarship/award.)
5. PLLS participants will have access to a 10% scholarship for their faculty and staff, providing savings for individual courses from GCU's degree programs, along with a portfolio of six-week online continuing education classes. (The PLLS scholarship cannot be combined with any other institutional scholarship/award.)
6. PLLS participants may request cohort programs for continuing education, individual courses and/or master's and doctoral degree programs to be delivered at approved school district locations (upon site approval), at regionally approved GCU sites or online.
7. PLLS participants will have access to a catalog of dual enrollment courses for current high school students, offering them an opportunity to reduce the time to complete a bachelor's degree from four years to three. This could reduce college costs by up to 25%.

GRAND CANYON UNIVERSITY™



8. PLLS participants will have access to GCU's EDSource services. Available EDSource opportunities include: Speakers Bureau (motivational speaking and lectures), Professional Development (instruction based on specific subject matter and customized to address specific needs) and Coaching, Mentoring and Consultation (individualized assistance in areas requested).
9. PLLS participants will have access to the GCU Online Job Board to post employment opportunities and search for applicants.
10. PLLS participants requesting student teaching/practicum placements of GCU teacher candidates will receive priority. It's suggested that the signee submit an official affiliation agreement to GCU through a University Development Representative or GCU Teacher Placement Specialist.
11. PLLS participants may have access to GCU staff to make presentations to parents and teachers regarding GCU degree programs.
12. PLLS participants will receive priority communication and involvement in GCU-sponsored initiatives and programs that benefit students, staff and school communities.
13. PLLS faculty, staff and families will receive discounts for GCU academic and athletic camps along with other events sponsored by Strategic Educational Alliances.
14. PLLS participants will have the opportunity to participate in coordinated PR and marketing efforts using provided GCU branded and approved marketing materials. The GCU marketing staff will review any materials designed by participant schools.
15. PLLS participants will be consulted and called upon as valued advisors as higher education programs are developed, projects are developed and representatives are needed.
16. PLLS participants will be featured on GCU's website along with a link to their district website.
17. PLLS participants in New Mexico will have access to GCU's facility for usage, subject to availability. If there is a charge for any facility use, PLLS participants will receive a discount. PLLS participants will receive preference over non-participants for facility use.
18. Other school/district benefits may be available as mutually agreed upon by both parties.

PLLS SCHOOL AND DISTRICT CONTRIBUTIONS TO GCU

1. PLLS participants will promote the Grand Canyon State University Grant to parents and students via the appropriate communication method (i.e. email, informational meeting, school bulletin, website, etc.), if applicable.
2. PLLS participants will promote information regarding GCU degree programs to faculty, staff and parents via the appropriate communication method (i.e. email; informational meetings, district events and school visits with GCU representatives; school bulletin; website, etc.).
3. PLLS participants will verify teacher and parent eligibility for scholarships and benefits, and will certify eligibility of all applicants to GCU.
4. PLLS participants will host college preparation opportunities for high school students (if applicable) during the fall and spring semesters at each high school.

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5. PLLS participants may make GCU dual enrollment courses available to students (if applicable).
6. When opportunities arise, PLLS participants will encourage members and staff to attend GCU-hosted events on campus (if applicable).
7. PLLS participants will distribute the one-page, digital PLLS Benefits Guide to all employees to announce the program and share information about the benefits.
8. PLLS participants will distribute GCU newsletters (2-4 times per year) and mutually agreed-upon communications through district contacts via email.
9. PLLS participants will utilize GCU branded and approved materials when promoting GCU programs and/or seek approval from GCU to use customized materials for print, email and websites.
10. PLLS participants will include GCU on their district's website and/or further communications pieces in which educational relationships are designated.

GCU reviews scholarship programs that impact each incoming class on an annual basis. GCU reserves the right to alter the amount of or revoke awarded scholarships of any type, at any time, without prior notice to participants.

The Parties agree to protect the participants' educational records in accordance with the Family Educational Rights and Privacy Act, 20 U.S.C. 1232g and any applicable policy of the Parties. To the extent permitted by law, the Parties may share information from participants' educational records with each other so that each can perform its respective responsibilities under this Agreement but shall not disclose or share education records with any third party.

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The undersigned agrees to the conditions of the PLS membership, which is effective upon signing and will continue on an ongoing basis. The PLS administrator will be informed of any changes that may occur to the participant agreement via email, with a request for confirmation of receipt. Both GCU and the PLS participant reserve the right to dissolve the relationship at any time should it not align with either party's mission or goals. The acting party should present the termination of participation by way of written notice. If the agreement is cancelled, individuals who are continuously enrolled in a degree program at GCU will continue to receive the financial scholarship initiated by the participant agreement throughout the course of their program.

Wenatchee School District
District/School Name

District/School Administrator (Signature/Print Name) Date

Phone Number Email Address

Address City/State/Zip Code

GCU Senior Vice President, Strategic Educational Alliances Date


Contract Coversheet (Non-Federal)

Request Board Approval

Please submit this form with your unsigned contract to Denise Watson at least **3** weeks before the scheduled School Board meeting. Upon attorney review and approval, 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?
04/18/16	New	Total Care, Inc.	To provide skilled, nursing care at Wenatchee School District for medically fragile student for the 2016-2017 school year.	\$60.00 per hour, for services provided, not to exceed 7 hours per day Budget Code 2100 26 7000 000	8/30/2016 through 6/09/2017	<u>Trisha Craig</u> I have read this contract and recommend it for board approval. Initial: <u>TC</u> Date: <u>4-21-16</u>			

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

Agency Name: Total Care, Inc
 Attention: Deena Mason, M.Ed, Executive Director
 Street address or PO Box: 307 South 12th Ave Suite 18
 City, State, Zip Code: Yakima, WA 98902
 Email Address: TCHOMECARE@AOL.COM
 Phone Number: 509.248.7846

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

Contract is needed for a pre-kindergarten student who is medically fragile but will be stable enough to attend preschool starting in September 2016.

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

Reviewed by Attorney _____

Signature

Requires Edits? _____



TotalCare

Home Health Care Specialist

307 South 12th Ave Suite 18

Yakima WA, 98902

(509) 248-7846

TCHOMECARE@AOL.COM

CONTRACT FOR PROFESSIONAL SERVICES

This contract is between Wenatchee School District at 112 Elliott Ave, Wenatchee WA 98801 (herein after referred to as the District), Wenatchee, WA and **Total Care, Inc.** (hereinafter referred to as the Provider) Effective Sept 2016 through June 2017 for the performance of service set forth below:

1.0 Purpose:

The purpose of this agreement is to develop a formal relationship between the District and Provider to perform and / or assist with skilled medical, nursing care at Wenatchee School District for the student as specified below.

2.0 General Terms and Conditions:

The period of performance of this agreement shall be for the 2016 – 2017 school year. No alteration or variation of the terms of this contract or understandings or agreement not incorporated herein, unless made in writing between the parties hereto, shall be binding.

In performing services under this agreement, the District and Provider are independent contractors and nothing herein is to be construed as establishing an employer/employee relationship. The two partners agree that all work shall be performed in accordance with the highest professional standards.

The parties agree that no person shall, on the grounds of race, color, creed, national origin, sex, or disability, be excluded from or denied participation in, or otherwise be subjected to discrimination under any activity performed pursuant to this contract.

This contract may be terminated with written 30 day notice by either party.

3.0 The Provider agrees to:

Supervise and monitor Identified Student according to His/Her IEP and Individual Health Plan. Monitor and record the provision of services consistent with Medicaid requirements. Complete District required forms for third party reimbursement. These services will be provided as private duty nursing for the Wenatchee School Dist. on designated days when school is in session on regular calendar school days or as needed. Perform direct nursing services for a specific student as indicated and necessary in a variety of school settings (bus, classroom, playground, etc).

3.1 The Provider agrees to:

The Provider also agrees to provide the following:

1. A COPY OF HIS/HER STATE NURSING LICENSE FOR ALL SERVICE PROVIDERS
2. A COPY OF TOTAL CARE'S STATE BUSINESS LICENSE
3. FEDERAL TAX ID NUMBER
4. SPECIFY TOTAL CARE'S LIABILITY INSURANCE CARRIER
5. A COPY OF TOTAL CARE'S CITY LICENSE
6. COMPLY WITH ALL SCHOOL DISTRICT POLICIES AND PROCEDURES
7. ATTEND MEETINGS REGARDING THE STUDENT AS APPROPRIATE AND REQUESTED BY THE SCHOOL DISTRICT
8. COMMUNICATES, INTERACTS WITH THE EDUCATIONAL TEAM, PEDIATRICIANS, AND OTHER MEDICAL SPECIALISTS AS NEEDED
9. WEEKLY TIMESHEETS WITH CORRESPONDING INVOICES

Provider is solely responsible for providing medical benefits and complying with all aspects of the Affordable Health Care ACT. Provider also agrees to prohibit any employee of Provider from working at the Wenatchee School Dist. who has pled guilty to or has been convicted of any felony crime involving the physical neglect of a child under Chapter 9A.42 RCW, the physical injury or death of a child under Chapter 9A.32 or 9A.36 RCW (except motor vehicle violations under Chapter 46.61 RCW), sexual exploitation of a child under Chapter 9.68A RCW, sexual offenses under Chapter 9A.88 RCW, the sale or purchase of a minor child under RCW 9A.64.030, or violation of similar laws of another jurisdiction.

Insurance

The Provider, at its own cost, shall maintain and provide evidence of the following insurance coverage.

1. General Liability insurance for bodily injuries (including sickness or death) and property damages in the minimum amount of \$2,000,000 per occurrence, \$3,000,000 aggregate this includes if it should occur, sexual abuse or molestation per occurrence.
2. Wenatchee School District #246, its agents, employees, and board members shall be named as an Additional ^{INSURED} Insure. Policy shall include a waiver of Subrogation clause and a Primary & Non-Contributory clause. Provider agrees to carry professional liability insurance in the amount of \$1,000,000.00 Limit each incident and \$3,000, 000.00 Aggregate limits.

3. In the event of Automobile bodily injury and property damages liability in a minimum amount of \$1,000,000 per accident for owned, non-owned and hired vehicles.
4. Professional Liability (malpractice) insurance in the minimum amount of \$2000,000 per occurrence.

Indemnification

The Provider agrees that to the fullest extent permitted by law, Provider will hold harmless, defend, and indemnify the District, its agents, employees, and board members from any and all liabilities, penalties, losses, damages, claims, expenses, attorneys' fees, taxes, expenses of litigation, judgments, suits, liens, and encumbrances, without limitation, arising out of or resulting from any and all acts or omission by all claims, lawsuits, or proceedings related to services provided under the agreement, without cost to the District, with legal representation acceptable to the District. The terms of the section shall survive termination of the agreement.

The District agrees that to the fullest extent permitted by law, the District will hold harmless, defend, and indemnify the Provider, its agents, employees, and the board members from any liabilities, penalties, losses, damages, claims, expenses, attorneys' fees, taxes, expenses of litigation, judgments, suits, liens, and encumbrances, without limitation, arising out of or resulting from the negligence by the District.

4.0 The District agrees to:

Provide access to student files and records as appropriate to meet the needs of the child.

Provide suitable work space.

Reimburse the Provider at a rate of \$60.00 per hour, for services provided, not to exceed 7 hours per day. It is understood that when the student does not attend school, or if student attends for less than 7 hours per day, the Provider will adjust down the weekly billing accordingly. Provider is solely responsible for paying mileage

~~The District agrees not to privately employ any Total Care Employee who is providing services for Wenatchee School Students. This agreement will continue in force for six months following termination of this contract.~~

The District does not pay for overtime unless prior approval is received from the Executive Director of Special Services



Contract Coversheet (Non-Federal)
Request Board Approval

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

All contracts require school board approval.

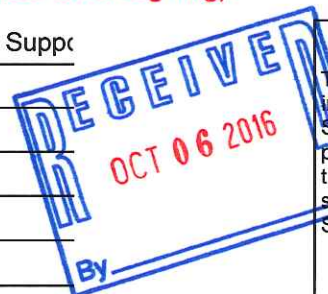
The only authorized signatures on a contract are Brian Fiones, Jon DeJong, Les Vandervort, or the School Board.

Date	New or Renewal or Revision	Agency	Purpose	Amount	Contract Start Date & End Date	Staff Person Responsible for Contract	Approved by Les?	PO Required?	Attorney Review Required?
10/04/2016	New	PBIS Apps	This is to authorize the use of the PBIS App's DataLink to integrate the WSD student information system with School-Wide Information System (SWIS).	\$0.00	10/01/2016 - n/a	Ron Brown	 I have read this contract and recommend it for board approval. Initial _____ Date 10/4/16	No	
				Budget Code					
				n/a					

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

Agency Name: SWIS Integration - Educational & Community Support
 Attention: Drew Braun, Ph.D.
 Street address or PO Box: 1235 University of Oregon
 City, State, Zip Code: Eugene, OR 97403-1235
 Email Address: pbisapps@gmail.com
 Phone Number: (855) 455-8194

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



The purpose of this form is to authorize the use of PBIS App's DataLink to integrate the WSD student information system with School-Wide Information System (SWIS™). With this agreement, Wenatchee School District grants permission to PBIS Apps to access data stored in the district's account on the Skyward Student Information System and provide information, for schools with active SWIS accounts, to Educational and Community Supports.

The information granted through this agreement will be uploaded into school SWIS accounts, and files will be transferred through a secure file transfer process. The District will be responsible for the accuracy of the information provided to SWIS and responsible for validating the integration process before use.

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

Reviewed by Attorney

Signature

Requires Edits?



DataLink District Permission Form

The purpose of this form is to authorize the use of the DataLink to integrate your student information system with School-wide Information System (SWIS™). **Wenatchee School District** hereby grants permission to **PBIS Apps** to access data stored in the district’s account on the **Skyward Student Information System** and provide information, for schools with active SWIS accounts, to Educational and Community Supports. The following information is granted through this agreement (check all that apply):

- Staff and Student data needed by SWIS on behalf of subscribing schools
- Referral data needed by SWIS on behalf of subscribing schools

The information granted through this agreement will be uploaded into school SWIS accounts, and files will be transferred through a secure file transfer process. The District will be responsible for the accuracy of the information provided to SWIS and responsible for validating the integration process before use. SWIS and the University of Oregon assume no liability or responsibility in the integration process other than to provide the service.

The District hereby represents and warrants that it has complied with all applicable provisions of the Family Educational Rights and Privacy Act of 1974 and 34 CFR Part 99 and any other applicable privacy regulation.

The undersigned represents that he or she is authorized to execute this instrument on behalf of **Wenatchee School District**.

Signature _____

Date _____

District Information

Wenatchee School District		
235 Sunset Ave		
Wenatchee	WA	98801
5609-663-8161		

Contacts

Ron Brown	Brown.r@wenatcheeschools.org
Ron Brown	Brown.r@wenatcheeschools.org
Cori Pflug-Tilton	pflugtilton.c@wenatcheeschools.org



District Account Profile

Wenatchee School District		
235 Sunset Ave		
Wenatchee	WA	98801
5609-663-8161		

Contacts

Ron Brown	Brown.r@wenatcheeschools.org
Ron Brown	Brown.r@wenatcheeschools.org
Cori Pflug-Tilton	pflugtilton.c@wenatcheeschools.org

Schools Included in Account

Name & Email of Principal

Abraham Lincoln	Tim Sheppard – sheppard.@wenatcheeschools.org
Columbia	Si Stuber – stuber.si@wenatcheeschools.org
Foothills	Mark Goveia – goveia.m@wenatcheeschools.org
John Newbery	Kevin Loomis – loomis.k@wenatcheeschools.org
Mission View	Jeff Jaeger – jaeger.j@wenatcheeschools.org
Orchard	Taunya Brown – brown.t@wenatcheeschools.org
Pioneer	Rob Cline – cline.robert@wenatcheeschools.org
Sunnyslope	Dave Perkins – perkins.d@wenatcheeschools.org
Westside	Kory Kalahar – kalahar.k@wenatcheeschools.org
Lewis and Clark	Alphonso Lopez – lopez.a@wenatcheeschools.org
Washington	Kieth Collins – Collins.k@wenatcheeschools.org



Wenatchee High	Eric Anderson – Anderson.eric@wenatcheeschools.org
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(Expand table if necessary)

MEMORANDUM

Inventory Surplus

TO:	Board of Education
FROM:	Karen Walters, Director of Accounting
DATE:	October 11, 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
Abraham Lincoln	1	Refrigerator
Columbia	11	Staff Room Chairs
John Newbery	1	Washington State Roll Map
	1	Projector Screen
Lewis & Clark	1 Box	Scholastic Literacy Place
	1 Box	Books on Tape
	1 Box	Dictionaries
	1	File Cabinet
	1	Projector Screen
	1	Student Desk
	1	Rectangle Table
	3	Rolling Carts
	1	Rectangle Cart
	9	Cushioned Chairs
	1	Computer Chair
	6	Student Chair
	1	File Cabinet
	1	File Cabinet
	4	Desk
	4	Student Desk
	1	Round Table
	2	Student Chair
	7	Student Desk
	28	Desk
	20 Boxes	Weeded Books
	2	Media Carts
	1	Britannica Encyclopedia Set
	1	Dictionary Stand
	1	Book Truck
	1	Fellowes Paper Shredder
	1	Magic Chef, Fridge Freezer
Washington	2	Room Dividers
	10 Boxes	Surplused Books
	25 Boxes	Surplused Books
	2	Tables
	1	Book Display Shelf
	1	Mailbox Unit
	1	Pocket Chart Frame
	2 Boxes	Curriculum/Textbooks
Foothills	1	RCA TV
	1	Fish Tank

MEMORANDUM

Inventory Surplus

1 Box	Science Text
1 Box	Misc. Science Consumables
2 Boxes	Spelling Books & Thesaurus
5	Posture Chairs
1	Stereo & Speakers
1	Technology Cart
7	Computer Lab Towers
4	TV
6	Overhead Projectors
5	Video Monitors
2	VCR
1	Record Player
1	Lazard Disc Player
1	Projector Screen
1	Wind Machine
4	Fluorescent Light Fixtures
4 Boxes	Numatic Controllers
1	Video Mixers
1	Audio Mixers
1	Media Switch Box
1	Extra Lrg. Power Strip
2	Filing Cabinet
1	Teachers Desk
1 Box	Write Source Textbooks
2 Boxes	Readers Handbooks
1	Painless Grammar
1	19" TV
1	Metal Cabinet
1 Box	Misc. Electronics
8 Boxes	Books

Wenatchee High School

1	RCA
1	Magnavox
1	RCA/VHS
1	Quasar
1	RCA
1	Panasonic
1	3M Overhead
4	Lg TV Cart
1	Overhead Cart
1	3M Overhead
20	Books/Audio Books/VHS
1	Shimpo Pottery Wheel
1	Amaco Pottery Wheel
1	Wooden Kick Wheel
1	Walker Pug Mill
1	RCA TV
1	Overhead Projector
1	3M Overhead
3	Lg Work Tables
1	Roller Cart
28	Student Desk
1	Roller Desk
2	Light Table Desk
1	Teacher Desk
1	Metal Cabinet

MEMORANDUM

Inventory Surplus

1	2 Drawer
1	Teacher Desk
9	Divider Panels
1	TV Cart
1	4 Drawer File Cabinet
1	Computer Cart
1	Teacher Desk
110	Desk/Chair Combo
23	Art Tables
30	Hard Back Chairs
7	Student Desk
2	TV
1	Kiln

District Office

1	File Cabinet
1	Wood Desk
1	Wood Shelving Unit
1	Wood Printer Stand
1	Ergotron
1	TV
1	Laptop Stand

Technology

Washington

18	Powebook6
1	Powerbook 4

M&O

22	MacBook
1	MacBook Pro
1	APC



OVERNIGHT / OUT OF STATE FIELD TRIP REQUESTS

Angie Knudtson
10/5/16 13:00

Wenatchee School District

Out of District/Overnight and Out of State Field Trip Requests for Board Approval on October 11, 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
WHS - Mariachi Hueanachi	1549	10/21/2016 - 10/22/2016	Walla Walla, WA	360	Ramon Rivera	Mariachi Hueanachi	The group will be performing at various venues in Walla Walla and staying at 1st Pres Church in College Place.	8	30	\$ 1,754.00	ASB and \$900 of this amount donated by Walla Walla Gesa Theater
WHS - Gear Up	1529	11/19/16 - 11/20/16	Westin Hotel, Seattle, WA 98101	298.04	Scott Tiedeman	Model United Nations Club	Group will be participating in the MUN conference.	4	30	\$1,575.00	Gear Up will pay for transportation and delegate fees for all 9th/11th gr. students. 10th/11th gr. Need to pay \$105.

WENATCHEE LEARNS

STRATEGIES

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



Date: October 11, 2016
To: WSD Board of Directors
From: Facilities Committee/David Zeitlin
Re: Facilities Committee Recommendations

MEMORANDUM

WSD Board of Directors:

These handouts are posted on the moodle separately, they are too large for the packet.

Strategy Three – Use Best Tools & Resources to Advance Learning

Objective 3.4: Facilities that Optimize Learning

Thank you,
Lindee Akers



Date: October 5, 2016
To: WSD Board of Directors
From: Jodi Smith Payne, Assistant Superintendent of Learning & Teaching
Re: Learning & Teaching Update

MEMORANDUM

WSD Board of Directors:

This update does not have handouts for the board meeting at this time.
It will be an oral report highlighting:

Migrant Summer School, 2016

by Cynthia Valdez, Assistant Director, State and Federal Programs

Strategy One	Personalized Learning
Objective 1.3	Science, Technology, Engineering, Arts & Math (STEAM) and Project-Based Learning

Thank you,
Lindee Akers



Date: October 11, 2016
To: WSD Board of Directors
From: Diana Haglund, WL Connect
Re: Update of WL Connect

MEMORANDUM

WSD Board of Directors:

Update on progress of Wenatchee Learns Connect operations, business partnerships and offerings for the 2016-2017 school year, there are no handouts for the packet.

Strategy Two – Tapping into the Power of the Community
Objective 2.3 Partnerships with Businesses

Thank you,
Lindee Akers



DISTRICT POLICY

UPDATES

**Strategy Four – Balance Change for All
with Excellence for All**

**Objective 4.1 Continuous Improvement of Service
Quality**

JODI'S POLICIES AND PROCEDURES for October 11th, 2016
2000 Series Board Review – 1st Reading

Policy	Title	WSSDA Action	WSD	Key Changes	Board Decision
2000	Student Learning Goals	Revise	Yes	Minor changes in wording, added/replaced reference	
2004	Accountability Goals	Revise	Yes	Minor changes in wording, added cross reference + Change "shall" to "will"	
2005	School Improvement Plans	Revise	Yes	Changed elements from numbers to letters + Change "shall" to "will"	
2029	Animals as Part of the Instructional Program	Revise	Yes	Added cross reference + Change "shall" to "will"	
2090P	Program Evaluation	Revise	Yes	+ Change "shall" to "will"	
2108	Remediation Programs	Revise	Yes	Added cross reference + Change "shall" to "will"	
2108P				Added "disability" to replace "handicapping condition"	
2150	Co-Curricular Program	Revise	Yes	Major changes in wording and formatting. Entire policy was struck out and new verbiage in "Red"	
2240	Summer School	Revise	Yes	Added cross reference + Change "shall" to "will"	

DENNIS CONGER'S POLICIES AND PROCEDURE for October 11, 2016
2000 Series Board Review – 1st Reading

Policy	Title	WSSDA Action	WSD	Key Changes	Board Decision
2170	Career and Technical Education	Revise	Yes	Major changes – added discrimination sentence as recommended by WSSDA Minor changes – added resources Policy News, June 2011	
2170P		Revise	Yes	Replaced all of WSD 1998 language with WSSDA current language.	
2413	Equivalency Credit for Career and Technical Education	Revise	Yes	Major change added: AP Computer Science Language Minor changes referenced: Policy 2170, RCW 28A.230.097, Policy and Legal News, Spet. 2013	

STUDENT LEARNING GOALS

The goal of the school district shall be to provide opportunities for all students. **A basic education is an evolving program of instruction that is intended to provide students with the opportunity** to become responsible and respectful global citizens, to contribute to their economic well-being and that of their families and communities, to explore and understand different perspectives and to enjoy productive and satisfying lives. Additionally, a goal of the district is to ~~provide opportunities for each student to develop specific academic and technical skills and knowledge essential to meeting four student learning goals:~~ **focus on strengthening the educational achievement of all students and providing all students the opportunity to achieve personal and academic success.**
Students will:

- A. Read with comprehension, write effectively, and communicate successfully in a variety of ways and settings;
- B. Know and apply the core concepts and principles of mathematics; social, physical, and life sciences; civics and history including different cultures and participation in representative government; geography; arts; health and fitness;
- C. Think analytically, logically, and creatively, and to integrate different experiences and knowledge to form reasoned judgments and solve problems; and
- D. Understand the importance of work and finance and how performance, effort, and decisions directly affect future career and educational opportunities.

These goals will be placed within a context of a performance-based educational system in which high standards are set for all students. Parents are primary partners in the education of their children, and students take responsibility for their learning. How instruction is provided to meet these learning goals is the decision of the school board and district educators. An assessment system for determining if students have successfully learned the essential academic learning requirements based on the student learning goals shall be adopted by the district, as ~~the state board of education implements these assessments~~ **required by state law.**

Legal References: RCW 28A.150.210 Basic Education Act — **Goals of school districts**
 RCW 28A.655.010 Washington commission on Student Learning
 — Definitions

Management Resources: *Policy News*, October 2007 Basic Education Act Revisions

Adoption Date: 08.10.98
Wenatchee School District
Revised: 1.25.11, 9/27/16

Student Learning Goals

A basic education is an evolving program of instruction that is intended to provide students with the opportunity to become responsible and respectful global citizens, to contribute to their economic well-being and that of their families and communities, to explore and understand different perspectives and to enjoy productive and satisfying lives. Additionally, a goal of the district is to focus on strengthening the educational achievement of all students and providing all students the opportunity to achieve personal and academic success. Students will:

- A. Read with comprehension, write effectively, and communicate successfully in a variety of ways and settings;
- B. Know and apply the core concepts and principles of mathematics; social, physical, and life sciences; civics and history, including different cultures and participation in representative government; geography; arts; health and fitness;
- C. Think analytically, logically, and creatively, and to integrate different experiences and knowledge to form reasoned judgments and solve problems; and
- D. Understand the importance of work and finance and how performance, effort, and decisions directly affect future career and educational opportunities.

These goals will be placed within a context of a performance-based educational system in which high standards are set for all students. Parents are primary partners in the education of their children, and students take responsibility for their learning. How instruction is provided to meet these learning goals is the decision of the school board and district educators. An assessment system for determining if students have successfully learned the essential academic learning requirements based on the student learning goals will be adopted by the district, as required by state law.

Legal References:

RCW 28A.150.210 Basic education— Goals of school districts

RCW 28A.655.010 Washington commission on Student Learning — Definitions

Management Resources:

Itw
Policy News, October 2007 Basic Education Act Revisions

Adoption Date:

Classification: **Priority**

Revised Dates: **10.07; 12.11**

Revised 2/13/15

ACCOUNTABILITY GOALS

A. High School Graduation Rate Goals

The board ~~shall~~ **will** annually adopt district-wide graduation goals and direct each high school to annually establish goals, subject to board approval, to increase the percentage of on-time graduates receiving a high school diploma beginning with the class of 2004.

The minimum graduation rate goals through 2013 ~~shall~~ **will** be as defined in WAC 180-105-060. Graduation rate goals in 2014 and each year thereafter for each group of students, identified in federal requirements, ~~shall~~ **will** not be less than 85 percent.

B. District and School Reading and Mathematics Improvement Goals

The board ~~shall~~ **will** adopt district-wide performance improvement goals for reading and mathematics ~~for elementary, middle and high school (grade level bands);~~ and direct each school in the district that administers the statewide assessment to adopt performance improvement goals to increase the percentage of students meeting the standard in reading and mathematics.

The following goals and calculation methodologies ~~shall~~ **will** be established to measure and improve student achievement in reading and mathematics within the grade level bands as measured by the statewide assessment **will be** administered ~~in the spring of 2003 through and including the spring of 2014~~ **as required by federal law.**

1. The baseline of achievement for the district and schools within the grade level bands on the reading and mathematics assessments for each grade are the starting points established using the federal requirements in the Washington State No Child Left Behind (NCLB) Accountability Plan.
2. The goal for the district and for each school is to increase the percentage of students in the following categories in meeting or exceeding the reading and mathematics improvement goals on the state uniform bar as established using the federal requirements in the Washington State No Child Left Behind (NCLB) Accountability Plan:
 - a. All students;
 - b. Students of each major racial and ethnic group;
 - c. Economically disadvantaged students;
 - d. Students served in Special Education; and
 - e. Students served in the state's Transitional Bilingual Instructional Program.
3. The district and all schools ~~shall~~ **will** demonstrate satisfactory progress toward the performance improvement goals by meeting the federal requirements or by showing improvements using the alternative "Safe Harbor" calculation.

Once a year the board ~~shall~~ **will** issue a report to parents and present it in a public meeting. The report shall include the following:

1. The district's and buildings' improvement goals.
2. Student performance relative to the goals.

3. District and building plans to achieve the goals, including curriculum and instruction, parent and guardian involvement, and resources available to parents and guardians to assist students in meeting the state standards.

Annually the district will report ~~in a news release~~ the district's progress toward meeting the district and building goals **in a news release to local media**. The report ~~shall~~ **will** also be included in each school's annual school report.

Cross References:

4000 – Public Information Program

Legal References: RCW 28A.655.100
WAC 180-105-020
WAC 180-105-060

Performance goals – Reporting requirements
Reading and Mathematics
High School Graduation

Management Resources:

Policy News, June 2010
Policy News, December 2005
Policy News, October 2003

Policy News, June 1999

Policy News, June 1998
Policy News, August 1998

High School Proficiency Examination Requirements Revised
A+ Commission's Revised Performance Improvement Goals
Accountability Bill Includes Policy Implications
Boards must set reading goals
CORRECTION: Reading goals policy

Adoption Date: 06.10.02
Wenatchee School District

Revised: 1.25.11, ~~2-13-15~~ 9/22/16

Revised 2/13/15

SCHOOL IMPROVEMENT PLANS

Each school shall develop and adopt a school improvement plan or process, with annual review for progress and necessary changes. Each school ~~shall~~ **will** submit its plan to the board of directors each year for annual review and approval.

Each school improvement plan or process ~~shall~~ **will** be data driven and ~~shall~~ **will** promote a positive impact on student learning. A positive impact on student learning means promoting the continuous achievement of the state learning goals and essential academic learning requirements, and the achievement of nonacademic growth in areas like public speaking, leadership, interpersonal relationship skills, team work, self-confidence and resiliency, so that students can meet the goals of Washington's basic education system: to become responsible citizens, to contribute to their own economic well-being and that of their families and communities, and to enjoy productive and satisfying lives.

Each school improvement plan or process ~~shall~~ **will** be based on a building self-review that includes the active participation and input of building staff, students, parents and community members.

Each school improvement plan or process ~~shall~~ **will** address the following elements:

- A.** Characteristics of effective schools as identified by the office of the superintendent of public instruction and the educational service district (a plan may focus on one or several of the characteristics for up to three years);
- B.** Safe and supportive learning environments;
- C.** Educational equity factors including gender, race, ethnicity, culture, language and physical and mental ability;
- D.** Use of technology;
- E.** Parent and community involvement; and
- F.** Other factors identified by the school community for inclusion in the plan or process.

Any school participation in a program of school improvement assistance through the state accountability system or the federal Elementary and Secondary Education Act ~~shall~~ **will** constitute sufficient compliance with this policy.

Legal References: WAC 180-16-220

Supplemental basic education program
approval requirements

Management Resources: *Policy News*, October 2002

State Board Requires Annual School
Plan

Adoption Date: 04.14.02
Wenatchee School District
Revised: 01.25.11, **2.13.15**

ANIMALS AS PART OF THE INSTRUCTIONAL PROGRAM

Requests to include animals in the instructional program of the classroom or school ~~shall~~ **will** be approved by the principal. Health issues (allergies, vaccinated status of the animal) involving students and staff ~~shall~~ **will** be addressed before permission is given to allow the animal in school.

If the instructional program involving the animal is ongoing and the animal will remain at school when school is not in session, appropriate arrangements for the animal's care must be made.

Animals ~~shall~~ **will** not be transported in a school vehicle.

Animals that are part of the instructional program ~~shall~~ **will** be under the control of their adult-owner, the teacher or designated students at all times.

This policy does not apply to service animals for the disabled.

Cross References:

2030 – Service Animals in Schools

Management Resources:

Policy News, February 2002 Animals as Part of the Instructional Program

Adoption Date:

Classification: Discretionary

Revised Dates: 02.02; 12.11; **3.12.15**

ANIMALS AS PART OF THE INSTRUCTIONAL PROGRAM

Prior to granting or denying requests to include animals in the school's instructional program the principal shall evaluate the following issues:

- A. Whether** there is an educational benefit to be gained by the inclusion of the animal in the instructional program.
- B. Whether** there is an appropriate plan for the control of the animal, especially for wild or poisonous animals.
- C. That** any health concerns involving students, staff or other animals have been thoroughly addressed, for instance allergies, the vaccination status of the animal, if relevant, or the transmission of disease from the animal.
- D.** The animal's health, safety and wellbeing have been appropriately evaluated.
- E.** Sanitary issues have been addressed, **including** the treatment of animal wastes and **the** personal hygiene of students or staff in contact with the animals.

Adopted Date: 2/24/03

Classification:

Revised Date: 1/25/11, **3/12/15**

INSTRUCTION

PROGRAM EVALUATION

Testing Program

A district program evaluation committee, representative of the staff, will meet at least once per year to review the district assessment program. The committee ~~shall~~ **will** submit its recommendation to the superintendent for the following year's assessment program by May 15. The recommendation ~~shall~~ **will** include a schedule for all assessment activities to be conducted during the year. In its review, the committee ~~shall~~ **will** consider such factors as:

- A. **Validity.** Do the proposed assessment materials measure the district's objectives? Are the items compatible with the district scope and sequence?
- B. **Administration.** Are directions clear for the teacher? For the student? Is the format attractive?
- C. **Interpretation of Results.** Are results reported in a form that is meaningful to the teacher, the student, the district, the parent?

The proposed schedule ~~shall~~ **will** be approved by principals and by the superintendent. The schedule ~~shall~~ **will** be distributed to individual schools by August 15. The district office ~~shall~~ **will** be responsible for ordering tests, distributing materials and scoring sheets, and distributing administration instructions.

After tests have been scored, the district office ~~shall~~ **will** be responsible for:

- A. Preparing reports on test results for board, instructional staff, parents/guardians and the general public.
- B. Interpreting scores for staff and interested persons.
- C. Disseminating individual scores to staff responsible for counseling, screening and special placement of individuals.
- D. Preparing reports to evaluate curriculum and assist staff in implementing changes and improvements in curriculum.

Adoption Date:

Classification:

Revised: 2/13/02; 1/25/11

REMEDIATION PROGRAMS

The district, within its financial capacity, will offer programs that are designed to meet the needs of educationally disadvantaged students. Eligible students may receive services from one of three special needs programs — special education, learning assistance (LAP) and Title I of the No Child Left Behind Act of 2001.

The district or individual school ~~shall~~ **will** conduct a needs assessment and ~~shall~~ **will** develop a plan for the use of LAP funds. Such a plan ~~shall~~ **will** be determined in consultation with an advisory committee, including, but not limited to, parents of participants; teachers; principals; administrators; and school directors.

The plan ~~shall~~ **will** include:

- A. District and school-level data on reading, writing and mathematics achievement;
- B. Processes to identify under-achieving students to be served at each site for program services;
- C. How accelerated learning plans are developed and implemented for participating schools;
- D. How state and classroom assessments are used to inform instruction;
- E. How focused and intentional instruction strategies are identified and implemented;
- F. How highly qualified staff are developed and support the program at each site;
- G. How resources from other federal, state, district and school programs are coordinated with School Improvement plans and district strategic plans to support underachieving students;
- H. How a program evaluation will be conducted to determine the direction and elements of the program for the following school year; and
- I. Identification of the program activities the district will implement.

The plan ~~shall~~ **will** be approved by the board of directors prior to submission to the state.

In compliance with the federal law, the board of directors adopts a parent involvement policy, developed jointly with, agreed upon by and distributed to the parents of children participating in the federal remediation program. The parent involvement policy is 4130 Title 1A Parent Involvement.

The superintendent is directed to identify eligible students and their special needs; design a program(s) that will satisfy those needs by interfacing, when advantageous, federal remediation assistance, learning assistance (LAP), and special education services; monitor the progress of such programs; and provide assurances to state and federal agencies that such programs are in compliance with program requirements of each program with regard to conditions such as staff qualifications, staff-student ratios, student records, facilities and materials, financial accounting, reporting and program and student evaluation.

Cross References:	Board Policy	2161	Education of Students with Disabilities
		2180	Parent, Family and Community Partnerships
		2104	Federal and/or State Funded Special Instructional Programs
		4130	Title 1, Parent Involvement
		6100	Revenues from Local, State and Federal Sources

Legal References:	RCW 28A.165.010-090	Learning Assistance Program
	WAC 392-162	Special Program — Remediation Assistance

Management Resources: *Policy News*, June 2005 Learning Assistance Policy Updated

Adoption Date: 04.08.02
Wenatchee School District
Revised: 1.25.11

INSTRUCTION

REMEDIATION PROGRAMS

To receive services from federal remediation, learning assistance (LAP) or special education programs, a student must meet the qualifying criteria for that program:

- A. Students with any ~~handicapping condition~~ **disability** may receive both special education and federal remediation services, if eligible for both services. A student may receive federal remediation services only in academic areas in which the student does not have a qualifying deficit for special education services.
- B. Students whose special education is limited to services provided by a communication disorders specialist, physical therapist or occupational therapist may receive LAP services. Such students may receive any type of LAP services for which they are eligible.
- C. A student may receive either federal remediation or LAP service in an academic area for which the student qualifies, but not both services. A student may receive federal remediation services in any one eligibility area and LAP services in another eligibility area.
- D. A student eligible for special education may receive federal remediation or LAP services only if the student has the capacity to make substantial progress toward functioning at a level appropriate to the student's chronological age without substantially modifying the level or intensity of the federal remediation or LAP instruction.

Program Alternatives

Special education, federal remediation and LAP services may be combined to benefit the special needs student:

- A. **Separate programs.** The student may be served separately by more than one special needs program.
- B. **Cooperative programs.** Staff members from special education, federal remediation and/or LAP programs may work together to serve more than one group of special needs students in a school. A special education teacher and a federal remediation instructional assistant may provide services for students who are eligible for special education and/or federal remediation services. Staff time and other expenditures should be documented separately for each program for financial purposes.
- C. **Unified program.** One teacher certified to teach special education may provide services to all students in the school who are eligible for special education, federal remediation and LAP. The teacher may be assisted by a teacher aide or instructional assistant. The salary and non-salary costs may be prorated to special education, federal remediation and LAP budget accounts according to the proportion of services provided for students eligible for each of the types of service.

Adoption Date:

Classification:

Revised Dates: 4/08/02; 1/25/11

INSTRUCTION

~~CO-CURRICULAR PROGRAM~~

~~The board recognizes that the goals and objectives of the district can best be achieved by providing a broad offering of purposeful learning experiences, some of which are more appropriately conducted outside of the approved curriculum of the district. Such activities shall ordinarily be conducted wholly or partly outside the regular school day and shall be available to all students who voluntarily elect to participate. The co-curricular program encompasses approved curriculum related activities.~~

~~The board shall approve all activities included within the ASB program. The principal is authorized to approve curriculum related activities that are not part of the ASB program and shall make school facilities available for them and designate staff members to support and supervise them.~~

~~The criteria to be used by the principal for approving curriculum related activities are:~~

- ~~A. the purposes and/or objectives shall be part of a specific program or course offering;~~
- ~~B. the participating students shall be currently enrolled in a related course or program or possess the entry level knowledge and/or skills to successfully participate in the activity;~~
- ~~C. the group shall be supervised by a qualified staff member;~~
- ~~D. the cost of the activity must not be prohibitive to student or district;~~
- ~~E. the activity must comply with Title IX requirements;~~
- ~~F. all activity must take place on school premises unless approved in advance by the school principal; and,~~
- ~~G. the activity must not be secretive in nature.~~

~~Curriculum related activities, whether approved by the board as part of the ASB or by the principal, must meet at least one of the following criteria:~~

- ~~A. the subject matter of the activity is actually taught or will soon be taught in a regularly offered course;~~
- ~~B. the subject matter of the activity concerns the body of courses as a whole;~~
- ~~C. participation in the activity is required for a particular course; or~~
- ~~D. participation in the activity results in academic credit.~~

~~The board directs the superintendent to develop appropriate procedures for proper planning, funding, approval and implementation of all activities offered within the above guidelines.~~

INSTRUCTION

~~The principal shall be responsible for administering the co-curricular program in the school. An opportunity will be made available in each school for students, including those with disabilities, to participate in some aspect of the program. A survey shall be conducted at least once every three (3) years to assure that the recreational and athletic activities program accurately responds to the needs and desires of both boys and girls.~~

~~The district shall evaluate its intramural and interscholastic program at least once each year to ensure that equal opportunities are available to members of both sexes with respect to participation in interscholastic and/or intramural programs.~~

~~Cross References: Board Policy 2151 Interscholastic Athletics~~

~~Legal References: 20 U.S.C. §§ 4074 Equal Access Act~~

~~RCW 28A.600.200 Interschool athletic and other extracurricular activities for students, regulation of Delegation, conditions Regulations, guidelines to eliminate discrimination Scope~~

~~28A.640.020~~

~~WAC 392.138.010 Definitions~~

~~392.138.030(2a) Powers Authority and policy of board of directors~~

~~392.190.030 General Recreational and athletic activities Equal opportunity factors considered~~

~~392.190.040 Recreational and athletic activities student interest Required survey instrument~~

INSTRUCTION

REPLACED WITH:

Co-Curricular Program

The board recognizes that the goals and objectives of the district can best be achieved by providing a broad offering of purposeful learning experiences, some of which are more appropriately conducted outside of the approved curriculum of the district. Such activities will ordinarily be conducted wholly or partly outside the regular school day and will be available to all students who voluntarily elect to participate. The co-curricular program encompasses approved curriculum-related activities.

The board will approve all activities included within the Associated Student Body (ASB) program. The principal is authorized to approve curriculum-related activities that are not part of the ASB program and will make school facilities available for them and designate staff members to support and supervise them.

The district will not exclude any person from participation in the co-curricular program, deny any person the benefits of such a program or otherwise discriminate against any person in any co-curricular program on the basis of the categories identified in the district's Nondiscrimination policy.

The criteria to be used by the principal for approving curriculum-related activities are:

- A. The purposes and/or objectives will be part of a specific program or course offering;
- B. The participating students will be currently enrolled in a related course or program or possess the entry level knowledge and/or skills to successfully participate in the activity;
- C. The group will be supervised by a qualified staff member;
- D. The cost of the activity must not be prohibitive to student or district;
- E. The activity must comply with Title IX requirements;
- F. All activity must take place on school premises unless approved in advance by the school principal; and
- G. The activity must not be secretive in nature.

Curriculum related activities, whether approved by the board as part of the ASB or by the principal, must meet at least one of the following criteria:

- A. The subject matter of the activity is actually taught or will soon be taught in a regularly offered course;
- B. The subject matter of the activity concerns the body of courses as a whole;
- C. Participation in the activity is required for a particular course; or
- D. Participation in the activity results in academic credit.
- E. The board directs the superintendent to develop appropriate procedures for proper planning, funding, approval and implementation of all activities offered within the above guidelines.

The principal will be responsible for administering the co-curricular program in the school. An opportunity will be made available in each school for students, including those with disabilities, to participate in some aspect of the program. A survey will be conducted at least once every three (3) years to assure that the recreational and athletic activities program accurately responds to the needs and desires of both male and female students.

INSTRUCTION

The district will evaluate its intramural and interscholastic program at least once each year to ensure that equal opportunities are available to members of both sexes with respect to participation in interscholastic and/or intramural programs.

Cross References:

- 2151 - Interscholastic Activities
- 3210 - Nondiscrimination
- 3510 - Associated Student Bodies
- 4260 - Use of School Facilities

Legal References:

- 20 U.S.C 4071 et seq. Equal Access Act
- RCW 28A.325.020 Associated student bodies — Powers and responsibilities affecting
- RCW 28A.600.200 Interschool athletic and other extracurricular activities for students — Authority to regulate and impose penalties — Delegation of authority — Conditions
- RCW 28A.640.020 Regulations, guidelines to eliminate discrimination — Scope — Sexual harassment policies
- WAC 392-138-010 Definitions
- WAC 392-190-025 Recreational and athletic activities
- WAC 392-190-030 Recreational and athletic activities—Annual athletic evaluation
- WAC 392-190-040 Recreational and athletic activities—Student athletic interest survey
- WAC 392-190-045 Recreational and athletic activities—Facilities

Management Resources: 2014 - December Issue

Adoption Date: 8.10.98
Classification: **Priority**
Revised Dates: **12.11; 12.14, 9.27.16**

INSTRUCTION

SUMMER SCHOOL

The district's summer program of instructional offerings ~~shall~~ **will** be for the purposes of remediation and enrichment. Fees ~~shall~~ **will** be charged to cover costs for which revenues are not otherwise provided. To the extent that the district can absorb the cost, fees may be waived or reduced for students whose families would have difficulty paying the full fee. The USDA Child Nutrition Program guidelines ~~shall~~ **will** be used to determine qualifications for waivers or reductions. Priority in fee waivers and reductions ~~shall~~ **will** be given to remediation courses. Parents ~~shall~~ **will** be informed of the availability of any fee waivers or reductions in the notice of the summer school program.

Cross Reference: **6111 - Tuition**

Legal References:	RCW 28A.320.500	Summer and/or other student vacation period programs--Authorized--Tuition and fees
	28A.320.510	Night schools, summer schools, meetings, use of facilities for (something is missing here)

Adoption Date: August 10, 1998
Wenatchee School District
Revised: 11.23.10;

CAREER AND TECHNICAL EDUCATION

The district will provide a program of Career and Technical Education to assist students in the making of informed and meaningful educational and career choices; and to prepare students for post-secondary options. The district's Career and Technical Education is a planned program of courses and learning experiences that begins with exploration of career options. Additionally, the district's Career and Technical Education program supports basic academic and life skills, enables achievement of high academic standards, incorporates leadership training, provides options for high skill development and high-wage employment preparation and includes advanced and continuing education courses. The program and its courses will be included as part of the regular curriculum of the district.

The district will establish local Career and Technical Advisory Committees to assist in the design and delivery of the district's Career and Technical Education program. Committees will advise the district on current labor market needs and the programs necessary to meet those needs. The district's Career and Technical Education program will be related to employment demands, current and future, and to the needs and interests of students.

The board will annually review and approve the district plan for the design and delivery of its career and technical education program. The plan will ensure academic rigor, align with education reform, establish program performance targets, address the skill gaps of Washington's economy and provide opportunities for dual credit.

The superintendent will develop procedures which will ensure that all programs and courses are operated in conformity with the district's plan for Career and Technical Education **and with all Federal and State laws prohibiting discrimination based on race, creed, color, national origin, disability, gender, sex, sexual orientation including gender expression or identity, the presence of any sensory, mental or physical disability or the use of a trained dog guide or service animal, religion, honorably discharged veteran or military status.**

Additionally, the superintendent will seek and utilize all available state and federal sources of revenue for the financial support of Career and Technical Education in the district.

Cross References:

2413 - Equivalency Credit for CTE
2140 - Guidance and Counseling

Legal References: RCW 28A.150.500

Educational agencies offering vocational educational programs — Local advisory committees — Advice on current job needs

RCW 28A.700

Secondary career and technical education

RCW 28A.230.130

Program to help students meet minimum entrance requirements at baccalaureate-granting institutions or to pursue career or other opportunities — Exceptions

20 U.S.C 2301 et seq.

Carl D. Perkins Career and Technical Education Act of 2006

Management Resources:

Policy News, June 2011
Policy News, February 2009

Career and Technical Education Programs
Career and Technical Education Programs

Adoption Date: 08/10/98
Wenatchee School District
Revised: 02.09; 01.25.11

INSTRUCTION

VOCATIONAL EDUCATION

~~The basic standards for vocational programs as established by the State Superintendent of Public Instruction are as follows:~~

- ~~A. The primary objective of the program is the development of competencies that lead to entry level employment as well as entry into advanced vocational training; or, for home and family life education, to prepare for the occupation of homemaking. No courses shall be carried out separately on the basis of the sex of the enrollees.~~
- ~~B. Specific program objectives are defined in terms of occupational competencies to be developed.~~
- ~~C. The program is based on identified need and is developed and conducted in consultation with the functioning representative advisory committee composed of employers and employees actively engaged in the occupation.~~
- ~~D. Instructional content is based on an analysis of the skills and knowledge required.~~
- ~~E. Leadership development through planned activities, providing for transition from school to job must be an integral part of the instructional program. The vocational education student organizations meet this need.~~
- ~~E. Students are counseled for enrollment on the basis of their interest in the occupation and their ability to profit from the instruction. No discrimination on the basis of sex shall exist in counseling students for vocational programs.~~
- ~~G. Teachers are occupationally competent and vocationally certificated in the occupational area in which they are to teach.~~
- ~~H. Instructors are to be provided time and travel for consultation, coordination and instructional activities beyond the classroom environment, as well as for appropriate professional meetings including inservice education sponsored by the Division of Vocational Technical and Adult Education Services in the office of the State Superintendent of Public Instruction. Vocational technical and adult education services in the office of the State Superintendent of Public Instruction.~~
- ~~I. Instructional equipment and facilities to be used are comparable to those used in the occupation and are adequate for the maintenance of acceptable educational standards.~~
- ~~J. Provision is made for job placement assistance, annual follow up, and program evaluation.~~
- ~~K. Provision is made for effective vocational guidance, which shall include, but not be~~

INSTRUCTION

~~limited to, occupational information and counseling.~~

~~L. A vocational class is structured so that the maximum number of students per class shall be determined by the number of training stations, safety factors, and individual instruction requirements of the specific skills being developed.~~

~~Additional criteria are established for specific programs:~~

~~A. Agriculture education,~~

~~B. Business office education,~~

~~C. Community resource training,~~

~~D. Distributive education,~~

~~E. Diversified occupations,~~

~~F. Home and family life education,~~

~~G. Industrial arts, and~~

~~H. Trade, technical and health occupations education.~~

Replaced with:

Procedure Career and Technical Education

The district's plan for its Career and Technical Education program will be approved annually by the board of directors. All components of the plan will meet the Career and Technical Education program standards as established by the Office of State Superintendent of Public Instruction (OSPI).

A. The District's Career and Technical Education (CTE) Plan:

The district's CTE Plan describes how the district will deliver career and technical education to its students. The components of the district's CTE plan will ensure:

1. Application and contextualization of the related state academic learning standards;
2. Responsiveness to state-wide or local high-demand occupations;
3. Compliance with the five-year plan requirements of the federal Carl D. Perkins Career and Technical Education Act;

INSTRUCTION

4. Sufficient equipment and facilities to meet industry standards;
 5. Adequate student and teacher opportunities to connect to the business community including, but not limited to, industry job shadowing, mentorships and internships;
 6. The integration and application of leadership and employability skills;
 7. Instructors connect student learning with work, home and community;
 8. Preparatory programs leading to a certificate or credential that is state or nationally recognized;
 9. Courses are sequential, rigorous and based on an analysis of technical skill attainment;
 10. Performance Measures and Targets established by the state are met or exceeded;
 11. No discrimination on the basis of race, creed, color, national origin, disability, gender, sex, sexual orientation including gender expression or identity, the presence of any sensory, mental or physical disability or the use of a trained dog guide or service animal, religion, honorably discharged veteran or military status in any aspect of its CTE Programs;
 12. Reasonable modifications are made to all CTE policies, procedures and practices which are necessary to avoid discriminating against a student based on disability unless the district can demonstrate that such modifications would fundamentally alter the nature of a CTE course or program
 13. Teachers are CTE certified in the areas in which they instruct; and
 14. Courses are structured so that the maximum number of students per class is determined by the number of training stations, safety factors and individual instruction requirements of the specific skills being developed.
- B. Performance Measures and Target – Accountability**
- The district will adopt performance measures and targets in at least the following areas:
1. Sufficiency of courses allowing students to earn dual credit for high school and college;
 2. Rates of student participation in and completion of high-demand programs; and
 3. Performance measures and targets established by the workforce training and education coordinating board, including but not limited to student academic and technical skill attainment, graduation rates, post-graduation employment or

INSTRUCTION

enrollment in post-secondary education and other measures and targets as required by the federal Carl D. Perkins Act.

C. Course Equivalencies

Each of the district's high schools will adopt core academic course equivalencies for high school Career and Technical courses, provided that the Career and Technical Education course has been reviewed and approved for equivalency credit by a district team appointed by the superintendent or a designee, in accordance with district policy 2413, Equivalency Credit for Career and Technical Educational Courses.

D. Career and Technical Education Programs of Study

A program of study is a sequence of courses that identifies the secondary and post-secondary content that students need to take to ensure that they will have the knowledge and skills needed for a seamless transition to post-secondary options.

The district's CTE program(s) of study will:

1. Incorporate secondary CTE academic and elective courses and local graduation requirements as well as post-secondary education elements;
2. Include coherent and rigorous academic content aligned with state learning standards and relevant career and technical content in a coordinated, non-duplicative progression of courses that are aligned with post-secondary education in a related field;
3. Include courses aligned with appropriate state academic, industry, leadership and employability standards; and
4. Lead to industry-recognized credentials, an academic certificate or degree, apprenticeship, employment or certificate at the post-secondary level.

E. Career Guidance and Counseling

Career guidance and counseling programs will include the exploration of options and opportunities for Career and Technical education at the secondary and post-secondary level and exploration of career opportunities in emerging and high-demand programs. (See WSSDA policy 2140, Guidance and Counseling)

F. Advisory Committees

1. Advisory committees will participate in the determination of program goals, and review and evaluate program curricula, equipment and effectiveness.
2. Advisory committee participants will include representatives of business and labor who reflect the local industry and the community. Members will actively consult with other representatives of business, industry, labor and agriculture.

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3. The superintendent, in consultation with the director of CTE programs, will select members of the advisory committees. Advisory committee members will be approved by the board.

8/10/98

EQUIVALENCY CREDIT FOR CAREER AND TECHNICAL EDUCATION COURSES

Each high school shall adopt core academic course equivalencies for high school career and technical courses, provided that the career and technical course has been reviewed and approved for equivalency credit by a district team appointed by the superintendent or a designee.

The district team shall include a school administrator, the career and technical administrator, an instructor from the core academic subject area, an instructor from the appropriate career and technical course, a school counselor and a representative from the curriculum department.

Career and technical courses approved for equivalency must meet the following criteria:

- A. Align with the state’s essential academic learning requirements and grade level expectations; and
- B. Align with current industry standards, as evidenced in the curriculum frameworks. The local career and technical advisory committee shall certify that courses meet industry standards.
- C. **The board will approve Advanced Placement (AP) computer science courses as equivalent to high school mathematics or science. Board approval of AP computer sciences as equivalent to high school mathematics requires that a student has successfully completed or is currently enrolled in Algebra II. The superintendent will adopt procedures to denote on the student's transcript that AP computer science qualifies as a math-based quantitative course for students who complete it in their senior year.**

Cross References: Policy 2410 High School Graduation Requirements
Policy 2170 Career and Technical Education

Legal References: WAC 392-410 Courses of Study and Equivalencies
WAC 180-51 High School Graduation Requirements

RCW 28A.230.120 High School Diplomas – Issuance-
Option to receive final transcripts –
Notice.

**RCW 28A. 230.097 Career and Technical high school
course equivalencies**

Management Resources:

**Policy and Legal news, Sept. 2013- Legislature requires boards to
approve AP computer science
courses as equivalent to high
school math or science.**

Policy News, August 2006 Legislature Codifies Course Equivalency
for Career and Technical Courses

Adoption Date: 01.25.11
Wenatchee School District
Revised:



Date: October 11, 2016
To: WSD Board of Directors
From: Lindee Akers
Re: Procedure No. 3224P

MEMORANDUM

WSD Board of Directors:

This updated procedure is still in edit form. Procedure No. 3224P Dress Code is having a couple sentences added to comply with most recent statutes concerning gender issues.

Thank you,
Lindee Akers

STUDENT DRESS

Style Definition: Normal

1. PERSONAL DRESS

The student and the parent or guardian may determine the student's personal dress and grooming standards, provided that the student's dress and grooming shall not:

- A. Lead school officials to reasonably believe that such dress or grooming shall disrupt, interfere with, disturb, or detract from the school environment or activity and/or educational objectives;
- B. Create a health or other hazard to the student's safety or to the safety of others;
- C. Create an atmosphere in which a student, staff, or other person's well-being is hindered by undue pressure, behavior, intimidation, overt gesture or threat of violence; or
- D. Imply gang membership or affiliation by written communication, marks, drawing, painting, design, emblem upon any school or personal property or one's person.

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2. GENDER IDENTITY

The District will allow students to dress in a manner that is consistent with their gender identity and/or gender expression within the constraints of this policy and procedure.

3. DRESS STANDARDS

- A. Unless being worn in observance of a student's religion, the wearing of any covering over the head is prohibited. This includes, but is not limited to, hats, bandanas, scarves, hairnets, etc.
- B. "Shoes" should be worn at all times. For both health reasons and physical safety reasons, shoes should be kept on at all times around the building.
- C. Clothing articles that inappropriately reveal body areas of the shoulder, back, chest, waist and upper thighs are prohibited. This includes, but is not limited to, tank tops, halter tops, midriff shirts, skirts and shorts above mid thigh, cutoffs which are not hemmed, exposed underwear/undergarments, holes in clothing exposing inappropriate body areas. Shirts must have a clear neckline and any part of the chest should not be exposed. Shirts need to have shoulders if the sleeveless style has a full seam at the shoulder.
- D. Clothing and/or other accessories that would be considered a safety hazard or could result in injury to the individual or others, and that would be considered a disruption to the learning environment are prohibited. This includes, but is not limited to, chains, sharp protruding objects affixed to necklaces, collars, bracelets and rings, sunglasses, portable music players (i.e. iPod, MP3 players, etc.) and headphones.

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4. DRESS PROHIBITIONS

The following items are prohibited as there is a reasonable belief that such dress or grooming shall disrupt, interfere with, disturb, or detract from the school environment or activity and/or educational objectives, shall create a hazard to the student's safety or to the safety of others, or shall imply gang membership or affiliation:

- A. Any "Dallas Cowboys" clothing or accessories of any kind, including but not limited to anything with a "5-pointed star", "Emmit Smith" or "E. Smith" or number "22" on it.
- B. Any "Oakland/Los Angeles Raiders" clothing or accessories of any kind.
- C. Any "Playerz 69" clothing or accessories.
- D. Any "Playboy" or "Playgirls" clothing or accessories.
- E. Anything with the numbers "13" or "14" in any style of font or graphics on it.
- F. "OLD ENGLISH text"
- G. Anything with a weapon or drug/drug paraphernalia on it.

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5. EXTRACURRICULAR ACTIVITY

The principal, in connection with the sponsor, coach, or other person in charge of an extracurricular activity, may regulate the dress and grooming of students who participate in the activity if the principal reasonably believes that the student's dress or grooming:

- A. Creates a hazard to the student's safety or to the safety of others.
- B. Shall prevent, interfere with or adversely affect the purpose, direction, or effort required for the activity to achieve its goals.
- C. The standard for activities may vary from school attire. Appropriate hats are approved for baseball games and other social activities. Where hats may be appropriate, bandanas and hairnets are not.

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6. VIOLATIONS

If the student's dress or grooming is a violation of this policy and procedure, the principal shall request the student to make appropriate corrections. If the student refuses, the principal shall notify the parent or guardian and request that person to make the necessary correction. If both the student and parent/guardian refuse, the principal shall take appropriate corrective action. Students may be suspended, if circumstances so warrant. Students who violate provisions of the dress code relating to extracurricular activities may be removed or excluded from the

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extracurricular activity for such period as the principal may determine. All students shall be accorded due process safeguards before any corrective action may be taken.



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Reviewed; 10/25/05
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