



# CONSENT AGENDA

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WSD Board Meeting  
November 08, 2016  
WSD District Office  
Agenda

6:00 PM

<b>I. PLEDGE OF ALLEGIANCE</b>		<b>TIME</b>
<b>II. CONSENT AGENDA:</b>		<b>02 Min</b>
Minutes: Bd. Wkshp. 10/17/16 & Regular Board Meeting 10/25/16	Action	1+
Personnel Report	Action	2+
Vouchers	Action	3+
Contracts	Action	4+
<b>III. CITIZENS COMMENTS:</b>		<b>03 Min</b>
<b>IV. ASB REPORTS:</b>		<b>10 Min</b>
<b>V. WENATCHEE LEARNS STRATEGIES:</b>		<b>35 Min</b>
<b>Strategy One – Design the Personalized Learning of the Future</b>		
<b>First Reading:</b>		
2165 Policy & Procedure - Home or Hospital Instruction	Information	10 min
2411 Policy – Certificate of Education Competency	Information	05 min
2420P Procedure – Promotion & Retention	Information	05 min
Jodi Smith Payne, L&T Assist. Superintendent		
3410 Policy - Student Health	Information	05 min
Mark Helm, Executive Director Student Services		
<b>Strategy Two – Tapping the Power of Our Whole Community</b>		
<b>Strategy Three – Use Best Tools &amp; Resources to Advance Learning</b>		
Objective 3.4: Facilities that Optimize Learning:		
1) Smith Excavation Change Order #2	Action	10 min
Gregg Herkenrath, Director of Facilities & David Zeitlin, Hill International		
<b>Strategy Four – Balance Change for All with Excellence for All</b>		
<b>VI. BOARD COMMUNICATION</b>		<b>05 Min</b>
<b>VII. SUPERINTENDENT’S REPORT</b>		<b>05 Min</b>
<b>VIII. ADJOURNMENT</b>		

SEE REVERSE SIDE



# Wenatchee School District Board Planning Workshop

Minutes of October 17th, 2016  
WSD District Office

Board Members	8:00 AM	Others Present
Jennifer Talbot, President Robert Sealby V.P. Laura R. Jaecks Walter Newman Claudia De Robles		Brian Fones, Superintendent David Zeitlin, Hill International Trevor Carlson, Piper Jaffray Ron Brown, Instructional Technology Jon DeJong, Deputy Superintendent Sarah Hanchey, Director of Curriculum

## I. Board Workshop 8:00 a.m.

Jennifer Talbot, Board President, opened the regular board meeting at 8:00 am with the Pledge of Allegiance.

## II. Agenda Summary

Superintendent Brian Fones gave a brief agenda summary of the day as follows:

Board discussion and planning around:

- Citizens Facilities Committee recommendations and future capital bond in 2017
- Maintenance and Operations Replacement Levy in 2017
- Technology plan and future technology levy or funding options – Ron Brown
- Projected Tax Rates – Trevor Carlson, Piper Jaffray

Wenatchee Learns Vision-

- Review the 2016-17 priorities related to Strategies and Benchmark Objectives
- Review of School Board Goals and Priorities- WSSDA Self-Assessment Workshop
- Thought Exchange Results

WSD Assessment Management System (Bring your computer or I pad)

- Introduction and overview of the Illuminate assessment and data management system.
- Examples of assessment reports and data available to principals and staff

## III. Planning – Facilities Committee

Discussion:

- HVAC system at Foothills – David Zeitlin will get updated information to the board on replacement
- Discussion on communication of work of Facilities Committee, getting that out to our public and community
- Communication out on webpage, newsletter, twitter, Facebook,
- Thought Exchange, PSTA meetings, Community Forums
- David Zeitlin suggested ways to communicate our message in the Bond Committee, go to meetings, theater ads, radio ads, handouts
- Describe who was on the committee so the public knows there is a good cross section of people
- Social Media can be utilized and possibly local TV
- We have used a lot of these methods in past bonds
- We can get feedback from the committee on pre-bond communication
- Prior to running the bond we need to get the word out
- WSU surveys before the bond, gives us a direction that the community is thinking – 6 weeks
- We need a plan before running the bond
- We need feedback by January - survey
- 3-4 weeks to get a publication out
- Thought Exchange 5-6 weeks to get results or simplified 4 weeks
- The committee will put a timeline on the communication, Brian, Jon & Teri will meet to get the information rolled out
- December 11<sup>th</sup> is the resolution deadline for February
- Probably not a enough time to go to the February Ballot

## IV. M&O Levy

CFO, Les Vandervort, gave the details of the M&O Levy as follows:

### WENATCHEE SCHOOL DISTRICT LEVY INFORMATION

Assessed Value % increase	Assessed Value Year	Assessed Value	Levy Collectio Year	Bond Debt Service \$	Bond Debt Service rate per \$1,000		M&O Levy Total \$	M&O Levy rate per \$1,000	Total Bond & Capital Levy rate per \$1,000	Tech Levy \$	Capital Tech Levy rate	Total M&O & Bond & Tech Levy
11.170%	1997	\$1,845,235,028	1998	\$2,896,910	1.57		\$5,613,012	3.05	4.62			
7.983%	1998	\$1,992,534,167	1999	\$3,322,334	1.67	4.02%	\$5,838,558	2.93	4.60			
2.074%	1999	\$2,033,867,676	2000	\$3,474,012	1.71	11.26%	\$6,496,011	3.19	4.90			
1.422%	2000	\$2,062,784,325	2001	\$3,575,005	1.73	4.00%	\$6,756,011	3.28	5.01			
3.660%	2001	\$2,138,287,583	2002	\$3,832,012	1.79	4.00%	\$7,026,007	3.29	5.08			
4.915%	2002	\$2,243,379,828	2003	\$5,600,017	2.50	0.16%	\$7,037,011	3.14	5.63			
1.154%	2003	\$2,269,263,685	2004	\$5,800,000	2.56	8.00%	\$7,600,000	3.35	5.90			
3.124%	2004	\$2,340,144,534	2005	\$5,800,000	2.48	8.00%	\$8,208,000	3.51	5.99			
5.928%	2005	\$2,478,864,451	2006	\$5,800,000	2.34	4.00%	\$8,536,000	3.44	5.78			
16.193%	2006	\$2,880,278,589	2007	\$6,000,000	2.08	4.01%	\$8,878,000	3.08	5.17			
2.176%	2007	\$2,942,948,843	2008	\$2,600,000	0.88	4.00%	\$9,233,000	3.14	4.02			
3.705%	2008	\$3,051,988,421	2009	\$2,600,000	0.85	4.00%	\$9,602,000	3.15	4.00			
13.529%	2009	\$3,464,898,829	2010	\$2,500,000	0.72	3.00%	\$9,890,000	2.85	3.58			
6.728%	2010	\$3,698,014,216	2011	\$2,500,000	0.68	3.00%	\$10,187,000	2.75	3.43			
-1.199%	2011	\$3,653,658,521	2012	\$2,400,000	0.66	2.99%	\$10,492,000	2.87	3.53			
-4.317%	2012	\$3,495,912,633	2013	\$2,400,000	0.69	3.34%	\$10,842,346	3.10	3.79			
-2.977%	2013	\$3,391,832,610	2014	\$2,400,000	0.71	3.00%	\$11,165,215	3.29	4.00			
6.928%	2014	\$3,626,831,515	2015	\$5,415,233	1.49	3.00%	\$11,497,707	3.17	4.66			
7.261%	2015	\$3,890,190,674	2016	\$5,418,489	1.39	3.00%	\$11,860,828	3.05	4.44			
2.000%	2016	\$3,967,994,487	2017	\$5,400,000	1.36	3.00%	\$12,163,000	3.07	4.43			
2.000%	2017	4,047,354,377	2018	5,625,000	1.39	3.00%	\$12,527,890	3.10	4.49	\$2,000,000	0.49	4.98
2.000%	2018	4,128,301,465	2019	5,735,000	1.39	3.00%	\$12,903,727	3.13	4.51	\$2,000,000	0.48	5.00
2.000%	2019	4,210,867,494	2020	5,850,000	1.39	3.00%	\$13,290,839	3.16	4.55	\$2,000,000	0.47	5.02
2.000%	2020	4,295,084,844	2021	5,965,000	1.39	3.00%	\$13,689,564	3.19	4.58	\$2,000,000	0.47	5.04
2.000%	2017	4,047,354,377	2018	5,625,000	1.39	4.00%	\$12,649,520	3.13	4.52	\$2,000,000	0.49	5.01
2.000%	2018	4,128,301,465	2019	5,735,000	1.39	4.00%	\$13,155,501	3.19	4.58	\$2,000,000	0.48	5.06
2.000%	2019	4,210,867,494	2020	5,850,000	1.39	4.00%	\$13,681,721	3.25	4.64	\$2,000,000	0.47	5.11
2.000%	2020	4,295,084,844	2021	5,965,000	1.39	4.00%	\$14,228,990	3.31	4.70	\$2,000,000	0.47	5.17

#### Discussion:

- 2% assessed value
- McCleary Decision is uncertain so business as usual
- Blue Column is based on what bond we would come up with
- Pickup staffing cost each year
- Been running at 3% and 4% in 2008-09 and we have support from community
- When we added Art Specialist it was up to 8% in those years

The board thanked Mr. Vandervort.

## V. Technology Levy

Ron Brown, Director of Technology Instruction, presented the following material for discussion.

### Technology Capital Levy Planning

Our purpose is to prepare students with the knowledge and skills for life in the 21st Century.

Full Tech Capital Levy Plan (4 year) – 6 yr. too long, too many changes

The fact is that given the challenges we face, education doesn't need to be reformed -- it needs to be transformed. The key to this transformation is not to standardize education, but to personalize it, to build achievement on discovering the individual talents of each child, to put students in an environment where they want to learn and where they can naturally discover their true passions."

Sir Ken Robinson

### Technology Capital Levy

#### 4 Year

- Rollout over 4 years = \$12,000,000
- Adds ~ .75 per \$1000
- Refresh with another levy in year 5 to continually update hardware, software, and pay personnel
- 4 year impacts on timeline and training
- Four Year (each year all inclusive at grades listed equipment, rooms, pd, support, etc)
- Year 1 - Grades 6th and 7th
- Year 2 - Grades 4th, 5th, and 8th
- Year 3 - Grades 9th - 12th

BD. Wkshp. MINUTES 10/17/16

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- Year 4 - Grades K - 3rd

Pros: stays within lifecycle of devices, more students benefit sooner, teacher training more equitable and consistent, trickle down as upgraded

Cons: condensed window for infrastructure upgrades, unknown timeline currently for Phase 2 bond, must continually run tech levy unless built into M&O

#### Objective 3.1

##### Personal Technology Devices for Learners

- \*Personal device for grades 4th -12th (1:1)
  - Cost approx \$400,000 per grade level (includes devices, cases, keyboards, carts, charging, etc)
- \*Shared devices for grades K - 3rd (1:2)
  - Cost approx \$250,000 per grade level (includes devices, cases, keyboards, carts, charging, etc)
- Replacement levy every four years to refresh devices
- Objective 3.2
- \*Blended Learning Environment
- Provide online systems and ensure consistent access for students, staff and parents.
  - Four Year
    - Approx \$150,000 per year to purchase software licensing, additional differentiated curriculum, etc. This number has the most flexibility as we try to move toward open standards. With more students having devices the cost is higher for a shorter levy.
  - Six Year
    - Approx \$100,000 per year to purchase software licensing, additional differentiated curriculum, etc. This number has the most flexibility as we try to move toward open standards.
- Objective 3.3
- Instructional and Curriculum
- Provide access to upgraded \*teacher tools that create a consistent and equitable environment for teaching and learning across all sites
  - Cost approx. \$150,000 per grade level
    - Per teacher approx. \$2,500
  - Funding to refresh teacher devices every 4 years
- Objective 3.4 Facilities that Support Optimal Learning
- Upgrade \*classroom and technology systems to support future-ready teaching, learning, safety and security
  - Cost approx. \$500,000 per grade level
    - Per classroom approx. \$10,000
  - Replacement levy every 12 years to refresh installed devices
- Objective 4.4
- Highly Trained and Engaged Staff
- Provide ongoing professional development to support the use of newer \*classroom tools and \*digital curriculum, as well as the management of students with devices
  - Cost approx. \$100,000 per grade level + \$50,000(all staff)
    - Per teacher approx. \$2,000
  - Replacement levy to continue professional development
  - We would also continue to train all staff each year in addition to the specific professional development for 1:1 device rollout staff
- Support Personnel to Support All Objectives
- **Successful implementation will require:**
  - Cost approx. \$150,000 per grade level of a 1:1 (additional facilitator and support personnel)
  - Funding secured within capital levy, increases to M&O, or additional levy to continue funding personnel through capital
  - Personnel expenses **compound yearly** as we continue to pay existing staff and add additional staff that will be required with additional technology

#### Glossary

- Blended Learning Examples
  - Edmodo, Google Classroom, Moodle, DreamBox, Imagine Learning, Math 180, Read 180
- Classroom Tools
  - Projector, iPad Stand, Audio Enhancement, Control System
- Digital Curriculum
  - FrontRow Math and ELA,
- Personal Device
  - Device assigned to student for take home. iPads with cases. Keyboards for in class use.
- Shared Device
  - Device assigned to cart and shared with multiple teachers
- Teacher Tools
  - Macbook Air, iPad, Doc Cam, Software

#### **Discussion:**

- Personal, PD and support most expensive
- Video - please view the changes, learning a new way of teaching
- Full plan linked on Moodle site
- What will be doing with 3M dollars, into the weeds, more granular detail on the spread sheet
- Upgrade classrooms, but unless devices upgrades, classrooms can't do it alone - to personalize learning
- LA one-to-one not done well, they did not have the classrooms like we plan in our pilots
- Some school districts a "lighthouse" example but not many, don't buy lots of stuff, buy according to having a lot of research and a good plan in mind
- A lot of capital levy passed, some put into general fund – **MUST HAVE A PLAN**

- Need Professional development for teachers
- Standardized testing double digit growth in our district
- Create more engagement in the classroom
- Data in the future to share with you

Let Ron Brown know if you have any questions about the links for in detail information on the plan

**VI. Projected Tax Rates**

Trevor Carlson, Piper Jaffray, presented following, revised version - different from Mr. Vandervort:

Calculation Factors				
Rating:	Aa1 (State Guarantee); Aa3 (Underlying)			
Interest Rates:	Current Plus 1.00 Percent			
Assessed Value Increases at:		R&P	Timber	
	2016	7.26%	0.00%	
	Estimated (1) 2017	5.75%	0.00%	
	2018	2.00%	0.00%	
	2019 - 2065	2.00%	0.00%	
Issue Structure:	Combined Level Tax Rate			
Bonds Issued:	Issue 1 6/1/2017	Issue 2 6/1/2018	Issue 3 6/1/2019	Total
Issue Size:	\$38,335,000	\$38,335,000	\$38,330,000	\$115,000,000

Levy Year	Bond Assessed Value	M&O Assessed Value	(in 1,000's)					Tech. Levy	M&O Levy
			Prior Debt	Debt Service			Total Bonds		
				2017 Issue	2018 Issue	2019 Issue			
2016	\$3,891,512	\$3,890,191	\$5,454	\$0	\$0	\$0	\$5,454	\$0	\$11,861 (2)
2017	4,115,375	4,113,901	5,512	0	0	0	5,512	0	12,163 (3)
2018	4,197,629	4,196,152	5,622	7,278	0	0	12,900	3,000	13,156 (4)
2019	4,281,529	4,280,049	5,734	3,429	4,538	0	13,701	3,000	13,156
2020	4,367,107	4,365,623	5,849	3,298	2,326	2,270	13,742	3,000	13,682
2021	4,454,396	4,452,909	5,965	3,152	2,369	2,313	13,799	3,000	14,229
2022	4,543,431	4,541,941	6,084	2,926	2,419	2,360	13,790	3,060	14,798
2023	4,634,247	4,632,754	6,206	2,689	2,467	2,409	13,771	3,121	15,390
2024	4,726,879	4,725,382	6,329	2,435	2,521	2,455	13,739	3,184	16,006
2025	4,821,363	4,819,863	6,456	2,165	2,565	2,508	13,694	3,247	16,646
2026	4,917,738	4,916,234	6,584	1,876	2,615	2,556	13,632	3,312	17,312
2027	5,016,040	5,014,532	6,720	1,564	2,670	2,606	13,560	3,378	18,004
2028	5,116,308	5,114,797	6,854	1,231	2,725	2,656	13,466	3,446	18,724
2029	5,218,581	5,217,066	6,988	889	2,775	2,711	13,362	3,515	19,473
2030	5,322,900	5,321,381	7,128	738	2,613	2,761	13,239	3,585	20,252
2031	5,429,305	5,427,782	7,272	738	2,268	2,820	13,098	3,657	21,062
2032	5,537,838	5,536,311	7,414	738	1,913	2,873	12,938	3,730	21,905
2033	5,648,542	5,647,011	5,303	1,518	3,004	2,935	12,760	3,805	22,781
2034	5,761,460	5,759,925	0	6,502	3,064	2,996	12,562	3,881	23,692
2035	5,876,636	5,875,097	0	6,154	3,132	3,050	12,336	3,958	24,640
2036	5,994,116	5,992,573	0	5,783	3,192	3,118	12,093	4,038	25,626
2037	6,113,945	6,112,398	0	0	8,643	3,178	11,821	4,118	26,651
2038	6,236,171	6,234,619	0	0	0	11,525	11,525	4,201	27,717
2039	6,360,842	6,359,285	0	0	0	0	0	4,285	28,825
2040	6,488,006	6,486,444	0	0	0	0	0	4,370	29,978
Total Debt Service:				\$55,103	\$57,819	\$60,098			
Total Interest:				\$16,768	\$19,484	\$21,768			
Net Interest Cost:				3.98%	3.99%	4.03%			

NOTES:  
 (1) 2017 Assessed Value deducts \$57 million for loss of Alcoa.  
 (2) Certified 2016 levy amounts.  
 (3) 2017 voter approved M&O Levy amount.  
 (4) 2018 & on M&O Levy amounts increase by 4.00% annually.  
 (5) Builds Debt Service Fund Reserves

Projected Tax Rates							
Prior Debt	2017 Issue	2018 Issue	2019 Issue	Total Bonds	Tech. Levy	M&O Levy	Combined Tax Rates
\$1.40	\$0.00	\$0.00	\$0.00	\$1.39	\$0.00	\$3.05	\$4.44
1.34	0.00	0.00	0.00	1.34	0.00	2.96	4.30
1.34	1.73	0.00	0.00	3.24	0.71	3.01	6.97 (5)
1.34	0.80	1.06	0.00	3.20	0.70	3.07	6.97
1.34	0.76	0.53	0.52	3.15	0.69	3.13	6.97
1.34	0.71	0.53	0.52	3.10	0.67	3.20	6.97
1.34	0.64	0.53	0.52	3.04	0.67	3.26	6.97
1.34	0.58	0.53	0.52	2.97	0.67	3.32	6.97
1.34	0.52	0.53	0.52	2.91	0.67	3.39	6.97
1.34	0.45	0.53	0.52	2.84	0.67	3.45	6.97
1.34	0.38	0.53	0.52	2.77	0.67	3.52	6.97
1.34	0.31	0.53	0.52	2.70	0.67	3.59	6.97
1.34	0.24	0.53	0.52	2.63	0.67	3.66	6.97
1.34	0.17	0.53	0.52	2.56	0.67	3.73	6.97
1.34	0.14	0.49	0.52	2.49	0.67	3.81	6.97
1.34	0.14	0.42	0.52	2.41	0.67	3.88	6.97
1.34	0.13	0.35	0.52	2.34	0.67	3.96	6.97
0.94	0.27	0.53	0.52	2.26	0.67	4.03	6.97
0.00	1.13	0.53	0.52	2.18	0.67	4.11	6.97
0.00	1.05	0.53	0.52	2.10	0.67	4.19	6.97
0.00	0.96	0.53	0.52	2.02	0.67	4.28	6.97
0.00	0.00	1.41	0.52	1.93	0.67	4.36	6.97
0.00	0.00	0.00	1.85	1.85	0.67	4.45	6.97
0.00	0.00	0.00	0.00	0.00	0.67	4.53	5.21
0.00	0.00	0.00	0.00	0.00	0.67	4.62	5.30

**Wenatchee School District No. 246**

Projected Debt Service Fund Cash Flow as of 8/31  
\$ in 1,000's

Calculation Factors						
2016-2017 Collection:	99.50%		Dollars	Assessed	Bond Levy	Actual
2018 Collection:	99.50%		Levied	Value	Rate	Debt Serv.
2019-2021 Collection:	99.50%	2016	\$5,418	\$3,891,512	\$1.39	\$5,454
Spring Collection:	53.00%	2017	5,512	4,115,375	1.34	5,512
Interest earned at:	0.45%	2018	13,590	4,197,629	3.24	12,900
R&P Assessed Value increases per year:		2019	13,701	4,281,529	3.20	13,701
2016	7.26%	2020	13,742	4,367,107	3.15	13,742
2017	5.75%	2021	13,799	4,454,396	3.10	13,799
2018	2.00%					
2019 - 2065	2.00%					
2016 Taxes Uncollected at						
Date of Beginning Balance	\$2,435				File:	Wen_344_b

Period Beginning	Beginning Balance	Additional Proceeds	Interfund Loan	Levy Collection	Interest Earnings	Prior Bonds	Projected Debt Service		Ending Balance	Period Ending
							2017 Bonds	Future Bonds		
1/1/2016	-								-	1/31/2016
2/1	-								-	2/29
3/1	-								-	3/31
4/1	-								-	4/30
5/1	-								-	5/31
6/1	-						0	0	-	6/30
7/1	-								-	7/31
8/1	-								2,488	8/31
9/1	2,488				1				2,489	9/30
10/1	2,489			482	1				2,972	10/31
11/1	2,972			1,686	1				4,659	11/30
12/1	4,659			241	2	(3,727)	0	0	1,174	12/31
1/1/2017	1,174				0				1,175	1/31/2017
2/1	1,175				0				1,175	2/28
3/1	1,175				0				1,176	3/31
4/1	1,176			581	0				1,758	4/30
5/1	1,758			2,035	1				3,793	5/31
6/1	3,793			291	1	(1,689)	0	0	2,396	6/30
7/1	2,396				1				2,397	7/31
8/1	2,397				1				2,398	8/31
9/1	2,398				1				2,399	9/30
10/1	2,399			516	1				2,916	10/31
11/1	2,916			1,804	1				4,721	11/30
12/1	4,721			258	2	(3,824)	0	0	1,157	12/31
1/1/2018	1,157				0				1,158	1/31/2018
2/1	1,158				0				1,158	2/28
3/1	1,158				0				1,158	3/31
4/1	1,158			1,433	0				2,592	4/30
5/1	2,592			5,017	1				7,610	5/31
6/1	7,610			717	3	(1,646)	(1,355)	0	5,328	6/30
7/1	5,328				2				5,330	7/31
8/1	5,330				2				5,332	8/31
9/1	5,332				2				5,334	9/30
10/1	5,334			1,271	2				6,607	10/31
11/1	6,607			4,449	2				11,059	11/30
12/1	11,059			636	4	(3,976)	(5,923)	0	1,800	12/31
1/1/2019	1,800				1				1,801	1/31/2019
2/1	1,801				1				1,801	2/28
3/1	1,801				1				1,802	3/31
4/1	1,802			1,445	1				3,248	4/30
5/1	3,248			5,058	1				8,307	5/31
6/1	8,307			723	3	(1,600)	(607)	(1,425)	5,400	6/30
7/1	5,400				2				5,402	7/31
8/1	5,402				2				5,404	8/31
9/1	5,404				2				5,406	9/30
10/1	5,406			1,281	2				6,690	10/31
11/1	6,690			4,485	3				11,178	11/30
12/1	11,178			641	4	(4,135)	(2,822)	(3,113)	1,753	12/31

Period Beginning	Beginning Balance	Additional Proceeds	Interfund Loan	Levy Collection	Interest Earnings	Prior Bonds	Projected Debt Service		Ending Balance	Period Ending
							2017 Bonds	Future Bonds		
1/1/2020	1,753				1				1,754	1/31/2020
2/1	1,754				1				1,755	2/29
3/1	1,755				1				1,755	3/31
4/1	1,755			1,449	1				3,205	4/30
5/1	3,205			5,073	1				8,279	5/31
6/1	8,279			725	3	(1,549)	(576)	(2,150)	4,731	6/30
7/1	4,731				2				4,733	7/31
8/1	4,733				2				4,735	8/31
9/1	4,735				2				4,736	9/30
10/1	4,736			1,285	2				6,024	10/31
11/1	6,024			4,498	2				10,524	11/30
12/1	10,524			643	4	(4,299)	(2,721)	(2,445)	1,705	12/31
1/1/2021	1,705				1				1,705	1/31/2021
2/1	1,705				1				1,706	2/28
3/1	1,706				1				1,707	3/31
4/1	1,707			1,455	1				3,163	4/30
5/1	3,163			5,094	1				8,258	5/31
6/1	8,258			728	3	(1,482)	(546)	(1,401)	5,559	6/30
7/1	5,559				2				5,561	7/31
8/1	5,561				2				5,563	8/31
9/1	5,563				2				5,565	9/30
10/1	5,565			1,291	2				6,858	10/31
11/1	6,858			4,517	3				11,378	11/30
12/1	11,378			645	4	(4,482)	(2,606)	(3,281)	1,658	12/31

**TOTAL DEBT CAPACITY ANALYSIS**

2016 Bond Assessed Value	\$3,891,512,467
Statutory Capacity Rate	5.000%
Total Statutory Capacity	\$194,575,623
Less: Outstanding Voted Debt	(\$73,635,000)
Less: Outstanding Non-Voted Debt	\$0
Remaining Capacity	\$120,940,623

Discussion:

- Details of each year variable
- Value of Alcoa 57M dropped to 0
- 2% accessed value going forward
- Phase 2: 115M Broken into 3 bond sales of equal value
- Based on IRS projections and Tax flow
- Tech Levy – 3M year for 4 years
- Variable of 6 year is not recommended
- Accessed value from Co. updated brought #'s down slightly
- Go to Debt Capacity Analysis -
- \$120 - \$115M close
- \$3.44 tax rate today
- \$6.97 if all comes out as we have put on the paper as discussed
- \$2.57 increase over today's number

This equation discussed:

Wenatchee School District No. 246							
TAX IMPACT ANALYSIS							
Bond Authorization Amount:		\$115,000,000					
Estimated 2018 Bond Tax Rate Increase over 2017 Tax Rate (per \$1,000 assessed value): \$1.90							
Assessed Value of Property	Gross Property Tax Increase for Bonds	Monthly Gross Increase	Monthly Net Tax Increase from Bonds After Allowing for Income Tax Deduction				
			Federal Income Tax Bracket				
			25%	28%	33%	35%	39.6%
\$100,000	\$190.00	\$15.83	\$11.88	\$11.40	\$10.61	\$10.29	\$9.56
150,000	285.00	23.75	17.81	17.10	15.91	15.44	14.35
200,000	380.00	31.67	23.75	22.80	21.22	20.58	19.13
250,000	475.00	39.58	29.69	28.50	26.52	25.73	23.91
300,000	570.00	47.50	35.63	34.20	31.83	30.88	28.69

**NOTE:** Qualified homeowners may apply for a senior exemption. Please contact the Chelan County Assessor for details at (509) 667-6365.

Mr. Carlson discussed this chart and answered the board's questions.

**Wenatchee School District No. 246**  
**Projected Debt Capacity: Wen\_344\_b**

Date	Assessed Valuation	Debt Capacity (5% of A.V.)	Debt Outstanding					Unused Capacity	
			Prior Debt	2017 Issue	2018 Issue	2019 Issue	Total Debt	Amount	Percent
1/1/2016	\$3,891,512	\$194,576	\$73,635	\$0	\$0	\$0	\$73,635	\$120,941	62.16%
12/1/2016	3,891,512	194,576	71,635	0	0	0	71,635	122,941	63.18%
12/1/2017	4,115,375	205,769	69,500	38,335	0	0	107,835	97,934	47.59%
12/1/2018	4,197,629	209,881	67,170	33,090	38,335	0	138,595	71,286	33.97%
12/1/2019	4,281,529	214,076	64,635	30,875	35,935	38,330	169,775	44,301	20.69%
12/1/2020	4,367,107	218,355	61,885	28,730	34,970	38,265	163,850	54,505	24.96%
12/1/2021	4,454,396	222,720	58,885	26,670	33,935	37,420	156,910	65,810	29.55%
12/1/2022	4,543,431	227,172	55,620	24,775	32,820	36,505	149,720	77,452	34.09%
12/1/2023	4,634,247	231,712	52,070	23,060	31,625	35,515	142,270	89,442	38.60%
12/1/2024	4,726,879	236,344	48,220	21,545	30,340	34,450	134,555	101,789	43.07%
12/1/2025	4,821,363	241,068	44,050	20,250	28,970	33,300	126,570	114,498	47.50%
12/1/2026	4,917,738	245,887	39,585	19,200	27,505	32,065	118,355	127,532	51.87%
12/1/2027	5,016,040	250,802	34,795	18,425	25,935	30,740	109,895	140,907	56.18%
12/1/2028	5,116,308	255,815	29,655	17,955	24,255	29,320	101,185	154,630	60.45%
12/1/2029	5,218,581	260,929	24,150	17,810	22,465	27,795	92,220	168,709	64.66%
12/1/2030	5,322,900	266,145	18,230	17,810	20,770	26,165	82,975	183,170	68.82%
12/1/2031	5,429,305	271,465	11,870	17,810	19,355	24,415	73,450	198,015	72.94%
12/1/2032	5,537,838	276,892	5,050	17,810	18,240	22,545	63,645	213,247	77.01%
12/1/2033	5,648,542	282,427	0	17,030	15,990	20,540	53,560	228,867	81.04%
12/1/2034	5,761,460	288,073	0	11,235	13,590	18,395	43,220	244,853	85.00%
12/1/2035	5,876,636	293,832	0	5,550	11,025	16,110	32,685	261,147	88.88%
12/1/2036	5,994,116	299,706	0	0	8,295	13,665	21,960	277,746	92.67%
12/1/2037	6,113,945	305,697	0	0	0	11,060	11,060	294,637	96.38%
12/1/2038	6,236,171	311,809	0	0	0	0	0	311,809	100.00%



Calculation Factors			
Rating:	Aa1 (State Guarantee); Aa3 (Underlying)		
Interest Rates:	Current Plus 1.00 Percent		
Assessed Value Increases at:		R&P	Timber
	2016	7.26%	0.00%
	<b>Estimated (1) 2017</b>	<b>5.75%</b>	<b>0.00%</b>
	2018	2.00%	0.00%
	2019 - 2065	2.00%	0.00%
Issue Structure:	Combined Level Tax Rate		
Bonds Issued:	Issue 1 6/1/2017	Issue 2 6/1/2018	Issue 3 6/1/2019
Issue Size:	\$38,335,000	\$38,335,000	\$38,330,000
			Total \$115,000,000

Levy Year	Bond Assessed Value	M&O Assessed Value	(in 1,000's)				Total Bonds	Tech. Levy	M&O Levy
			Prior Debt	2017 Issue	2018 Issue	2019 Issue			
2016	\$3,891,512	\$3,890,191	\$5,454	\$0	\$0	\$0	\$5,454	\$0	\$11,861 (2)
2017	4,115,375	4,113,901	5,512	0	0	0	5,512	0	12,163 (3)
2018	4,197,629	4,196,152	5,622	7,265	0	0	12,887	2,000	12,550 (4)
2019	4,281,529	4,280,049	5,734	3,411	4,534	0	13,678	2,000	13,156
2020	4,367,107	4,365,623	5,849	3,255	2,321	2,270	13,695	2,000	13,682
2021	4,454,396	4,452,909	5,965	3,090	2,365	2,318	13,738	2,000	14,229
2022	4,543,431	4,541,941	6,084	2,907	2,415	2,360	13,766	2,000	14,798
2023	4,634,247	4,632,754	6,206	2,706	2,468	2,404	13,783	2,000	15,390
2024	4,726,879	4,725,382	6,329	2,456	2,512	2,455	13,751	2,040	16,006
2025	4,821,363	4,819,863	6,456	2,181	2,567	2,503	13,706	2,081	16,646
2026	4,917,738	4,916,234	6,584	1,896	2,611	2,557	13,649	2,122	17,312
2027	5,016,040	5,014,532	6,720	1,579	2,672	2,606	13,576	2,165	18,004
2028	5,116,308	5,114,797	6,854	1,251	2,722	2,656	13,482	2,208	18,724
2029	5,218,581	5,217,066	6,988	908	2,771	2,711	13,378	2,252	19,473
2030	5,322,900	5,321,381	7,128	742	2,824	2,761	13,255	2,297	20,252
2031	5,429,305	5,427,782	7,272	742	2,885	2,820	13,118	2,343	21,062
2032	5,537,838	5,536,311	7,414	742	1,929	2,874	12,957	2,390	21,905
2033	5,648,542	5,647,011	5,303	1,537	3,004	2,936	12,779	2,438	22,781
2034	5,761,460	5,759,925	0	6,524	3,059	2,996	12,580	2,487	23,692
2035	5,876,636	5,875,097	0	6,176	3,127	3,051	12,354	2,536	24,640
2036	5,994,116	5,992,573	0	5,809	3,187	3,113	12,110	2,587	25,626
2037	6,113,945	6,112,398	0	0	8,664	3,173	11,837	2,639	26,651
2038	6,236,171	6,234,619	0	0	0	11,540	11,540	2,692	27,717
2039	6,360,842	6,359,285	0	0	0	0	0	2,746	28,825
2040	6,488,006	6,486,444	0	0	0	0	0	2,800	29,978
Total Debt Service:				\$55,175	\$57,837	\$60,102			
Total Interest:				\$16,840	\$19,502	\$21,772			
Net Interest Cost:				3.98%	3.99%	4.03%			
Wen_345_b									

**NOTES:**  
(1) 2017 Assessed Value deducts \$57 million for loss of Alcoa.  
(2) Certified 2016 levy amounts.  
(3) 2017 voter approved M&O Levy amount.  
(4) 2018 & on M&O Levy amounts increase by 4.00% annually.  
(5) Builds Debt Service Fund Reserves

Projected Tax Rates							
Prior Debt	2017 Issue	2018 Issue	2019 Issue	Total Bonds	Tech. Levy	M&O Levy	Combined Tax Rates
\$1.40	\$0.00	\$0.00	\$0.00	\$1.39	\$0.00	\$3.05	\$4.44
1.34	0.00	0.00	0.00	1.34	0.00	2.96	4.30
1.34	1.73	0.00	0.00	3.24	0.48	3.01	6.73 (5)
1.34	0.80	1.06	0.00	3.19	0.47	3.07	6.74
1.34	0.75	0.53	0.52	3.14	0.46	3.13	6.73
1.34	0.69	0.53	0.52	3.08	0.45	3.20	6.73
1.34	0.64	0.53	0.52	3.03	0.44	3.26	6.73
1.34	0.58	0.53	0.52	2.97	0.43	3.32	6.73
1.34	0.52	0.53	0.52	2.91	0.43	3.39	6.73
1.34	0.45	0.53	0.52	2.84	0.43	3.45	6.73
1.34	0.39	0.53	0.52	2.78	0.43	3.52	6.73
1.34	0.31	0.53	0.52	2.71	0.43	3.59	6.73
1.34	0.24	0.53	0.52	2.64	0.43	3.66	6.73
1.34	0.17	0.53	0.52	2.56	0.43	3.73	6.73
1.34	0.14	0.49	0.52	2.49	0.43	3.81	6.73
1.34	0.14	0.42	0.52	2.42	0.43	3.88	6.73
1.34	0.13	0.35	0.52	2.34	0.43	3.96	6.73
0.94	0.27	0.53	0.52	2.26	0.43	4.03	6.73
0.00	1.13	0.53	0.52	2.18	0.43	4.11	6.73
0.00	1.05	0.53	0.52	2.10	0.43	4.19	6.73
0.00	0.97	0.53	0.52	2.02	0.43	4.28	6.73
0.00	0.00	1.42	0.52	1.94	0.43	4.36	6.73
0.00	0.00	0.00	1.85	1.85	0.43	4.45	6.73
0.00	0.00	0.00	0.00	0.00	0.43	4.53	4.96
0.00	0.00	0.00	0.00	0.00	0.43	4.62	5.05

- Percentage of growth -7.25% depreciation and how much growth, Mr. Carlson didn't have breakdown -Can't get that silicified yet -from the co/state
- Alcoa 57M not a big number on the tax base
- Seattle Northwest – comparison with other district in the state
- Showed comparison of other districts in the state with tax based, pretty telling \$5-6 Billion range per year
- As we get more information that is more finite we will run the models
- Discussion between the board members of demands, possibilities and decisions
- Committee shared: Community recognizes WHS needs to be done, not many other choices, we need to communicate clearly what needs to be done and what we are doing

- Not many 2<sup>nd</sup> alternatives – must move forward, what needs to be done, and have delayed other projects, we need to convince the public of our true needs
- What do we do – M&O and Tech Levy, Bond – when to run them
- Discussion of what is happening across the state, everything is going up – can't avoid forever, must finally make a decision
- \$190,000 average assessed value – it's not as expensive as everyone thinks – must be really clear
- Tech Levy 50 + 1 to pass
- Recommendation to not run them together – to much to explain, too confusing

Calculation Factors							
2016-2017 Collection:	99.50%	Dollars Levied	Assessed Value	Bond Levy Rate	Actual Debt Serv.	Over (Under)	
2018 Collection:	99.50%	2016	\$5,418	\$3,891,512	\$1.39	\$5,454	(\$36)
2019-2021 Collection:	99.50%	2017	5,512	4,115,375	1.34	5,512	0
Spring Collection:	53.00%	2018	13,588	4,197,629	3.24	12,887	701
Interest earned at:	0.09%	2019	13,678	4,281,529	3.19	13,678	0
R&P Assessed Value increases per year:		2020	13,695	4,367,107	3.14	13,695	0
2016	7.26%	2021	13,738	4,454,396	3.08	13,738	0
2017	5.75%						\$665
2018	2.00%						
2019 - 2065	2.00%						
2016 Taxes Uncollected at		File:	Wen_345_b				
Date of Beginning Balance	\$2,435						

Period Beginning	Beginning Balance	Additional Proceeds	Interfund Loan	Levy Collection	Interest Earnings	Prior Bonds	Projected Debt Service			Ending Balance	Period Ending
							2017 Bonds	Future Bonds			
1/1/2016	-									-	1/31/2016
2/1	-									-	2/29
3/1	-									-	3/31
4/1	-									-	4/30
5/1	-									-	5/31
6/1	-						0	0		-	6/30
7/1	-									-	7/31
8/1	-								2,488	-	8/31
9/1	2,488				0				2,489	-	9/30
10/1	2,489			482	0				2,970	-	10/31
11/1	2,970			1,686	0				4,656	-	11/30
12/1	4,656			241	0	(3,727)	0	0	1,171	-	12/31
1/1/2017	1,171				0				1,171	-	1/31/2017
2/1	1,171				0				1,171	-	2/28
3/1	1,171				0				1,171	-	3/31
4/1	1,171			581	0				1,752	-	4/30
5/1	1,752			2,035	0				3,787	-	5/31
6/1	3,787			291	0	(1,689)	0	0	2,390	-	6/30
7/1	2,390				0				2,390	-	7/31
8/1	2,390				0				2,390	-	8/31
9/1	2,390				0				2,390	-	9/30
10/1	2,390			516	0				2,906	-	10/31
11/1	2,906			1,804	0				4,711	-	11/30
12/1	4,711			258	0	(3,824)	0	0	1,145	-	12/31
1/1/2018	1,145				0				1,145	-	1/31/2018
2/1	1,145				0				1,145	-	2/28
3/1	1,145				0				1,145	-	3/31
4/1	1,145			1,433	0				2,579	-	4/30
5/1	2,579			5,016	0				7,595	-	5/31
6/1	7,595			717	1	(1,646)	(1,357)	0	5,309	-	6/30
7/1	5,309				0				5,309	-	7/31
8/1	5,309				0				5,310	-	8/31
9/1	5,310				0				5,310	-	9/30
10/1	5,310			1,271	0				6,581	-	10/31
11/1	6,581			4,448	0				11,030	-	11/30
12/1	11,030			635	1	(3,976)	(5,908)	0	1,782	-	12/31
1/1/2019	1,782				0				1,782	-	1/31/2019
2/1	1,782				0				1,782	-	2/28
3/1	1,782				0				1,782	-	3/31
4/1	1,782			1,443	0				3,225	-	4/30
5/1	3,225			5,049	0				8,275	-	5/31
6/1	8,275			721	1	(1,600)	(608)	(1,426)	5,363	-	6/30
7/1	5,363				0				5,364	-	7/31
8/1	5,364				0				5,364	-	8/31
9/1	5,364				0				5,365	-	9/30
10/1	5,365			1,279	0				6,644	-	10/31
11/1	6,644			4,478	0				11,123	-	11/30
12/1	11,123			640	1	(4,135)	(2,803)	(3,108)	1,718	-	12/31

Period Beginning	Beginning Balance	Additional Proceeds	Interfund Loan	Levy Collection	Interest Earnings	Prior Bonds	Projected Debt Service			Ending Balance	Period Ending
							2017 Bonds	Future Bonds			
1/1/2020	1,718				0					1,718	1/31/2020
2/1	1,718				0					1,718	2/29
3/1	1,718				0					1,718	3/31
4/1	1,718			1,444	0				3,163	-	4/30
5/1	3,163			5,055	0				8,218	-	5/31
6/1	8,218			722	1	(1,549)	(578)	(2,150)	4,664	-	6/30
7/1	4,664				0				4,664	-	7/31
8/1	4,664				0				4,664	-	8/31
9/1	4,664				0				4,665	-	9/30
10/1	4,665			1,281	0				5,946	-	10/31
11/1	5,946			4,483	0				10,430	-	11/30
12/1	10,430			640	1	(4,299)	(2,678)	(2,440)	1,653	-	12/31
1/1/2021	1,653				0				1,653	-	1/31/2021
2/1	1,653				0				1,654	-	2/28
3/1	1,654				0				1,654	-	3/31
4/1	1,654			1,449	0				3,103	-	4/30
5/1	3,103			5,071	0				8,174	-	5/31
6/1	8,174			724	1	(1,482)	(548)	(1,401)	5,468	-	6/30
7/1	5,468				0				5,468	-	7/31
8/1	5,468				0				5,469	-	8/31
9/1	5,469				0				5,469	-	9/30
10/1	5,469			1,285	0				6,754	-	10/31
11/1	6,754			4,497	1				11,252	-	11/30
12/1	11,252			642	1	(4,482)	(2,543)	(3,281)	1,589	-	12/31

Wenatchee School District No. 246

TAX IMPACT ANALYSIS

Bond Authorization Amount: \$115,000,000

Estimated 2018 Bond Tax Rate Increase over 2017 Tax Rate  
(per \$1,000 assessed value): \$1.90

Assessed Value of Property	Gross Property Tax Increase for Bonds	Monthly Gross Increase	Monthly Net Tax Increase from Bonds After Allowing for Income Tax Deduction				
			Federal Income Tax Bracket				
			25%	28%	33%	35%	39.6%
\$100,000	\$190.00	\$15.83	\$11.88	\$11.40	\$10.61	\$10.29	\$9.56
150,000	285.00	23.75	17.81	17.10	15.91	15.44	14.35
200,000	380.00	31.67	23.75	22.80	21.22	20.58	19.13
250,000	475.00	39.58	29.69	28.50	26.52	25.73	23.91
300,000	570.00	47.50	35.63	34.20	31.83	30.88	28.69

*NOTE:* Qualified homeowners may apply for a senior exemption. Please contact the Chelan County Assessor for details at (509) 667-6365.

TOTAL DEBT CAPACITY ANALYSIS

2016 Bond Assessed Value	\$3,891,512,467
Statutory Capacity Rate	5.000%
Total Statutory Capacity	\$194,575,623
Less: Outstanding Voted Debt	(\$73,635,000)
Less: Outstanding Non-Voted Debt	\$0
Remaining Capacity	\$120,940,623

Projected Debt Capacity: Wen\_345\_b

Date	Assessed Valuation	Debt Capacity (5% of A.V.)	Debt Outstanding					Unused Capacity	
			Prior Debt	2017 Issue	2018 Issue	2019 Issue	Total Debt	Amount	Percent
1/1/2016	\$3,891,512	\$194,576	\$73,635	\$0	\$0	\$0	\$73,635	\$120,941	62.16%
12/1/2016	3,891,512	194,576	71,635	0	0	0	71,635	122,941	63.18%
12/1/2017	4,115,375	205,769	69,500	38,335	0	0	107,835	97,934	47.59%
12/1/2018	4,197,629	209,881	67,170	33,105	38,335	0	138,610	71,271	33.96%
12/1/2019	4,281,529	214,076	64,635	30,910	35,940	38,330	169,815	44,261	20.68%
12/1/2020	4,367,107	218,355	61,885	28,810	34,980	38,265	163,940	54,415	24.92%
12/1/2021	4,454,396	222,720	58,885	26,815	33,950	37,415	157,065	65,655	29.48%
12/1/2022	4,543,431	227,172	55,620	24,945	32,840	36,500	149,905	77,267	34.01%
12/1/2023	4,634,247	231,712	52,070	23,220	31,645	35,515	142,450	89,262	38.52%
12/1/2024	4,726,879	236,344	48,220	21,690	30,370	34,450	134,730	101,614	42.99%
12/1/2025	4,821,363	241,068	44,050	20,385	29,000	33,305	126,740	114,328	47.43%
12/1/2026	4,917,738	245,887	39,585	19,320	27,540	32,070	118,515	127,372	51.80%
12/1/2027	5,016,040	250,802	34,795	18,535	25,970	30,745	110,045	140,757	56.12%
12/1/2028	5,116,308	255,815	29,655	18,050	24,295	29,325	101,325	154,490	60.39%
12/1/2029	5,218,581	260,929	24,150	17,890	22,510	27,800	92,350	168,579	64.61%
12/1/2030	5,322,900	266,145	18,230	17,890	20,805	26,170	83,095	183,050	68.78%
12/1/2031	5,429,305	271,465	11,870	17,890	19,375	24,420	73,555	197,910	72.90%
12/1/2032	5,537,838	276,892	5,050	17,890	18,245	22,550	63,735	213,157	76.98%
12/1/2033	5,648,542	282,427	0	17,095	15,995	20,545	53,635	228,792	81.01%
12/1/2034	5,761,460	288,073	0	11,280	13,600	18,400	43,280	244,793	84.98%
12/1/2035	5,876,636	293,832	0	5,575	11,040	16,115	32,730	261,102	88.86%
12/1/2036	5,994,116	299,706	0	0	8,315	13,675	21,990	277,716	92.66%
12/1/2037	6,113,945	305,697	0	0	0	11,075	11,075	294,622	96.38%
12/1/2038	6,236,171	311,809	0	0	0	0	0	311,809	100.00%

**Long Range Plan Discussed:**

Phase 5			Phase 6			Phase 7		
Bond 2035			Bond 2045			Bond 2051		
Facility Name	Project Description	Eligible State Match	Facility Name	Project Description	Eligible State Match	Facility Name	Project Description	Eligible State Match
<b>MAJOR PROJECTS</b>			<b>MAJOR PROJECTS</b>			<b>MAJOR PROJECTS</b>		
Sunnyslope EL.	Modernization / NL	2033	Lincoln EL.	Modernization / NL	2046	WHS	Modernization / NL	2053
Orchard MS	Modernization / NL	2033	Washington EL.	Modernization / NL	2046			
Pioneer MS	Modernization / NL	2034	CRLC	Modernization / NL	2046			
			WSHS	Modernization / NL	2043			
<b>Other Projects</b>			<b>Other Projects</b>			<b>Other Projects</b>		
6 years			10 years			6 years		

- Dates discussed for Levy/Bond:
  - Feb. Election – December 11<sup>th</sup> resolution
  - April Election – Feb. 26<sup>th</sup> resolution
- Best dates for passage are Feb. & April
- Feb. higher rates, 2<sup>nd</sup> April, 3<sup>rd</sup> Nov. then 4<sup>th</sup> Aug. - as far as passing averages
- Bond 60%, makes a difference
- Discussion on %'s that pass and fail history – years that have passed higher rate
- Meeting with Facility Committee this week, will discuss all options and make a recommendation to the board
- Talk about Technology Levy, M&O Levy and then where do we put the Bond election
- Discussion on communication techniques to the public – get our messages out
- Discussion of board's opinion on how to approach this
- Summary of voting history, giving board an idea of what to expect, in comparison of state averages
- A lot of good things going on in the district, we need to communicate what we are doing
- The charts Mr. Carlson and David Zeitlin are using are in the Facilities Booklet given to the board tonight:  
(On file for review)  
"Facilities Report to the Wenatchee School Board From The Citizens' Phase 2 Facility Planning Committee"  
The board thanked Mr. Carlson.

**VII. Strategic Plan & SCHOOL BOARD SELF-ASSESSMENT PRIORITIES & Thought Exchange**

**Supt. Flones gave a summary and - Review of three documents:**

- STRATEGIC PLAN – 4 Strategies & 16 Objectives – 3 Year Benchmarks
  - Booklet and live online plan in moodle for link (suggested to keep changes in the doc so board can reference) Green language has been completed in doc.
- Three Inter-locked Circles – Board, Cabinet & Community
- Board Self-Assessment & Summary:

**What is the board's role in the four guiding strategies of Wenatchee Learns?**

**ACTIONS** reflect what the board will DO to support each strategy

**1. Design the personalized learning system of the future**

- Needs to be a frame of reference or lens through which we view all of our work
- Board decisions should be linked to the appropriate strategy to show how they impact goals; this would also help the board prioritize issues and resources
- More focused with measurable, targeted goals (ends)
- Find appropriate balance between caution not to be overly ambitious and make too many changes at once with the need to define solid benchmarks/outcomes
- Progress has been made in the areas where defined outcomes have been clear
- The board needs feedback on whether the decisions/policies it makes are yielding desired results; if not, there needs to be an opportunity to review and adjust in a timely manner
- Staffing and facilities changes require the board's/superintendent's fiscal management and budgeting decisions
  - Changing school schedules and investing in early learning are two examples of the potential need for different resources.

**ACTIONS:** Creating a Data Dashboard that contains meaningful data points will help the board monitor progress in the district. Keeping the dashboard at the forefront in making decisions and allocating resources will help align board decisions with district goals.

**2. Tap the power of our whole community**

- The board has worked with the superintendent to develop deep engagement with the community through:
  - Wenatchee Learns
  - Wenatchee Connects – creating partnerships with business community
  - Reaching out to the Latino community and building relationships, including through Spanish radio
  - Interagency agreements
  - Individual board connections with business community, community members and groups, Chamber of Commerce and other organizations

- ACTIONS:**
1. Leverage board members' unique roles and strengths to increase community connections, especially with PTA groups and parents.
  2. Determine ways the board can support the district's communication efforts so messages are consistent and the board can use its connections to expand the reach of the messages.

### 3. Use the best tools and resources to advance learning

- Provide vision for the district
- Align resources to support this goal
- Create policy that supports implementation and the work of the superintendent
- Ask questions and stay informed about best practices:
  - What curriculum best supports academic goals?
  - Are we offering innovative and flexible practices such as blended learning?
  - How can we shape our K-12 district to become competency-based?
  - What does research show is working?

**ACTIONS:** Exercise boldness and courage to support the future of education. Be knowledgeable about the "big ideas" in education and willing to consider change when warranted

### 4. Balance change for all with excellence for all

- Wenatchee Learns is a big change; be aware of capacity for district to change and balance that capacity with the urgency for change
- Must remain adaptable to change while staying laser-focused on the core goals
- Wenatchee School District is large enough to have sufficient resources for the work while being small enough to affect meaningful, lasting change.

**ACTIONS:** 1. Be clear and firm in its vision.  
2. Highlight and celebrate all paths to success for students.  
3. Reduce the "busy work" to focus on the work that supports the core goals.  
4. Define and expand what "college and career readiness" means.

### Creating a Cohesive Team:

Two areas were identified where the board wants to invest time and effort to create a more cohesive board/superintendent team.

#### 1. New board member orientation:

The board expressed a desire to improve its orientation process by using available tools and formalizing the process. Ideas for achieving this include:

- Following a checklist or timeline for board member orientation
  - WSSDA will provide examples of a 30/60/90/120 day plan
- Find ways to share the history of the school district and the board, including "where we've been, how we got here"
  - Rotary employs a checklist for new members being inducted, including breakfast with a Rotarian to impart history of the club
- Orientation needs to include:
  - History, district traditions and formative events/issues
  - Strategic Plan/Wenatchee Learns
  - Current practices and protocols
    - What are the different types of meeting?
    - What are the topics covered and norms/formats of each meeting type?
    - How do we bring up topics or questions for discussion?
  - Insight from other board members
  - Role of the board and superintendent
  - Data dashboard
  - Policies
  - Talking with experts in the district (financial, student achievement, communications)
  - Different types of meetings and what is appropriate for each
    - The format of each type of meeting
    - How to bring up topics for discussion
  - Board protocol or guidelines on how to work together as a team
  - District and board communication protocol (how to respond to parent or community concerns, media communications, etc.)
  - Regular short work session throughout the first year to provide opportunities for questions and discussions to form the new team
- Assigning a board mentor to each new board member

#### 2. Creating opportunities for board members to create connections and develop a dynamic team

- Intentionally create opportunities for board members to interact with each other in more casual settings
  - Board dinners before or after business meetings
- Attend conferences and educational events together
  - WSSDA's Annual Conference in November
  - NSBA's Annual Conference in April
  - WSSDA fall and spring regional meetings
  - ESD meetings and events
- Hold annual board retreat in addition to participation at the Leadership Advance
  - Possibly around end-of-year review or in conjunction with Leadership Advance
  - Getting out of town (possibly Leavenworth) allows board to get away from other pressures and focus on issues and goals together without interruption.

**Focus on update on objectives** – Discussion of what the board liked about the connections between Learning and assessments and PBIS.

- Board can support the district communications efforts – District Communication Team, Jon DeJong's, Ron Brown, Teri Fink and Diana Haglund and Supt. Flonas.
- Details of communication efforts and mediums used
- More discussion about general communication of what is going on in the classroom

Supt. Flonas shared the three inter-locked circles of the Board/Cabinet and Community as above and follows:

#### **WL STRATEGIES/BENCHMARK - OBJECTIVES CABINET PRIORITIES**

Supt. Flonas gave details of the following:

##### **SUPERINTENDENT:**

- Phase 2 Capital Project Bond & Replacement Maintenance & Operations Levy
- Capital Technology Plan and future funding
- Early Learning Initiative
- Community Collaboration Partnership – District Learning Team

Jon DeJong covered these areas:

##### **DEPUTY SUPERINTENDENT:**

#### **COMMUNITY/STAKEHOLDER PRIORITIES**

##### **OUR VALLEY'S VISION – WHAT NEXT**

**Wenatchee was asked to be a lead partner on three specific action items:**

- Establish a technology institute to provide technical training and career pathways for high school students
- Foster stronger connections between local businesses and classrooms creating enriching opportunities for students to experience real world applications of classroom learning
- Finance and construct new school facilities
- Determine ways the board can support the district's communication efforts

**Use the best tools & resources to advance learning**

- Exercise boldness & courage to support the future of education

**Balance change for all with excellence for all**

- Be clear & firm in its vision
- Highlight & celebrate all paths to success for students
- Reduce the “busy work” to focus on the work that supports the core goals
- Define & expand what “college & career readiness” means
- District Communication Team - developing & implementing a communication plan using media platforms to inform the public of district initiatives and accomplishments
- Facilitate STEAM Steering Committee with the goal of incorporating STEM/STEAM K-12
- Support building principals/directors - reviewing & implementing new schedules or programs that promote personalized learning
- Facilitate the development of District Indistar Plan
- Work on the development of a district data dashboard

Jodi Smith Payne, Assist. Supt. Learning & Teaching covered the following:

**LEARNING & TEACHING:**

- PBIS implementation – Engagement Challenge
- District system for professional learning
- Support for curriculum adoption and implementation
- Implementation of Science standards – Salmon project at 3<sup>rd</sup> grade
- Introduction of project-based learning at elementary
- Continued development of district assessment system
- Principal support at 4 schools

Les Vandervort covered the following:

**FISCAL SERVICES:**

- | Maintenance & Operations Levy
- | Capital Projects Bond
- | Compare Actual to Funding Staffing

Lisa Turner, Executive Director of HR, was at a training so Jon DeJong gave a summary of the following:

**HUMAN RESOURCE SERVICES:**

- | Implementation of HR direct communication system
- | Implementation of Employee Recognition programs - GEM Award
- | Managing Substitute Availability
- | Bargaining Teacher Contract
- | Implement a consolidate software program for all PD
- | Expand training opportunities for classified staff

Supt. Flonex filled in for Mark Helm, Executive Director of Student Services:

**STUDENT SUPPORT SERVICES:**

- | Career Cruising for the Class of 2020 (current Freshmen)
- | Supporting Newbery, Pioneer, and WSHS in the use of CC to increase parent engagement/involvement
- | Support in creating the District Safety and Security plan along with Building plans
- | Support in the implementation of the Language Access Plan
- | Providing Restraint Training for Administrators
- | 504 Process Clean-Up incorporating state of the art programs and technology in needed locations to meet the demands of a growing population

**RECOGNITION OF Assist. Supt. Jodi Smith Payne, National GLAD Administrator of the Year.**

**THOUGHT EXCHANGE Results:**

**STRENGTHS:**

- | *Quality Teachers & Staff*
- | *Leadership & Admin*
- | *Career & Experiential Learning*
- | *Academics & Programming*
- | *Professional Development & Collaboration*

**THINGS TO IMPROVE ON**

- | *Testing vs. Learning*
- | *Classroom Behavior Management*
- | *Facilities & Infrastructure*
- | *Class Sizes: Individualized Attention*
- | *Instruction & Program Delivery*

**PRIORITIES FOR THE FUTURE**

- | *Class Sizes: Individualized Attention*
- | *Facilities & Infrastructure*
- | *Testing vs Learning*
- | *Academics & Programming*
- | *Classroom Behavior Management*

Discussion:

- How we are training the teachers in the district on behavior and mental problems at the classroom level – developing expertise of coaches on PBIS so they can support the teachers
- Why do our parents think we still have problems with classroom behavior problems
- Discussion on building the expertise of PBIS, there is movement in a positive direction
- This is much better for our students, because be are changing the classroom temperature and the environment
- We introduced the Tier 2 & 3 in the last year, which gives a lot of positive adult contact
- Discussion on restorative practices – they are implemented, giving the student the opportunity to make amends
- Part of group of identified districts, *Whole Child Initiative* – Supt. Flonex and Bill Eagle attended a meeting on this – we will be able to serve our students better
- Communication Piece discussed – a plan to share out what good things we are doing, so our community stake holders are aware

- Put our information in smaller chunks so they can absorb each piece – FB (44,000 hits), Twitter, webpage, newsletters and appropriateness of information in the newsletter, difficult to turn out a huge newsletter
- Sound bites would be good, chunks of information to put out there would keep us in the forefront
- Importance of information communicated out to the public, ideas discussed
- We can bring in the Communication Team to a board meeting and discuss what we are doing and how big of a process we want to have, we only have one person covering the entire district

### VIII. Assessment Program

Supt. Flonex explained the following:

CIPP plans coming up soon for the board to look at, but we will be looking at data today, at CIPP board reviews will not be looking at data, just the plans.

- Ron Brown is now doing Learning & Teaching Technology, and now breaking out the assessment piece to Sara Hanchey, Karen Allen.
- Building a Matrix of duties
- Data Analysis position – a ton of data on student learning
- Huge process:
  - Calendars
  - Time frames
  - Instructional Goals
  - Lots of data available
  - Lots of Moving parts
  - All Assessment data available to start viewing today, at your leisure for Board Reviews and at any time
- Primary Focus today is for CIPP data, planning, here are reports to look at and refer to
- Holly McDonough and Autumn Ferguson techs, present to help board through task of getting into and navigating Illuminate Assessment program.
- Film about data confidentiality

Time spent accessing and maneuvering the site.

- DIBELS
- Wonders Test
- Big Ideas
- ELA Standards
- Building Reports
- Comparing Groups
- Who we will share with as administrators
- HSPE test
- Glossary for the acronyms

Main thing in training today is to get you to where you need to go and how to find the data you need to see.

Areas of Challenges:

- What constitutes a good measure of Achievement
- Staff professional growth
- Student growth
- Growth of plans, are they working
- Targets shown at different grade levels

All have been involved in this process: Sarah Hanchey, Ron Brown, Nancy Duffey, Holly McDonough and Karen Allen. We don't want to have any barriers for the teachers. We need to give them the tools they need.

Sarah Hanchey, Director of Curriculum, helped to guide the board through looking at the data and how to analyze it and to celebrate the good growth of the students. We have 125 more students at mastery level than at the beginning. Remember to not rush to judgment, look at all the data to see the true picture. SPA, 3-4 years to get the real data.

The board thanked Mr. Brown for his help in making this user friendly for the board. We will have another training session at a later date.

**MEETING ADJOURNED:** President Jennifer Talbot adjourned the meeting at 12:10 p.m.

\_\_\_\_\_  
President

\_\_\_\_\_  
Date \_\_\_\_\_  
Superintendent



# Wenatchee School District Regular Board Meeting

Minutes of October 25th, 2016  
WSD District Office

**Board Members Present**

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

**6:00 PM**

**Staff Present**

Brian Fiones, Superintendent  
Cabinet

**I. Regular Meeting 6:00 p.m.**

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

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

**II. Consent Agenda**

**MOTION MADE:** Laura Jaecks made the motion to approve the consent agenda.

**SECONDED:** By Robert Sealby

**DISCUSSION: None**

**PASSED UNANIMOUSLY**

**Consent Agenda included:**

**MINUTES:**

10/11/16 Regular Board Meeting

**PERSONNEL REPORT PREPARED BY:** Lisa Turner, HR Director:  
10/25/2016 personnel report: On File

**VOUCHERS PREPARED BY:**

Karen Walters, Director of Accounting: 10/25/16

General Fund

Check numbers 586860 through 587092 totaling \$500,730.71

Capital Projects Fund

Check number 587093 through 587108 totaling \$1,039,101.82

Associated Student Body Fund

Check number 587109 through 587134 totaling \$25,603.38

**1) Minutes**

**2) Personnel Report**

**3) Vouchers/Payroll**

**4) Surplus Report**

**PAYROLL:** Tammy Hubensack, Director of Payroll:  
\$6,327,355.84 for the month of October 2016

**5) Contracts**

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

**CONTRACTS:** Karen Walters, Director of Accounting - 10/25/16

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 Lees?	PO Required?
10/13/16	Renewal	No	FileWave	Software Support	\$21,289	11/1/16 - 10/31/17	Ron Brown	Yes	Yes
					Budget Code				
					0116-32-5000-000 0179-27-7000-000				
10/10/16	New	No	Seattle University	Sub-Contract Agreement for pre-employment transition strategies	\$18,200	10/1/16 - 12/31/17	Trisha Craig	Yes	No
					Budget Code				
					2100-27-7000-000				
10/05/16	Renewal	Yes	The Gordon Group	External Evaluation of 21st Century Grant (Cohort 10)	\$8,000	9/1/16 - 8/31/18	Carolyn Griffin-Bugert / Bill Eagle	Yes	Yes
					Budget Code				
					6206-27-7000-000				
10/05/16	Renewal	Yes	The Gordon Group	External Evaluation of 21st Century Grant (Cohort 12)	\$4,000	9/1/16 - 8/31/18	Carolyn Griffin-Bugert / Bill Eagle	Yes	Yes
					Budget Code				
					5205-27-7000-000				
10/12/16	Renewal	No	ThyssenKrupp	Elevator Service	\$1,572	Upon Approval	Greg Thompson	Yes	Yes
					Budget Code				
					9700-64-7000-000				
10/06/16	Revision	No	North Central Regional Library	Student Record Confidential Agreement	N/A	9/1/16 - until terminated	Ron Brown	Yes	No
					Budget Code				
					N/A				
10/04/16	Renewal	Yes	Intermountain Americorps	Americorps Member to support the After School Programs	\$7,600	10/1/16 - 8/31/17	Carolyn Griffin-Bugert / Bill Eagle	Yes	Yes
					Budget Code				
					5600-27-7000-000				

**III. Citizens Comments**

**None**



## IV. Recognitions

### Schools of Distinction – Valley Academy

- Linda McKay, Assistant Superintendent of Teaching and Learning at North Central Educational Service District, presented the School of Distinction Award to Greg Lovercamp and staff member from Valley Academy.
- Award is in its 10<sup>th</sup> year and it originates from The Center for Educational Effectiveness, the award:
  - Recognizes the highest improving schools in the state
  - Recognizes staff and students in ELA and Math
  - The data is based on 5 years of improvement
  - Only 5% of schools in the state demonstrated improvement

## V. ASB Reports

### WHS – Zachary Pope, Treasurer

- Sock drive, trying to collect 2,000 pairs of new or slightly used socks
- The talent show is currently being planned
- Welcome back assembly, the only school assembly of the year went well
- Everything is back to normal after the October 7<sup>th</sup> incident

### WSHS – Nicholas Jones

- Costume week will be held the week of October 31<sup>st</sup>
- The Plumbers Union donated \$1500 toward the annual fundraiser
- Last year's Co-President will be honored on November 2<sup>nd</sup>

## VI. Field Trip Requests

### Jodi Smith Payne, Assistant Superintendent L&T & Chris Cloke, WHS Teacher

- Chris Cloke will be taking a group of students and adults of about 20 on a trip to China during spring break. The trip is open to anyone that would like to and can meet the financial needs. The tour company has its own insurance in addition to personal student insurance. Mr. Cloke continually check the CDC website for any warning, so far there has not been any.

**Day 1: Fly overnight to China**

**Day 2: Beijing**  
 Meet your Tour Director at the airport in Beijing, the capital of the People's Republic of China. During your stay, behold the opulence of its ancient temples, palaces and gardens. Step back in time in the Forbidden City, whose grandeur is epitomized by the golden-roofed Imperial Palace. Discover the provinces of Tiananmen, the magical garden grounds of the Summer Palace. Stand in Tiananmen Square, a site of worldwide cultural significance. And finally, no trip to Beijing would be complete without an excursion to the Great Wall of China. Construction of this 5,000-mile man-made marvel, used to defend the Chinese Empire against northern invaders, began in the 13<sup>th</sup> century B.C.

**Day 3: Beijing**  
 Take an expertly guided tour of Beijing  
 Visit the Summer Palace  
 Take a dragon boat race (April-Oct)  
 Participate in a Tai lesson  
 Visit the Forbidden City  
 Visit Tiananmen Square  
 Visit a local school (if in session)  
 Enjoy an authentic Peking duck dinner

**Day 4: Backstage Beijing**  
 Travel to Deqing  
 Take a tour of the Great Wall of China  
 Participate in a tea ceremony  
 Take a historic hot-spring tour  
 Enjoy an authentic Chinese meal with Huking lanterns  
 Enjoy a free evening or  
 Attend The Legend of Kung Fu show

**Day 5: Beijing Xi'an**  
 Visit the Temple of Heaven Park  
 Fly to Xi'an, where the massive wall surrounding the city is a testament to its importance. It has served as the capital of 11 dynasties. While here, you'll follow in the footsteps of Silk Road traveler Marco Polo. Visit the life-size sculptures known as the Terracotta Warriors, which were created to protect the tomb of Emperor Qin Shi Huangdi, founder of the Qin Dynasty. Of these 8,000 models, no two are alike.  
 Take a side ride on the ancient City Wall

**Day 6: Xi'an**  
 Take an expertly guided tour of Xi'an  
 Visit the Terracotta Warriors  
 Enjoy a free evening or  
 Attend a Tang Dynasty show with dinner

**Day 7: Shanghai**  
 Fly to Shanghai and discover a new point of ancient custom and modern technology. Once considered the "Wall Street of the East," the Bund is a vibrant promenade offering a postcard-perfect view of Shanghai's famous skyline. During your stay you'll ascend to the observation deck of the Shanghai World Financial Center and also see the Jade Buddha Temple. Sculpted out of white jade, these Buddha's were brought from Burma by a Chinese monk in the last century. One portrays Buddha experiencing Enlightenment; the other his transcendence into Nirvana. Stroll past golden ponds and admire classical Chinese landscape in the Yu Gardens. Before you depart, pick up a souvenir along colorful Nanjing Lu or Nanjing Road.  
 Visit Shanghai World Financial Center  
 Enjoy free time on the Bund  
 Attend a Chinese acrobatics show

**Day 8: Shanghai**  
 Take an expertly guided tour of Shanghai  
 Visit Jade Buddha Temple  
 Visit Yu Yuan Gardens  
 See Nanjing Lu  
 Day 9: Depart for home

**9-DAY TOUR EXTENSION**

**Day 8: Hong Kong**  
 Fly to Hong Kong  
 Watch "A Symphony of Lights" from the Avenue of Stars  
 Take a ride on the Star Ferry

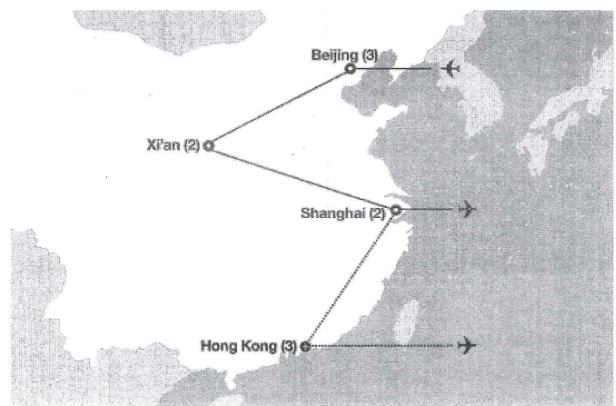
**Day 10: Hong Kong**  
 Take an expertly guided tour of Hong Kong:  
 Aberdeen, Repulse Bay  
 Take the Peak Tram up to Victoria Peak  
 Visit Stanley Market  
 Enjoy a Dim Sum tasting

**Day 11: Hong Kong**  
 Full day to see more of Hong Kong or  
 Visit Lantau Island

**Day 12: Depart for home**

**TOP THREE THINGS I WILL SEE, DO, TRY OR EXPLORE**

1.



**MOTION MADE:** Laura Jaacks made the motion to approve the field trip request to China as presented.

**DISCUSSION:** None

**SECONDED:** By Claudia De Robles

**PASSED Unanimously**

### Sheena Zacherle, WSHS Teacher

- WSHS Leadership Club (three students) will be flying to Washington D.C. to attend the Job for America's Graduates Student Leadership Conference. Student's will be attending leadership workshops as well as competing. The trip was fully funded by the Junior Service League and grant money.

**MOTION MADE:** Claudia De Robles made the motion to approve the field trip request to Washington D.C. as presented.

**DISCUSSION:** None

**SECONDED:** By Walter Newman

**BD. MINUTES 10/25/16**

Page 2 of 6

**VII. Wenatchee Learns Strategies**

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

*Objective 4.1 Continuous Improvement of Service Quality*

Policy 2170 – Second Reading – Dennis Conger, CTC Director

- The language in the RCWA 28A700.070 uses the word ‘shall’ rather than will. Recommendation is to approve the policy as written.
- The legislature mandated OSPI and CTE to create state approved frameworks that should be automated course equivalency because they have all the subject standards and vetted by the state school board.
- Jeniffer Talbot commented to approve the policy for now and adjust it in the future if needed.

**MOTION MADE:** Laura Jaecks made the motion to approve Policy 2170 as presented.

**DISCUSSION:** None

**SECONDED:** By Robert Sealby

**PASSED Unanimously**

*Objective 4.1 Continuous Improvement of Service Quality*

District Learning Improvement Team Update – Brian Fiones & Kris Cameron, WenEA President

- At opening day Brian Fiones presented on developing a new collaborative structure to improve communication and improving the school system and learning for students. The Learning Improvement Team has been working with TURN representatives and the Center for Educational change. The team is excited about the work being done and the direction the team is headed.
- How does the district share information with the schools and how does the district communicate? The district LIT has worked with a foundational document that focuses on the purpose and believes as well as the districts role and responsibility. The team is there to listen and learn about how things are working in the system and how it can support building LIT.
- The District will hold a training with the building LIT to identify their work, role and responsibilities and identify how to help make the building team more successful. The district team will also have Listening and Learning Tours by attending 4 schools and meeting with small groups by grade level or subject area and identify ways to help.
- Create a culture of listening together; listen for themes and all staff (certificated and classified). Goal is to make conversations accessible to all on Goggle Drive where information will be stored and available at all times. The Vision is for someone to send out to all staff the information of the meetings with a link to the meeting minutes every couple of weeks. Each team would have a profile of the groups so they would be able to see who is on the team and where they meet so that the members are accessible.
- A team will be attending the TURN conference in Portland. Wenatchee is one of many teams around the country that have joined the team as well as other districts in the state as well from Oregon and California.

*Objective 4.2 Sound Fiscal & Resource Management*

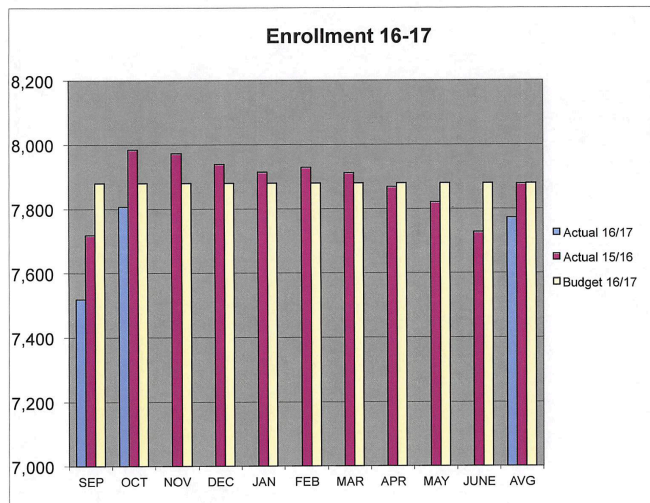
October Enrollment Report – Les Vandervort, Chief Financial Officer

- Based on the last count, enrollment was down by about 100 FTE. State funds are based on December counts.
- Wenatchee High School currently is around 1800 students and running start numbers are higher than normal.
- If the decrease of enrollment becomes a trend, it is something the district will need to look at. However class size numbers are moving in the right direction.
- Les Vandervort will try to have the next count report for the first December meeting.

WENATCHEE SCHOOL DISTRICT NO. 246  
Monthly Average FTE Enrollment 2016-17 School Year

GRADE	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	2015-16		
											AVERAGE	BUDGET	AVG to BUD DIFFERENCE
1/2 Day KINDERGARTEN	0.00	0.00									0.00	0	0.00
All-day Kinderga	507.00	520.51									513.76	584	-70.25
FIRST	575.03	576.03									575.53	591	-15.47
SECOND	558.00	560.00									559.00	595	-36.00
THIRD	569.76	568.71									569.24	587	-17.77
FOURTH	535.89	538.89									537.39	550	-12.61
FIFTH	588.07	597.07									592.57	593	-0.43
SIXTH	542.51	544.51									543.51	535	8.51
SEVENTH	570.71	573.71									572.21	554	18.21
EIGHTH	530.36	532.34									531.35	530	1.35
NINTH	586.36	588.73									587.55	590	-2.45
TENTH	620.88	614.48									617.68	630	-12.32
ELEVENTH	503.90	504.81									504.36	495	9.36
TWELFTH	456.77	459.20									457.99	515	-57.02
Kindergarten	507.00	520.51	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	513.76	584	-70.25
GRADES 1-5	2826.75	2940.70	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2833.73	2916	-82.28
GRADES 6-8	1643.58	1650.56	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1647.07	1619	28.07
GRADES 9-12	2167.91	2167.22	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2167.57	2230	-62.43
K-12 Subtot	7145.24	7178.99	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7162.12	7,349	-186.88
Running Start		218.01									218.01	155	63.01
Open Doors	71.00	83.73									77.37	135	-57.64
Alternative	303.79	326.27									315.03	241	74.03
TOTAL	7,520.03	7,807.00									7,772.52	7,880	-107.48

WENATCHEE SCHOOL DISTRICT NO. 246													
Yearly Average FTE Enrollment 2004-05 to Present													
GRADE	2004-05	2005-06	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17
KINDERGARTEN	281.17	294.44	325.23	256.86	116.96	122.84	112.17	133.51	116.35	76.00	80.90	20.80	0.00
ALL DAY KINDER				79.00	323.67	337.56	345.67	363.68	335.50	437.61	429.60	533.21	513.76
FIRST SECOND	597.44	551.22	583.11	639.86	591.49	571.00	587.64	542.76	617.63	575.55	620.01	596.50	575.53
THIRD	541.56	576.22	546.18	582.82	614.54	585.44	550.85	563.55	541.33	613.44	557.85	581.99	559.00
FOURTH	502.93	532.89	577.61	517.25	576.33	618.96	588.12	545.74	549.19	566.04	606.64	547.60	569.24
FIFTH	583.44	493.07	522.99	574.31	529.02	569.18	614.14	576.66	536.59	546.98	571.30	593.90	537.39
SIXTH	553.03	593.47	486.97	531.43	578.29	536.22	560.76	607.33	573.57	544.19	560.36	539.50	592.57
SEVENTH	550.39	557.45	620.13	510.27	559.34	622.04	549.62	590.30	649.06	589.00	543.32	554.94	543.51
EIGHTH	589.08	560.45	548.39	612.88	516.99	576.10	617.67	545.57	606.48	654.62	584.36	528.73	572.21
NINTH	611.02	588.62	554.19	539.08	613.53	539.12	574.79	625.61	552.01	620.59	644.19	584.41	531.35
TENTH	726.00	773.57	651.42	604.75	599.07	630.85	561.78	584.60	652.18	548.75	619.92	622.99	587.55
ELEVENTH	487.57	504.76	620.21	596.66	569.28	548.37	611.61	545.59	570.70	620.98	553.04	599.52	617.68
TWELFTH	534.76	488.48	524.59	569.84	527.16	591.15	593.50	625.30	562.71	568.94	573.12	536.48	504.36
Total K-12	355.74	378.50	384.40	465.71	511.17	674.92	690.73	659.13	665.68	583.40	594.84	543.74	457.99
KINDERGARTEN	281.17	294.44	325.23	335.86	440.63	460.40	457.84	497.19	451.85	513.61	510.50	554.01	513.76
GRADES 1-5	2780.40	2746.87	2716.86	2845.67	2889.67	2880.80	2901.51	2836.04	2818.31	2846.20	2916.16	2859.49	2833.73
GRADES 6-8	1750.49	1706.52	1722.71	1662.23	1689.86	1737.26	1742.08	1761.48	1807.55	1864.21	1771.87	1668.08	1647.07
GRADES 9-12	2104.07	2145.31	2180.62	2236.96	2206.68	2445.29	2457.62	2414.62	2451.27	2322.07	2340.92	2302.73	2167.57
Total K-12	6916.13	6893.14	6945.42	7080.72	7226.84	7523.75	7559.05	7509.53	7528.98	7546.09	7539.45	7384.31	7162.12
Running Start	82.79	96.61	101.59	86.18	128.56	140.00	138.52	138.34	133.51	125.55	172.90	155.49	218.01
Skill Source/Open Door										89.23	89.98	101.14	77.37
Alternative												253.49	315.03
TOTAL	6998.92	6989.75	7047.01	7166.90	7355.40	7663.75	7697.57	7647.67	7662.49	7760.87	7802.33	7894.43	7772.52
Percent Change		-0.1%	0.8%	1.7%	2.6%	4.2%	0.4%	-0.6%	0.2%	1.3%	0.5%	1.2%	-1.5%



### Strategy Three – Use Best Tools & Resources to Advance Learning

#### Objective 3.4 Facility the Optimizes Learning

##### 1) Lydig Change Order#10 – Gregg Herkenrath, Director of Facilities

- Change order #10 includes 17 added changes and 3 deductive changes to the construction project at Lincoln Elementary. Ten changes were owner requests, six were contract related to construction and three for unforeseen conditions and one required by the City. Bringing the total amount to \$20,957,489.
- The unforeseen conditions were due to bad soils; sewer line at the footing and roof deck framing was not nailed.

**Original Construction Contract Amount** \$19,445,406.00

#### Current Change Order

Change Order No 10 \$33,162.00

#### Total Change Orders

Change Order 1 thru 10 \$1,512,083.00

Contract Amount including this Change Order \$20,957,489.00

**MOTION MADE:** Laura Jaecks made the motion to approve change order #10 as presented

**DISCUSSION:** None

**SECONDED:** By Walter Newman

**PASSED Unanimously**

#### Citizens Facilities Committee – Phase 2 Capital Bond Recommendation Update, Brian Flones, Superintendent

- The Facilities committee last meeting looked at the assessed value related to the bond for taxpayers. Identified that the technology bond needs to be looked at a later time. It also looked at how the district gets information and feedback from the community.
- Les Vandervort presented the levy information worksheet with scenarios of what 2%, 3% and 4% would look like. The current bond is at about 5.5 million a year that gets accessed; with a 115 million bond the estimate 10.4 million dollar annual debt service increasing every year there after.
  - 3% is relatively conservative. Traditionally the district has done 3% on the levy.
  - The data presented was put together by Piper Jeffrey based on the current bond payout rates and the numbers are only preliminary.
  - Interest rates are still in a good place.

WENATCHEE SCHOOL DISTRICT  
LEVY INFORMATION

Assessed Value % Increase	Assessed Value Year	Assessed Value	Levy Collection Year	Bond Debt		% M&O Levy Increase	M&O Levy Total \$	M&O Levy rate per \$1,000	Total Bond & Levy rate per \$1,000	
				Bond Debt Service \$	rate per \$1,000					
11.170%	1997	\$1,845,235,028	1998	\$2,896,910	1.57		\$5,613,012	3.05	4.62	
7.983%	1998	\$1,982,534,167	1999	\$3,322,334	1.67	4.02%	\$5,838,558	2.93	4.60	
2.074%	1999	\$2,033,867,676	2000	\$3,474,012	1.71	11.26%	\$6,496,011	3.19	4.90	
1.422%	2000	\$2,062,784,325	2001	\$3,575,005	1.73	4.00%	\$6,756,011	3.28	5.01	
3.660%	2001	\$2,138,287,583	2002	\$3,832,012	1.79	4.00%	\$7,026,007	3.29	5.08	
4.915%	2002	\$2,243,379,828	2003	\$5,600,017	2.50	0.16%	\$7,037,011	3.14	5.63	
1.154%	2003	\$2,269,263,685	2004	\$5,800,000	2.56	8.00%	\$7,600,000	3.35	5.90	
3.124%	2004	\$2,340,144,534	2005	\$5,800,000	2.48	8.00%	\$8,208,000	3.51	5.99	
5.928%	2005	\$2,478,864,451	2006	\$5,800,000	2.34	4.00%	\$8,536,000	3.44	5.78	
16.193%	2006	\$2,880,278,589	2007	\$6,000,000	2.08	4.01%	\$8,878,000	3.08	5.17	
2.176%	2007	\$2,942,948,843	2008	\$2,600,000	0.88	4.00%	\$9,233,000	3.14	4.02	
3.705%	2008	\$3,051,888,421	2009	\$2,600,000	0.85	4.00%	\$9,602,000	3.15	4.00	
13.529%	2009	\$3,464,898,829	2010	\$2,500,000	0.72	3.00%	\$9,890,000	2.85	3.58	
6.728%	2010	\$3,698,014,216	2011	\$2,500,000	0.68	3.00%	\$10,187,000	2.75	3.43	
-1.199%	2011	\$3,653,658,521	2012	\$2,400,000	0.66	2.99%	\$10,492,000	2.87	3.53	
-4.317%	2012	\$3,495,912,633	2013	\$2,400,000	0.69	3.34%	\$10,842,346	3.10	3.79	
-2.977%	2013	\$3,391,032,610	2014	\$2,400,000	0.71	3.00%	\$11,165,215	3.29	4.00	
6.928%	2014	\$3,626,831,515	2015	\$5,415,233	1.49	3.00%	\$11,497,707	3.17	4.66	
7.298%	2015	\$3,891,512,000	2016	\$5,418,489	1.39	3.00%	\$11,860,828	3.05	4.44	
5.753%	2016	\$4,115,375,000	2017	\$5,512,000	1.34	3.00%	\$12,163,000	2.96	4.29	
2.000%	2017	4,197,882,500	2018	5,512,000	1.31	3.00%	\$12,527,890	2.98	4.30	
2.000%	2018	4,281,636,150	2019	10,422,000	2.43	3.00%	\$12,903,727	3.01	5.45	
2.000%	2019	4,367,288,873	2020	10,716,000	2.45	3.00%	\$13,290,839	3.04	5.50	
2.000%	2020	4,454,614,250	2021	11,024,000	2.47	3.00%	\$13,689,564	3.07	5.55	
3.000%	2017	4,238,836,250	2018	5,512,000	1.30	3.00%	\$12,527,890	2.96	4.26	
3.000%	2018	4,366,001,338	2019	10,422,000	2.39	3.00%	\$12,903,727	2.96	5.34	
3.000%	2019	4,496,381,378	2020	10,716,000	2.38	3.00%	\$13,290,839	2.96	5.34	
3.000%	2020	4,631,890,819	2021	11,024,000	2.38	3.00%	\$13,689,564	2.96	5.34	
4.000%	2017	4,279,990,000	2018	5,512,000	1.29	3.00%	\$12,527,890	2.93	4.21	
4.000%	2018	4,451,189,600	2019	10,422,000	2.34	3.00%	\$12,903,727	2.90	5.24	
4.000%	2019	4,629,237,184	2020	10,716,000	2.31	3.00%	\$13,290,839	2.87	5.19	
4.000%	2020	4,814,406,671	2021	11,024,000	2.29	3.00%	\$13,689,564	2.84	5.13	
4.762%	average AV increase 1998 thru 2017								3.13	4.62

- Brian Flones asked for direction from the board regarding if the District should run the Bond and the levy together in April, the assessed value rate that the board is comfortable with for the M&O levy and the bond and timeline to get feedback from the community.
- Before the board makes a decision on the resolution it needs to get feedback from the community. The start is through the newsletter that will go out in November with the facilities committee recommendations, INSIDE Wenatchee Schools Special Edition 4-6 pages with the committee recommendations and projections and Thoughtexchange. As well as community presentations, Video clips taking about specific parts that would get posted on the district's website. The plan is get all of the mentioned by the end of November.
- WSU Social and Economics Research survey has been used in the past which provided a reliable report back. Takes about 4-6 weeks and the survey will not be as long. Would like to get the newsletter out prior to the survey.
- Terri Fink and Diana Haglund will be meeting with North40 Productions to create 2-3 minute clips to talk about the projects and the needs.

**MOTION MADE:** Laura Jaecks made the motion to assume an assessed value increase of 3% each year to calculate the rate per \$1,000 for both the Maintenance & Operation levy and the bond.

**DISCUSSION:** None

**SECONDED:** By Robert Sealby

**IN FAVOR:** Robert Sealby, Laura Jaecks, Claudia De Robles, Jennifer Talbot

**OPPOSED:** Walter Newman

**MOTION MADE:** Walter Newman motion to combine the bond and levy in April 2017.

**DISCUSSION:** None

**SECONDED:** By Claudia De Robles

**PASSED Unanimously**

- The recommendations voted on can always be adjusted but it will allow moving forward with the conversations and community information.

**MOTION MADE:** Robert Sealby motions to have a 3% increase on the Maintenance and Operation levy each year for the four (4) years of the levy.

**DISCUSSION:** None

**SECONDED:** By Walter Newman

**PASSED Unanimously**

**VIII. Board Communication**

- Laura Jaecks is concerned about the number of people that have expressed concern about the 4x4 schedule and concerned about responding in a fashion that will make people feel like they are not being listened to. What are ways to get people involved to make suggestions.
- Brian Flones informed the board of the plan moving forward. Which includes:
  - A parent meeting, Mr. Anderson is taking the information very seriously.
  - Bringing someone from AWSP who has extensive background on school schedules and focuses on equity.
  - Establish a common ground.
- Jennifer Talbot shared a copy of the agenda from the WSSDA regional meeting. The meeting

covered legislator updates, informative presentation from Camille Jones from the Quincy School District and updates and information from OSPI and the State Board of Education.

- Washington Elementary and Castlerock dedication is on Tuesday October 27<sup>th</sup>. Program will begin at at 5:30 – 6:15 p.m. and tours afterwards.

**IX. Superintendent’s Report**

- Superintendent Brian Fones has followed up with parents who had concerns with Dyslexia and has followed up with Trisha Craig, the Director of Special Education. It was confirmed that the district is following all the rules and protocols.
- Initial misunderstanding but areas of improvement were identified.
  - Staff cannot make the determination – a physician can only make the determination. There are FERPA rules associated with that.
  - There is a need for more trainings and alert systems.
- Walter Newman identified that the parents did not want the students to be labeled, they want to use OSPI collective label that included dyslexia.
- Lindee Akers will contact parents for a follow up meeting.

**XI. Executive Session**

**EXECUTIVE SESSION:** Open meeting adjourned into the executive session at 7:42 p.m. The Board President, Jennifer Talbot read the following statement.

The school board will enter into executive session in accordance with board policy 1410 and RCW 42.30.110. Section A: To discuss with legal counsel consider the selection of a site or the acquisition of real estate by lease or purchase.

The meeting is expected to last 45 minutes and no action will be taken.

**OPEN SESSION:** The meeting was reconvened in open session – 8:30 p.m.

**X. Adjournment**

**MEETING ADJOURNED:** President Jennifer Talbot adjourned the meeting at 8:35 p.m.

\_\_\_\_\_  
President

\_\_\_\_\_  
Superintendent

\_\_\_\_\_  
Date

**WENATCHEE SCHOOL DISTRICT NO. 246**  
**November 8, 2016**

TO: **BOARD OF EDUCATION**

FROM: Brian L. Flonas, Superintendent

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

SUBJECT: PERSONNEL REPORT

**APPOINTMENTS**

We ask the Board to appoint:

Classified:

- Carrie Bock: Para for .25 hrs/day at NYB, effective October 12, 2016;
- Samantha Fraley: Sped Para for 6 hrs/day at WSHS/WHS, effective October 17, 2016 through June 9, 2017;
- James Jennings: AVID Tutor at WSD, effective September 16, 2016 through June 12, 2017;
- Yesenia Perez: ASP Staff/Tutor at OMS, effective October 19, 2016 through August 30, 2017;
- Karyn Pierre-Louis: ASP Activity Instructor at Multiple Locations, effective October 19, 2016 through August 30, 2017;
- Rebecca Rolfs: Para Ed for 3.2 hrs/day at WHS, effective October 24, 2016;
- Shelby Saddler: ASP Activity Instructor at Multiple Locations, effective October 10, 2016 through August 30, 2017;
- Shaye Simmons: ASP Staff/Tutor at LNC, effective October 18, 2016 through August 30, 2017;
- Anahy Snyder: Para Ed for 3.25 hrs/day at SS, effective October 17, 2016;
- Mary Thresher: ASP Activity Instructor at Multiple Locations, effective October 17, 2016 through June 30, 2017;

Certificated:

- Jennifer Butcherite: Non-Continuing 0.643 FTE Library Media Specialist/Elective Teacher at OMS, effective October 14, 2016 through June 9, 2017;
- Evelyn Williams: Non-Continuing 1.0 FTE Preschool Teacher at Castlerock, effective September 9, 2016 through January 26, 2017;

**CHANGE OF STATUS**

Classified:

- Antonette Blythe: Change as Para Ed for 2.1 hrs/day to 3.1 hrs/day at Trans, effective October 3, 2016;

- Miesha Brown: Change as Para/ASP Staff/Tutor for 3 hrs/day at L&C to 6 hrs/day at WA, effective October 24, 2016 through June 9, 2017;
- Tamara Grater: Change as Para for 3 hrs/day at PIO to add AVID Tutor at WSD, effective October 20, 2016 through June 12, 2017;
- Rodger Hickok: Change as Sped Para for 6 hrs/day at WA to WA/OMS, effective October 31, 2016;
- Yadira Luna: Change from Family Advocate for 8 hrs/day to HS Secretary/Receptionist for 8 hrs/day at WHS, effective October 24, 2016;
- Sandy Morrison: Change as Bus Driver/Production Assistant for 6.5 hrs/day to a 6.75 hr/day at Trans/PIO, effective October 3, 2016;
- Gail Swain: Change as Bus Driver for 3.25 hrs/day to 3.5 hrs/day at Trans, effective October 3, 2016;

### **LEAVE OF ABSENCE**

The following employees have requested a Leave of Absence:

#### Classified:

- Danielle Bailey: Leave as Middle School Secretary for 7 hrs/day at OMS, effective December 5, 2016 through March 17, 2017;
- Laura Cornwall: Leave as Para Ed for 7 hrs/day at WHS, effective October 24, 2016 through November 17, 2016;
- Robert Leishman: Partial Leave as Elementary Lead Custodian for 4 hrs/day at LNC, effective October 20, 2016 through November 14, 2016;
- Vicki Reed: Leave as Director's Secretary for 8 hrs/day at FS, effective October 11, 2016 through December 7, 2016;
- Julie Thompson: Leave as Para Ed for 4.75 hrs/day at WA, effective September 30, 2016 through Undetermined;
- Debbie Zornes: Leave as Library Secretary for 7.4 hrs/day at PIO/WHS, effective October 20, 2016 through December 15, 2016;

#### Certificated

- Lyndsay Brewer: Leave as 1.0 FTE Occupational Therapist at Sped, effective October 19, 2016 through January 11, 2017;

### **RETURN FROM LEAVE OF ABSENCE**

#### Certificated:

- Susan Choman: Return as 8<sup>th</sup> Grade Science Teacher at PIO, effective October 10, 2016;

### **RETIREMENT**

#### Certificated:

- Andrea Brizendine: Retire as 1.0 FTE PE Teacher at WA, effective July 1, 2017;

**RESIGNATION**

Classified:

- Connie Rolfs Burnham: Resign as Library Secretary for 4.72 hrs/day at WA/MV, effective November 1, 2016;
- Victoria Mata: Resign as Sped Para for 6.25 hrs/day at NBY, effective October 31, 2016;

**RESIGNATION OF SUPPLEMENTAL ASSIGNMENT**

Mission View Elementary:

Cheryl Martinez 0.5 Choir

Pioneer Middle School:

Julie Parker LIT Member

**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:

Lewis and Clark Elementary

Eva Martinez 4<sup>th</sup> Grade LIT Team Leader  
Karen Pleas 4<sup>th</sup> Grade Math is Cool

Mission View Elementary

LeAnn Haven Choir

Washington Elementary

Brooke McAllister 4<sup>th</sup> Grade Math is Cool  
Janet Ulrich 5<sup>th</sup> Grade Math is Cool

Foothills Middle School

Leandro Anguiano Assist. Boys Basketball  
Craig Franklin 6<sup>th</sup> Grade Boys Basketball  
Mike Franza Assist. Boys Basketball  
Arlando Lara Head Boys Basketball  
Assist. Boys Basketball

Orchard Middle School

Eric Barber Assist. Boys Basketball  
Neil Spietz Assist. Boys Basketball  
Kevin VanWagner Head Boys Basketball

Pioneer Middle School

Paul Floyd Assist. Boys Basketball  
Brock Hurt LIT Member  
Scott Paine Assist. Boys Basketball



District  
Lisa Martinez  
Ron Reeves  
Erin Stitt

Imagine Learning  
Heads Up Football Trainer  
Imagine Learning



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 587241 through 587486 totaling \$440,689.83

Capital Projects Fund

Check number 587487 through 587497 totaling \$109,984.88

Associated Student Body Fund

Check number 587498 through 587531 totaling \$32,612.66

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

11-9-16

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

As of November 8, 2016, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$583,287.37. The payments are further identified in this document.

Total by Payment Type for Cash Account, AP WARRANTS:  
Warrant Numbers 587241 through 587531, totaling \$583,287.37

Secretary \_\_\_\_\_ Board Member \_\_\_\_\_  
Board Member \_\_\_\_\_ Board Member \_\_\_\_\_  
Board Member \_\_\_\_\_ Board Member \_\_\_\_\_

Check Nbr	Vendor Name	Check Date	Check Amount
587241	* WA STATE COUNCIL OF	11/09/2016	814.57
587242	4WALL LOS ANGELES INC	11/09/2016	526.65
587243	A & A MOTORCOACH	11/09/2016	21,316.30
587244	ACADEMIC ASSOCIATES LEARNING	11/09/2016	270.00
587245	AFTER HOURS PLUMB & HEAT INC	11/09/2016	251.97
587246	AG SUPPLY COMPANY	11/09/2016	124.01
587247	ALBIN-BULLOCK, JANET M	11/09/2016	174.20
587248	AMB TOOLS & EQUIPMENT	11/09/2016	714.50
587249	AMER PRINTING HOUSE FOR THE BL	11/09/2016	100.00
587250	AMERICAN PRODUCE EXPRESS, LLC	11/09/2016	7,395.40
587251	AMERIGAS	11/09/2016	654.40
587252	ANDERSON, KATHRYN E	11/09/2016	172.00
587253	ANDERSON, KIM T	11/09/2016	79.98
587254	APPLE COMPUTER INC	11/09/2016	8,161.54
587255	APPLE LAND PEST CONT HOME INS	11/09/2016	297.99
587256	APPLETON, THEA CHRISTINE	11/09/2016	19.93
587257	AVALON MUSIC INC	11/09/2016	66.40
587258	AVID CENTER	11/09/2016	17,006.00
587259	AW REHN & ASSOC INC	11/09/2016	100.00
587260	B & H PHOTO & VIDEO	11/09/2016	1,156.98
587261	BEESON, JAMES ARTHUR	11/09/2016	22.97
587262	BOWEN, PAMELA R	11/09/2016	225.12
587263	BROOKS, INGRID B	11/09/2016	466.44
587264	BROWN, TAUNYA C	11/09/2016	75.95
587265	BRYSON SALES & SERVICE	11/09/2016	2,150.57
587266	BURROWS TRACTOR INC	11/09/2016	276.79
587267	CALLOWAY HOUSE	11/09/2016	212.94
587268	CAROLINA BIOLOGICAL SUPPLY	11/09/2016	500.35
587269	CASCADE NATURAL GAS CORP	11/09/2016	4,770.76
587270	CASHMERE MAILING HOUSE	11/09/2016	581.22
587271	CASHMERE SCHOOL DIST #222	11/09/2016	655.06
587272	CHELAN DOUGLAS CO	11/09/2016	3,916.03
587273	CHIEF SUPPLY CORP	11/09/2016	238.45

Check Nbr	Vendor Name	Check Date	Check Amount
587274	CHINOOK MUSIC SERVICE INC	11/09/2016	424.65
587275	CI SPORT	11/09/2016	1,093.50
587276	CINTAS CORPORATION	11/09/2016	2,163.87
587277	CITY OF WENATCHEE	11/09/2016	7,397.87
587278	CITY TREASURER	11/09/2016	22,159.51
587279	CLARIUS LANGUAGES	11/09/2016	1,681.65
587280	CLARK SECURITY PRODUCTS	11/09/2016	564.81
587281	CLOKE, CHRISTOPHER A	11/09/2016	24.39
587282	CLOUDVIEW ECO FARM	11/09/2016	1,568.51
587283	COLEMAN OIL	11/09/2016	7,308.46
587284	COLUMBIA PAINT CO	11/09/2016	212.04
587285	COMMERCIAL PRINTING INC	11/09/2016	3,877.83
587286	COMMERCIAL TIRE	11/09/2016	340.71
587287	COMMUNITY GLASS	11/09/2016	95.34
587288	CONGDON MAILING SERVICE	11/09/2016	64.01
587289	CONSOLIDATED ELECTRICAL DISTRI	11/09/2016	1,795.15
587290	CORTES SOLORIO, EDUARDO	11/09/2016	12.06
587291	CRAFT WAREHOUSE	11/09/2016	346.83
587292	CRAIL, HEATHER DAWN	11/09/2016	36.00
587293	CUMMINS INC	11/09/2016	736.50
587294	DANAHEY FEIL, ANDREA E	11/09/2016	27.70
587295	DANFORTH, MAURA G	11/09/2016	19.09
587296	DANIELSEN, PAULA	11/09/2016	28.00
587297	DEMCO INC	11/09/2016	217.47
587298	DEPERSIO, PAMELA B	11/09/2016	37.31
587299	DEPT OF LICENSING	11/09/2016	13.00
587300	DESERT GREEN TURF INC	11/09/2016	1,233.05
587301	DEVEREAUX, PATRICIA L	11/09/2016	35.96
587302	DISCOUNT TIRE	11/09/2016	1,863.47
587303	DOH ASSOCIATES PS	11/09/2016	500.56
587304	DOTSON, BENJAMIN J	11/09/2016	132.15
587305	DSHS/OFFICE OF FIN RECOVERY	11/09/2016	305.00
587306	EADIE, KAREN R	11/09/2016	31.80
587307	ELLISON EDUCATIONAL	11/09/2016	114.71
587308	FAILURE FREE READING	11/09/2016	4,500.00
587309	FASTENAL COMPANY	11/09/2016	540.63
587310	FEIL, SCOTT R	11/09/2016	177.12
587311	FILEWAVE (USA) INC	11/09/2016	21,802.71
587312	FMS IMPREST FUND	11/09/2016	152.50
587313	FOOD SERVICE OF AMERICA	11/09/2016	83,653.95
587314	FORD, MARTHA E	11/09/2016	44.65
587315	FORUM FOR YOUTH INVESTMENT	11/09/2016	3,780.00
587316	FRANZ FAMILY BAKERIES	11/09/2016	2,233.53
587317	FRED MEYER CUSTOMER CHARGES	11/09/2016	274.83
587318	FREE SPIRIT PUBLISHING INC	11/09/2016	417.34
587319	FRODSHAM, TIFFANY KAY	11/09/2016	26.00
587320	GANDER PUBLISHING	11/09/2016	219.95
587321	GARCIA, VENESSA L	11/09/2016	13.00
587322	GARLINIS	11/09/2016	282.92
587323	GASBAR ORCHARD	11/09/2016	289.10

Check Nbr	Vendor Name	Check Date	Check Amount
587324	GAYTLEY, ALICEN	11/09/2016	120.00
587325	GEBBERS CATTLE, LTD.	11/09/2016	1,092.00
587326	GOOD SAMARITAN FIRST AID	11/09/2016	315.00
587327	GOPHER SPORT	11/09/2016	244.53
587328	GOVEIA, TERRI ANN	11/09/2016	174.00
587329	GREAT WOLF LODGE OF GRND MO	11/09/2016	248.58
587330	GRIFFIN-BUGERT, CAROLYN GAIL	11/09/2016	267.76
587331	GRIMES HORTICULTURAL	11/09/2016	150.74
587332	H D FOWLER	11/09/2016	487.20
587333	HALLBERG, DIANE L	11/09/2016	19.76
587334	HALVERSON AUTO BODY	11/09/2016	278.59
587335	HANDWRITING WITHOUT TEARS	11/09/2016	618.81
587336	HANSEN, AARON A	11/09/2016	756.21
587337	HASTINGS, ONALIESSA	11/09/2016	34.50
587338	HEALTH CARE AUTHORITY	11/09/2016	130.69
587339	HEARTLAND SCHOOL SOLUTIONS	11/09/2016	969.65
587340	HELFRICH, JOHN	11/09/2016	49.79
587341	HELM, MARK A	11/09/2016	198.00
587342	HENDERSON, MAIJA B	11/09/2016	26.24
587343	HERITAGE FOOD SERVICE GROUP	11/09/2016	132.61
587344	HILTON PORTLAND	11/09/2016	214.35
587345	HOME DEPOT	11/09/2016	1,168.85
587346	HOOD, LACY A	11/09/2016	355.36
587347	HOWARD, JENNIFER L	11/09/2016	48.00
587348	ICICLE BROADCASTING INC	11/09/2016	425.00
587349	INCLUSIVE TLC SP NEEDS LLC	11/09/2016	109.00
587350	INLAND PIPE AND SUPPLY	11/09/2016	900.29
587351	J & G DISTRIBUTING INC	11/09/2016	16,649.76
587352	JCD REPAIR LLC	11/09/2016	50.00
587353	JERRYS AUTO SUPPLY	11/09/2016	2,466.90
587354	JOHNSON, MICHELLE M	11/09/2016	15.00
587355	JOHNSON GAUKROGER SMITH &	11/09/2016	12,000.00
587356	JOHNSTONE SUPPLY INC	11/09/2016	82.07
587357	JOSTENS	11/09/2016	29.88
587358	JUNIOR LIBRARY GUILD	11/09/2016	1,158.60
587359	KALAHAR, KORY G	11/09/2016	257.12
587360	KERKER, AMY LYNN	11/09/2016	500.00
587361	KIICK, LESLIE Y	11/09/2016	67.96
587362	KIMMEL ATHLETIC SUPPLY	11/09/2016	123.11
587363	KING, ANDREW RAY	11/09/2016	84.00
587364	KING COUNTY DIRECTORS ASSN	11/09/2016	9,794.99
587365	KYLE, LAURA MAY	11/09/2016	83.04
587366	LEARNING FORWARD	11/09/2016	4,524.00
587367	LEAVENWORTH PEST CONTROL	11/09/2016	271.00
587368	LINK, ERIC	11/09/2016	9.73
587369	LITTLE CAESARS PIZZA	11/09/2016	97.56
587370	LKQ FOSTER AUTO PARTS	11/09/2016	66.67
587371	LOCAL TEL COMMUNICATIONS	11/09/2016	5,192.63
587372	LOUDEN, LYNSEY	11/09/2016	150.00
587373	LOWES HOME IMPROVEMENT	11/09/2016	265.91

Check Nbr	Vendor Name	Check Date	Check Amount
587374	MADSEN, MARYA E	11/09/2016	84.20
587375	MAGANA FARMS	11/09/2016	394.40
587376	MAGELSSSEN, IAN	11/09/2016	26.50
587377	MARSON AND MARSON LUMBER INC	11/09/2016	57.25
587378	MENDOZA, SILVIA	11/09/2016	36.97
587379	MERRIMAN, ERIC M	11/09/2016	39.83
587380	MICRO COMPUTER SYSTEMS	11/09/2016	232.15
587381	MORGAN, CONI J	11/09/2016	83.02
587382	MOTOR MART	11/09/2016	596.20
587383	MUSICIANS FRIEND INC	11/09/2016	179.85
587384	MYERS, DANIEL K	11/09/2016	113.61
587385	NASCO MODESTO	11/09/2016	49.59
587386	NATL GEOG SCHOOL PUBL	11/09/2016	123.75
587387	NCWMEA	11/09/2016	612.00
587388	NEHER, MALLORY JANE	11/09/2016	19.50
587389	NEILSON, JUSTIN R	11/09/2016	39.38
587390	NEOFUNDS BY NEOPOST	11/09/2016	2,010.00
587391	NOAH, RHONDA J	11/09/2016	148.46
587392	NOBLE, KATHLEEN BETH	11/09/2016	24.06
587393	NORTH CENTRAL ESD	11/09/2016	2,869.76
587394	NW TEXTBOOK DEPOSITORY	11/09/2016	5,421.37
587395	NW VITAL RECORDS CTR INC	11/09/2016	40.00
587396	O'REILLY AUTOMOTIVE STORES	11/09/2016	1,245.24
587397	OBANION, HEIDI A	11/09/2016	225.65
587398	OFFICE DEPOT	11/09/2016	6,670.35
587399	OLIVER, REGINA M	11/09/2016	46.00
587400	ORIENTAL TRADING COMPANY INC	11/09/2016	230.49
587401	PACIFIC SECURITY	11/09/2016	4,340.00
587402	PARKER, JULIE A	11/09/2016	210.24
587403	PARR, MAIA B KEEBLER	11/09/2016	146.38
587404	PARSONS PHOTOGRAPHY	11/09/2016	37.94
587405	PASSION PLANNER LLC	11/09/2016	137.52
587406	PATTERSON MEDICAL SUPPLY INC	11/09/2016	30.08
587407	PERKINS, DAVID D	11/09/2016	6.49
587408	PIZZA HUT	11/09/2016	111.60
587409	PLATT ELECTRICAL SUPPLY	11/09/2016	309.35
587410	PRICHARD, LUCAS ROBERT	11/09/2016	20.95
587411	PRO BUILD CO., LLC	11/09/2016	352.29
587412	PUD NO 1 OF CHELAN COUNTY	11/09/2016	4,389.74
587413	PUGET SOUND HARDWARE, INC.	11/09/2016	700.68
587414	PUSH AUTOMATED COMMERCE	11/09/2016	1,250.00
587415	PYBUS PUBLIC MARKET	11/09/2016	110.00
587416	QMS	11/09/2016	3,249.42
587417	R DIGITAL DESIGN LLC	11/09/2016	581.47
587418	R E WHITTAKER COMPANY	11/09/2016	117.00
587419	RANDY'S AUTO PARTS & TOWING	11/09/2016	1,300.45
587420	REALLY GOOD STUFF	11/09/2016	136.71
587421	REDCORT SOFTWARE	11/09/2016	125.00
587422	REEVES, ABIGAIL MARIA	11/09/2016	75.00
587423	REV.COM INC	11/09/2016	10.00

Check Nbr	Vendor Name	Check Date	Check Amount
587424	RICHERSON, KRISSY D	11/09/2016	10.93
587425	RICOH USA, INC.	11/09/2016	21,809.20
587426	RMT EQUIPMENT	11/09/2016	1,044.11
587427	ROMAINE ELECTRIC	11/09/2016	341.92
587428	ROSA, HEATHER LYNN	11/09/2016	103.79
587429	RWC GROUP	11/09/2016	42.93
587430	S & S WORLDWIDE	11/09/2016	118.04
587431	SALEM PRESS TWO UNIVER PLAZA	11/09/2016	326.04
587432	SAM ASH QUIKSHIP CORP	11/09/2016	841.23
587433	SBS FOODS, INC	11/09/2016	2,374.82
587434	SCHETKY NORTHWEST SALES	11/09/2016	1,256.17
587435	SCHOOL NUTRITION ASSOC	11/09/2016	78.00
587436	SEARS, CYNTHIA W	11/09/2016	12.04
587437	SELLERS, KEVIN M	11/09/2016	11.52
587438	SMITHSON RANCH	11/09/2016	1,483.50
587439	SOCIAL THINKING PUBL.	11/09/2016	178.72
587440	STANS MERRY MART	11/09/2016	768.45
587441	STRATEGIC STEPS	11/09/2016	1,750.00
587442	STUMPF FARMS INC.	11/09/2016	1,163.78
587443	SUPPLYWORKS	11/09/2016	41.10
587444	SWANSON, JAMES R	11/09/2016	39.10
587445	TARGET MEDIA NORTHWEST	11/09/2016	72.00
587446	THACKERAY, ZANE	11/09/2016	36.00
587447	THOUGHT BUBBLE PRODUCTIONS	11/09/2016	160.74
587448	THRAPP, JULIE K	11/09/2016	20.41
587449	THRIFTY SUPPLY CO	11/09/2016	342.88
587450	TRANSFINDER	11/09/2016	1,764.35
587451	TURNER, LISA NAOMI	11/09/2016	1,576.47
587452	UMANA, JONATHAN R	11/09/2016	28.00
587453	UNIVERSITY OF OREGON	11/09/2016	500.00
587454	UNIVERSITY OF WASHINGTON	11/09/2016	6,160.00
587455	US GAMES	11/09/2016	108.18
587456	UZBL LLC	11/09/2016	779.00
587457	VALAAS, ADELA MENDOZA	11/09/2016	28.00
587458	VALENCIA, LAURA	11/09/2016	9.50
587459	VERIZON WIRELESS	11/09/2016	546.51
587460	VOORTEX PRODUCTIONS	11/09/2016	1,950.00
587461	WA-ACTE	11/09/2016	95.00
587462	WAGNER, HARRY JONATHAN	11/09/2016	13.62
587463	WALA	11/09/2016	460.00
587464	WASTE MANAGEMENT	11/09/2016	8,792.63
587465	WASWUG	11/09/2016	275.00
587466	WCTSMA	11/09/2016	290.00
587467	WEEDMAN, TRAVIS LANE	11/09/2016	223.12
587468	WEINSTEIN BEVERAGE CO	11/09/2016	1,761.85
587469	WEN PETROLEUM CO	11/09/2016	99.44
587470	WEN SMART CHOICE P S TIRE FACT	11/09/2016	1,435.37
587471	WEN VALLEY CHAMBER OF COMMERCE	11/09/2016	550.00
587472	WEN VALLEY MUSEUM & CULTURAL C	11/09/2016	7,500.00
587473	WEN WORLD	11/09/2016	160.64

Check Nbr	Vendor Name	Check Date	Check Amount
587474	WESCO PAINT & EQUIPMENT SUPPLY	11/09/2016	309.16
587475	WEST COAST PAPER CO	11/09/2016	6,313.22
587476	WHEATLEY, JEREMY A	11/09/2016	350.00
587477	WIAA	11/09/2016	150.00
587478	WILLIAMS, DAVID WAYNE	11/09/2016	13.64
587479	WILLIAMS, JEREMY BRACHEN	11/09/2016	125.00
587480	WILSON, MICHAEL E	11/09/2016	248.74
587481	WSD	11/09/2016	52.50
587482	WSD ADMIN IMPREST	11/09/2016	189.31
587483	WSIPC	11/09/2016	10,814.85
587484	WVTSC	11/09/2016	20.00
587485	YAKSUM ORCHARD	11/09/2016	1,303.00
587486	YANEZ, CARMEN L	11/09/2016	56.32
587487	GOPHER SPORT	11/09/2016	476.88
587488	HOBBY LOBBY	11/09/2016	151.44
587489	LIFE FITNESS	11/09/2016	43,140.84
587490	LOCAL TEL COMMUNICATIONS	11/09/2016	4,326.92
587491	MICRO COMPUTER SYSTEMS	11/09/2016	3,351.76
587492	NELSON GEOTECHNICAL ASSO INC	11/09/2016	185.40
587493	PC & MACEXCHANGE	11/09/2016	695.00
587494	PLATT ELECTRICAL SUPPLY	11/09/2016	118.95
587495	SOUTHPAW ENTERPRISES INC	11/09/2016	517.00
587496	TCF ARCHITECTURE PLLC	11/09/2016	55,222.69
587497	UZBL LLC	11/09/2016	1,798.00
587498	A & A MOTORCOACH	11/09/2016	7,171.60
587499	ATHLETIC EQUIPMENT SERVICE LLC	11/09/2016	379.40
587500	BUILD IT ATHLETIX LLC	11/09/2016	1,200.00
587501	CAFFE D'ARTE	11/09/2016	363.60
587502	DEMOULIN BROTHERS & COMPANY	11/09/2016	1,023.48
587503	GO USA	11/09/2016	233.19
587504	HAGLUNDS TROPHIES	11/09/2016	1,251.21
587505	ICICLE RIVER COMPANY	11/09/2016	2,250.28
587506	JEA SAN FRANCISCO WRITE OFF	11/09/2016	60.00
587507	KIMMEL ATHLETIC SUPPLY	11/09/2016	239.35
587508	KORNEY BOARD AIDS INC	11/09/2016	1,164.70
587509	LOUDEN, LYNSEY	11/09/2016	121.47
587510	MCLEAN, EMILY	11/09/2016	182.63
587511	NANCYS PARTY RENTALS INC	11/09/2016	1,138.20
587512	NCWMEA	11/09/2016	782.00
587513	NORTH CENTRAL ESD	11/09/2016	400.00
587514	OFFICE DEPOT	11/09/2016	11.47
587515	OMNI CHEER	11/09/2016	728.88
587516	OMS ASB IMPREST	11/09/2016	227.50
587517	PARSONS PHOTOGRAPHY	11/09/2016	216.80
587518	PRO BUILD CO., LLC	11/09/2016	2,016.61
587519	R & S VENDING	11/09/2016	627.00
587520	SOUTHEASTERN PERFORMANCE APP	11/09/2016	237.54
587521	SPRINGER, JOHN	11/09/2016	102.73
587522	STONE, ROBIN	11/09/2016	205.00
587523	UNIVERSITY OF PUGET SOUND	11/09/2016	500.00



Check Nbr	Vendor Name	Check Date	Check Amount
587524	WA DECA	11/09/2016	140.00
587525	WA ST FFA ASSOC/MEMBERSHIP	11/09/2016	1,564.00
587526	WELLNESS PLACE	11/09/2016	1,018.11
587527	WEN WORLD	11/09/2016	922.48
587528	WHS ASB IMPREST	11/09/2016	50.00
587529	WHS ASB ADVANCE TRAVEL	11/09/2016	140.00
587530	WIAA	11/09/2016	5,335.55
587531	WSD	11/09/2016	607.88
291	Computer	Check(s) For a Total of	583,287.37

	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
	291	Computer	Checks For a Total of	583,287.37
Total For	291	Manual, Wire Tran, ACH & Computer	Checks	583,287.37
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	583,287.37

## FUND SUMMARY

Fund	Description	Balance Sheet	Revenue	Expense	Total
10	General Fund	-1,218.44	0.00	441,908.27	440,689.83
20	Capital Projects	-292.90	0.00	110,277.78	109,984.88
40	Associated Stude	-179.01	0.00	32,791.67	32,612.66

## November 8, 2016 Board Meeting

### Submission Summary Form for District Contracts

Submit **unsigned** contracts to Les Vandervort for pre-approval at least two weeks before the scheduled School Board meeting. Upon pre-approval, Les will submit the contracts to the Superintendent's office, to be included on the consent agenda for School Board approval. Federally funded contracts must be accompanied with proof that the vendor has not been "Suspended or Debarred". *All District contracts require school board approval. The only authorized signatures on contracts are Brian Fones, 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?
10/28/19	Renewal	No	Colonial Vista RiverWest Retirement Regency	Student Clinical Experiences	N/A	2016-2017 School Year	Dennis Conger	Yes	No
					<b>Budget Code</b>				
					N/A				
10/14/16	Renewal	No	Chelan County PUD	Fields for Softball Teams to practice & play games on	N/A	2/24/17 - 5/25/17	Jim Beeson	Yes	No
					<b>Budget Code</b>				
					N/A				
10/24/16	New	No	Wenatchee Valley Mall	WHS Mariachi Gift Wrapping at the Mall by donation	N/A	12/19/16 - 12/24/16	Ramon Rivera / Ricardo Iniguez	Yes	No
					<b>Budget Code</b>				
					N/A				
10/18/16	Renewal	No	S & S Health Care	Private duty nursing for student with complex medical needs	Variable Hourly Rate	2016-2017 School Year	Trisha Craig	Yes	Yes
					<b>Budget Code</b>				
					2100-26-7000-000				
10/20/16	New	No	NCESD	Occupational Therapist	\$6,500	10/26/16 - 1/11/17	Trisha Craig	Yes	Yes
					<b>Budget Code</b>				
					2100-26-7000-000				
10/10/16	Renewal	No	University of WA Autism Center	Consultation / Training for WSD Special Ed Staff	\$10,000	10/7/16 - 6/30/17	Trisha Craig	Yes	Yes
					<b>Budget Code</b>				
					2100-31-7000-000				
10/24/16	New	No	Washington STEM	STEM field Experiences for 5th Graders at Lincoln	\$5,000.00 Grant	11/1/16 - 6/30/17	Bill Eagle	Yes	No
					<b>Budget Code</b>				
					TBD				
11/01/16	Renewal	No	Mercer Consumer	Blanket Student Liability Insurance	\$1,830	2016-2017 School Year	Dennis Conger	Yes	Yes
					<b>Budget Code</b>				
					31-27-7095-402-6800				
11/02/16	New	No	Smith Excavation	26 Springwater demolition	\$26,016	11/2/16 - 12/31/16	Gregg Herkenrath	Yes	Yes
					<b>Budget Code</b>				
					9705-64-7000-000				
11/02/16	New	No	A-Central	Abatement for 1493 Okanogan	\$26,666	11/2/16 - 12/31/16	Gregg Herkenrath	Yes	Yes
					<b>Budget Code</b>				
					9705-64-7000-000				

## 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?
10/28/16	Renewal.	Colonial Vista Riverwest Regency.	Student Clinical experiences	0	1-17- Thru. 3-17	(Put Your Name Here) Denise Longel I have read this contract and recommend it for board approval. <i>[Signature]</i> Initial 10/28/16 Date	<i>[Red Checkmark]</i>		
				Budget Code N/A.					

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

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

Agency Name: SEE ATTACHED EMAIL

Attention: \_\_\_\_\_

Street address or PO Box: \_\_\_\_\_

City, State, Zip Code: \_\_\_\_\_

Email Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Clinical Rotation for our students in medical occupations course.

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

Reviewed by Attorney \_\_\_\_\_  
Signature

Requires Edits? \_\_\_\_\_

# Affiliation Agreement

## Clinical Rotation for Wenatchee High School Health Occupations Program

This agreement is by and between Wenatchee School District and Colonial Vista Care Center (hereafter called the health care facility) for the operation of the general and technical aspects of the Clinical Rotation of Wenatchee High School students for the 2016-17 school year.

The Wenatchee School District agrees to assume the following responsibilities:

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

The health care facility agrees to assume the following responsibilities:

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

Student/Resident Rights and Responsibilities:

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

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

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

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

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

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

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

\_\_\_\_\_  
School Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
Official of Facility

\_\_\_\_\_  
Date

\_\_\_\_\_  
Health Occupations Instructor

\_\_\_\_\_  
Date

# Affiliation Agreement

## Clinical Rotation for Wenatchee High School Health Occupations Program

This agreement is by and between Wenatchee School District and Regency Wenatchee Rehabilitation and Nursing Center (hereafter called the health care facility) for the operation of the general and technical aspects of the Clinical Rotation of Wenatchee High School students for the **2016-17** school year.

The Wenatchee School District agrees to assume the following responsibilities:

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

The health care facility agrees to assume the following responsibilities:

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

Student/Resident Rights and Responsibilities:

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

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

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

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

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

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

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

\_\_\_\_\_  
School Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
Official of Facility

\_\_\_\_\_  
Date

\_\_\_\_\_  
Health Occupations Instructor

\_\_\_\_\_  
Date



# Affiliation Agreement

## Clinical Rotation for Wenatchee High School Health Occupations Program

This agreement is by and between Wenatchee School District and Riverwest Retirement Community (hereafter called the health care facility) for the operation of the general and technical aspects of the Clinical Rotation of Wenatchee High School students for the 2015-16 school year.

The Wenatchee School District agrees to assume the following responsibilities:

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

The health care facility agrees to assume the following responsibilities:

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

Student/Resident Rights and Responsibilities:

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

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

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

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

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

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

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

\_\_\_\_\_  
School Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
Official of Facility

\_\_\_\_\_  
Date

\_\_\_\_\_  
Health Occupations Instructor

\_\_\_\_\_  
Date



Mahoney-Holland, Michelle <mahoneyholland.m@wenatcheeschools.org>

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## Affiliation Agreements for clinical Health Occupations

1 message

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Southard, Mitzi <southard.m@wenatcheeschools.org>

Fri, Oct 7, 2016 at 7:02 PM

To: Michelle Mahoney-Holland <mahoneyholland.m@wenatcheeschools.org>

Hi Michelle!

In attempt to be proactive, I was hoping that we might be able to get the affiliation agreements signed by Nov this year for our clinical experience. At this time we plan to be at the facilities the end of January -February 2017. I have talked with each of the following facilities and they are ready for our arrival:)

Colonial Vista Care Center  
625 Okanogan Ave  
Wenatchee, WA 98801  
Cody Jones, RN DNS

Riverwest Retirement Community  
900 N. Western Ave.  
Wenatchee, WA 98801  
Jeril Hansen Administrator

Regency Wenatchee Rehabilitation and Nursing Center  
1326 Red Apple Rd  
Wenatchee, WA 98801  
Jean Lehman Administrator

Thank you!  
Mitzi


--  
Mitzi Southard, RN  
WHS  
Health Occupations Instructor  
(509) 663-8117 Ext. 550

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

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

Please submit this form with your **unsigned** contract to Les Vandervort for approval at least two weeks before the scheduled School Board meeting. Upon 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?
10/14/16	Renewal	Chelan County PUD	Fields for our Softball Teams to Practice & Play Games On	N/A Budget Code N/A	2/27/17 - 5/25/17	Jim Beeson I have read this contract and recommend it for board approval. Initial 10/14/16 Date		NO

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

Agency Name: Chelan County PUD  
 Attention: Attn: Teneille Hatmaker  
 Street address or PO Box: 327 N. Wenatchee Ave.  
 City, State, Zip Code: Wenatchee, Wa 98801  
 Email Address:  
 Phone Number: 509-661-4897

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

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

The contract is for Walla Walla Point Park softball fields. Our teams practice and play their games at this facility.



Application for Use of Ballfields
Public Utility District No. 1 of Chelan County



Tournament Director-Applicant (please print) Jim Beeson, Athletic Dir. E-mail: beeson.jewenatcheeschools.org

Organization: Wenatchee School District
Insurance Provider: Clear Risk Solutions
Mailing Address: 235 Sunset Ave. City: Wenatchee State: WA Zip: 98801
Name of Tournament: H.S. Softball Season Phone: (cell) 907-252-5720 (w) 509-663-3384

Facility Requested: WALLA WALLA POINT PARK (All Lighted)
KIRBY BILLINGSLEY HYDRO PARK (All Lighted)
CHELAN AREA (No Lights)
Ballfield #1-4 (checked) for practice 1+2 for games
Ballfield #1-3 (unchecked)
Ballfield #1-3 (unchecked)
Beebe Bridge Soccer Field (unchecked)
Chelan Falls Soccer Field (unchecked)

Dates: See Attached Calendars Times: 1st Choice Pitching Rubber: feet
Dates: + Schedule Times: 2nd Choice Base Distance: feet
Dates: Times: 3rd Choice
Notes:

Required Field Deposit: \$150 Walla Walla Point Park Total Deposit Due: \$
\$150 Kirby Billingsley Hydro Park

This nonrefundable deposit is due 30 days after the final ballfield schedule is posted on the website (www.chelanpud.org/ballfields). You will be notified by e-mail when the schedule is posted.

At least 30 days prior to the activity, the tournament director must provide the PUD with Certificate of Insurance evidencing liability insurance, in the amount of one million dollars (\$1,000,000), including PUD No. 1 of Chelan County named as an additional insured, and cross liability or severability of interests clause.

Tournament Fee(s): A \$12 per team fee will be charged for each team participating in any tournament. (The tournament director will be emailed a packet to complete the Monday following their tournament that includes a per team worksheet.)

Agreement for use is contained on the reverse side of this form. Organization shall indemnify and hold harmless, defend and pay on behalf of the PUD and its officers, managers, directors, employees, servants, and agents from and against all liability, penalties, costs, losses, damage, expenses, causes of action, claims or judgments (including attorney's fees) resulting from injury to or death sustained to person including observers or organization's participants, employees or representatives or damage to property of any kind which injury, death, or damage arises out of or is in any way connected with the activity or event herein described regardless of how the injury or damage was caused or suffered. The organization's hold harmless agreement shall apply to any act or mission, willful misconduct or negligence, whether passive or active, on the part of the organization or its participants, agents or employees; except, that this agreement shall not be applicable to injury, death, or damage to property or persons arising from the sole negligence or the sole willful misconduct of the PUD.

Applicant's Signature: [Signature] Date: 10/14/16

FOR PARKS DEPARTMENT USE ONLY
[ ] Approved with Conditions [ ] Not Approved Evidence of Insurance Required? [ ] Yes [ ] No
Signature: Date:
Notes:

Parks Department, PUD No 1 of Chelan County, PO Box 1231, Wenatchee, WA 98807 ~ 509-661-4551

White Copy (applicant) Yellow Copy (PUD)

## AGREEMENT

The signatory hereby makes application to Chelan County PUD No. 1 ("PUD") for use of PUD Park facilities described on the front side of this document and certifies that the information given in the application is correct. The signatory further states that he/she has the authority to submit this application and agrees that they understand and will ensure compliance with all laws, rules and regulations established by the PUD. The applicant agrees to exercise the utmost care in the use of PUD premises and property and to save the PUD, Board of Commissioners, PUD employees and volunteers harmless from all liability resulting from the use of said facilities. The applicant further agrees to reimburse the PUD for any damage arising from the applicant's use of said facilities.

The signatory understands that he/she is responsible for and aware of the following:

1. Additional garbage receptacles and/or service as required.
2. Leave the facility in the same, or better, condition as when they arrived. This includes the restrooms. The applicant is responsible for cleaning up the facility after their activity. This shall include removing their excess materials, equipment, furnishings and rubbish, during and after the use of the facilities. The cost of any additional cleaning or repairs that require PUD personnel will be charged to the user group. All cleaning must be done immediately after the event.
3. Repair and/or replacement of any PUD equipment lost, damaged or stolen, or facility damage as the direct result of the event.
4. Monitor and control all participants and spectators in accordance with established park rules and regulations, special use conditions, and city, county and state laws.
5. Provide adequate adult supervision. This shall include proper police, fire and emergency medical protection where necessary.
6. At no time shall any person connected with the event be allowed to consume alcoholic beverages, controlled substances or legend drugs while in PUD park facilities.
7. Use of PUD facilities is canceled when facilities are closed due to an emergency.
8. Water is not available in any park facilities, including picnic shelters and outside areas, from Nov. 1 through March 31.
9. The applicant must specify all requested facilities/areas on the application. The facility reservation areas and facilities described in the application apply to the reserved area only. Picnic shelters are not included in an athletic facility reservation.
10. Due to the limited amount of parking available and other factors, the PUD reserves the right to limit the amount of people in each park. Vehicle parking is restricted to designated parking areas. Vehicles are not allowed on lawn areas unless permitted in writing.
11. Camping is prohibited, except in designated campgrounds or as authorized in writing by the PUD.
12. Approved applications for use of PUD facilities shall be revocable at the discretion of the PUD and shall not be considered a lease. The PUD has the absolute right of cancellation without liability.
13. Recycling required for single-use bottles or cans: RCW Chapter 70.93 amended in July 2007 requires event sponsors to recycle where beverages are sold by vendors in single-use aluminum, glass or plastic bottles or cans. For additional information on recycling options for your event, contact Waste Management, Ted Woodard, (509) 662-4591 or Will Russell (509) 387-6454. In Chelan, please contact Chelan Recycle at (509) 682-4663.

These guidelines are not all inclusive or exhaustive. These are general conditions under which PUD parks facilities may be used and the responsibilities expected of users. PUD park rules and regulations may be added to, or otherwise adjusted as determined appropriate by PUD staff.

Revised 03/03/2014



# LIABILITY INSURANCE CHECKLIST

RETURN TO: Public Utility District No. 1 of Chelan County  
 P.O. Box 1231  
 Wenatchee, WA 98807  
 ATTN: Parks Department

*This checklist must accompany the certificate of insurance and is a part of the insurance verification required by the Application for Use of Parks/Ballfields. The form is to be completed by applicant's insurance agent or broker.*

The following named organization Wenatchee School District  
 has completed an Application for Use of Parks for (event) H.S. Softball Season to be held at:

- |                          |                         |                                     |                   |
|--------------------------|-------------------------|-------------------------------------|-------------------|
| <input type="checkbox"/> | Wenatchee Riverfront    | <input checked="" type="checkbox"/> | Walla Walla Point |
| <input type="checkbox"/> | Kirby Billingsley Hydro | <input type="checkbox"/>            | Chelan Riverwalk  |

on (date) \_\_\_\_\_, for which liability insurance coverage is in effect and the conditions specified below have been complied with:

	YES	NO
Public Utility District No. 1 of Chelan County is <b>Certificate Holder</b> as well as an <b>Additional Insured</b> on <u>all</u> liability policies described on the attached certificate of insurance.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
The undersigned will mail to Public Utility District No. 1 of Chelan County 30 days written notice of cancellation or reduction of coverage or limits.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Cross liability or severability of interests clause is included in the policies described on the certificate of insurance.	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Specify deductible or self-insurance amounts (if any) applicable to each type of coverage shown on the certificate of insurance:

<u>Type of Coverage</u>	<u>Deductible or Self-Insured Amount</u>
General Liability	_____
Automobile Liability	_____
Other: _____	_____

*See Attached* ↗

Name of Agency or Brokerage: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Phone \_\_\_\_\_ Contact: \_\_\_\_\_

Signature by authorized representative of insurance company:

\_\_\_\_\_ (signature) \_\_\_\_\_ (date)

# Schools Insurance Association of Washington

## CERTIFICATE OF COVERAGE

Issue Date: 08/26/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE MEMORANDUM OF COVERAGE (MOC) BELOW. THIS CERTIFICATE OF COVERAGE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the MOC must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the MOC, certain coverage may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	COMPANIES AFFORDING COVERAGE
Clear Risk Solutions 451 Diamond Drive Ephrata, WA 98823 Phone 509-754-2027      Fax 509-754-3406	GENERAL LIABILITY SIAW/Munich Re Torus Specialty Insurance Company  AUTOMOBILE LIABILITY SIAW/Munich Re Torus Specialty Insurance Company
INSURED	PROPERTY
Wenatchee School District #246 P.O. Box 1767 Wenatchee, WA 98807	SIAW/Munich Re, et al.  CRIME / PUBLIC EMPLOYEE DISHONESTY SIAW/Munich Re

**COVERAGES**

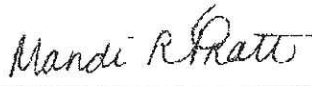
THIS IS TO CERTIFY THAT THE COVERAGES LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE COVERAGE PERIOD INDICATED, NOT WITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN. THE COVERAGE AFFORDED BY THE MOC DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH MOC. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

TYPE OF COVERAGE	MOC NUMBER	MOC EFF DATE	MOC EXP DATE	DESCRIPTION	LIMITS
<b>GENERAL LIABILITY</b>					
COMMERCIAL GENERAL LIABILITY OCCURRENCE FORM	SIAW161734050	09/01/2016	09/01/2017	GENERAL AGGREGATE PRODUCT-COMP/OP AGG PERSONAL & ADV. INJURY EACH OCCURRENCE ANNUAL PROGRAM AGGREGATE	\$31,000,000 \$31,000,000 \$25,000,000 \$25,000,000 \$150,000,000
(LIABILITY IS SUBJECT TO A 100,000 SIR PAYABLE FROM PROGRAM FUNDS)					
<b>AUTOMOBILE LIABILITY</b>					
ANY AUTO	SIAW161734050	09/01/2016	09/01/2017	COMBINED SINGLE LIMIT ANNUAL PROGRAM AGGREGATE	\$25,000,000 NONE
(LIABILITY IS SUBJECT TO A 100,000 SIR PAYABLE FROM PROGRAM FUNDS)					
<b>PROPERTY</b>					
	SIAW161734050	09/01/2016	09/01/2017	ALL RISK PER OCC EXCL EQ & FL EARTHQUAKE PER OCC FLOOD PER OCC (Except FZ A&V, which is \$1MM) ANNUAL PROGRAM AGGREGATE	\$150,000,000 EXCLUDED \$25,000,000 NONE
(PROPERTY IS SUBJECT TO A \$250,000 SIR PAYABLE FROM PROGRAM FUNDS)					
<b>CRIME/PUBLIC EMPLOYEE DISHONESTY</b>					
	SIAW161734050	09/01/2016	09/01/2017	PER LOSS	\$1,000,000
(CRIME SUBJECT TO A \$250,000 PROGRAM SIR)					

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / SPECIAL ITEMS**

Evidence of Insurance regarding school events at parks throughout school year. PUD of Chelan County is named as an Additional Insured subject to coverage terms, conditions and exclusions. Additional Insured endorsement is attached.

**CANCELLATION**  
 SHOULD ANY OF THE ABOVE DESCRIBED COVERAGE BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE PROVISIONS OF THE MOC.

CERTIFICATE HOLDER	AUTHORIZED REPRESENTATIVE
PUD 1 of Chelan County PO Box 1231 Wenatchee, WA 98801	



## ADDITIONAL INSURED ENDORSEMENT

THIS ENDORSEMENT MODIFIES COVERAGE PROVIDED UNDER THE  
FOLLOWING:

### GENERAL LIABILITY COVERAGE PART

#### How Coverage is Changed

It is agreed that the interest of any Additional Insured is recognized as their interests may appear, providing that the certificate of coverage that this is attached to has been issued and is on file with the Company.

The Limits of Coverage applicable to the Additional Insured are those specified in either the:

1. Written Contract or written agreement; or
2. Declarations for this memorandum, whichever is less.

These Limits of Coverage are inclusive and not in addition to the Limits of Coverage shown in the Declarations.

#### Additional Insured:

PUD 1 of Chelan County  
PO Box 1231  
Wenatchee, WA 98801

Evidence of Insurance regarding school events at parks throughout school year. PUD of Chelan County is named as an Additional Insured subject to coverage terms, conditions and exclusions. Additional Insured endorsement is attached.

#### Other terms:

All other terms of your MOC remain the same.

# February 2017

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27 Practice	28 Practice					

# March 2017

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
		1 Practice	2 Practice	3 Practice+	4	5
6 Practice	7 Practice	8 Practice	9 Practice	10 Practice	11	12
13 Practice	14 JV & Varsity Home Games @ 4 pm	15 Practice	16 Games @ Cascade – No Practice	17 Practice	18	19
20 Practice	21 JV & Varsity Home Games @ 4 pm	22 Practice	23 Practice	24 Games @ Davis – No Practice	25	26
27 Practice	28 Games @ Sunnyside – No Practice	29 Practice	30 Practice	31 JV & Varsity Games @ 4 & 6 PM		

# April 2017

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
					1	2
3 Spring Break – No Practice	4 Spring Break – No Practice	5 Spring Break – No Practice	6 Spring Break – No Practice	7 Spring Break – No Practice	8	9
10 Practice	11 JV & Varsity Games @ 4 pm	12 Practice	13 Practice	14 Games @ Eisenhower – No Practice	15	16
17 Practice	18 Games @ West Valley – No Practice	19 Practice	20 Practice	21 JV & Varsity Games @ 4 & 6 pm	22	23
24 Practice	25 JV & Varsity Games @ 4 pm	26 Practice	27 Practice	28 Games @ Moses Lake – No Practice	29	30

# May 2017

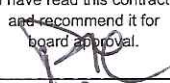
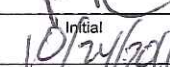
Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
1 Practice	2 Games @ Eastmont – No Practice	3 Practice	4 Practice	5 JV & Varsity Games @ 4 & 6 pm	6	7
8 Practice	9 Practice	10 Practice	11 Practice	12 Practice	13	14
15 Practice	16 Big 9 Play-In Game – Varsity Only: Site TBA	17 Practice	18 Practice	19 District Softball – Varsity Games: Site TBA	20 District Softball – Varsity Games: Site TBA	21
22 Practice	23 Practice	24 Practice	25 Practice	26 State Softball - Spokane	27 State Softball - Spokane	28
29	30	31				

## 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?
10/24/16	New	Wenatchee Valley Mall	WHS Mariachi Gift Wrapping at the Mall by Dontion	\$0	Mon Dec 19- Sat Dec 24, 2016	<u>Ramon Rivera</u>	<input checked="" type="checkbox"/>		
				Budget Code		I have read this contract and recommend it for board approval. 			
				Asb 4458		Initial  Date 10/24/2016			

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

Agency Name Wenatchee Valley Mall  
 Attention: Bob Waller Manager & Larua Camarillo  
 Street address or PO Box 511 Valley Mall Parkway  
 City, State, Zip Code East Wenatchee, WA 98801  
 Email Address Lcamarillo@vintagerealestate.com  
 Phone Number 509-884-6645

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

Wenatchee High School will be doing gift wrapping at the Mall by Donation on Monday December 19th to December 24th. The Mall will not charge the Mariachi Program a Fee and all monies collected will go back to Wenatchee High School Mariachi Program

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

Reviewed by Attorney \_\_\_\_\_  
 Signature

Requires Edits? \_\_\_\_\_

# WENATCHEE VALLEY MALL

## PROMOTIONAL AGREEMENT

Licensee: **Wenatchee Highschool Mariachi Program**  
Address: **1101 Millerdale**  
**Wenatchee WA 98801**

Contact Name: **Mr. Ramon Rivera**  
Phone Number: **509-393-8871**  
Email: **rivera.r@wenatcheeschools.org**

PROMOTION AGREEMENT entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2016  
by and between Vintage Real Estate, LLC as Agent for VCG-Wenatchee Valley Mall, LLC a Delaware Limited Liability Company ("LICENSOR"), and the above-named LICENSEE. In consideration of the payment of fees and other charges provided for herein, and performance of the covenants and conditions hereinafter set forth, LICENSEE and LICENSOR hereby covenant and agree that the LICENSOR shall provide use of premises with the following LICENSOR provided **Gift Wrap Booth**. LICENSEE shall be permitted to use "Premises", an area described as follows within the named Shopping Center (Attached floor plan, if necessary) : **Gift Wrap Booth**

Commencing: **Monday, December 19, 2016** See Attached Exhibit A Schedule for Dates & Times  
Ending: **Saturday, December 24, 2016**  
Sole Purpose: **Gift Wrap Fundraiser**

**PAYMENT:** All sums due under this Agreement are payable at the time of execution of this Agreement and shall be paid by check or money order (cash will not be accepted). No refunds will be made on any fees. Payments shall be made as outlined below and without prior notice or demand. LICENSEE shall pay the following fees to the LICENSOR:

<u>Fee Waived</u>	<u>Event Fee</u>	<u># of Shifts</u>	<u>per Shift</u>	
		6	\$0.00	<b>CHECKS ONLY- Payable to VCG-Wenatchee Valley Mall</b>

**RULES AND REGULATIONS:** LICENSEE shall not permit, license, or suffer the occupancy of any other party in the Premises, and shall abide by and observe all operating rules as set forth on the attached Applicable Operating Rules of this Agreement. LICENSEE shall, at its sole cost and expense, obtain all permits or licenses required by any governmental authority.

**INDEMNITY:** LICENSEE shall protect, defend, indemnify, save and hold harmless Licensor, and its managing agent, and any tenant or occupant of the Shopping Center and any fee owner or ground or underlying lessors of the Shopping Center, against and from any and all claims, demands, fines, suits, actions, proceedings, orders, decrees and judgments of any kinds or nature by or in favor of, anyone whomsoever, and against and from any and all costs, damages and expenses, including life, bodily or personal injury or property damage arising, directly or indirectly, out of, or from, or on account of, any accident or other occurrence in, upon, at or from the Premises, or occasioned in whole or in part through the use and occupancy of the Premises, or by any act or omission of LICENSEE, or any employee, agents, contractors or invitees of LICENSEE in, upon, at or from the Premises or its appurtenances or any part of the Shopping Center.

**LICENSES:** Exhibitor is responsible for all copyrights and/or licenses needed to play or perform their music. VCG - Wenatchee Valley Mall, LLC holds no rights or responsibilities for Exhibitor's payments of copyrights and licenses.

**TERMINATION:** Licensor may terminate this Agreement, with or without cause, at any time during the term hereof upon one (1) day prior written notice. In the event of termination, Licensor shall not be liable for any expenditure made by Licensee in reliance on this Agreement.

IN WITNESS WHEREOF, the parties hereto have executed this License through their duly authorized officers or representatives on the day and year written above.

Vintage Real Estate, LLC  
As Agent for VCG-Wenatchee Valley Mall, LLC

Licensee: **Wenatchee Highschool Mariachi Program**

Signed: \_\_\_\_\_  
Name: **Bob Waller**  
Title: **General Manager**

Signed: \_\_\_\_\_  
Name: **Mr. Ramon Rivera**

Verified: \_\_\_\_\_  
Name: **Stephanie Kuntz**  
Title: **Marketing Director**

Date: \_\_\_\_\_

Wenatchee Valley Mall  
EXHIBIT A - Shift Schedule

Wenatchee Highschool Mariachi Program  
Mr. Ramon Rivera  
509-393-8871

PLEASE START AND END YOUR SHIFTS ON-TIME

Transitions between shifts and organizations needs to be as quick as possible for the benefit of each organization.

	DATE	SHIFT START	SHIFT END
1	Monday, December 19, 2016	10:00 AM	1:00 PM
2	Tuesday, December 20, 2016	10:00 AM	1:00 PM
3	Thursday, December 21, 2000	10:00 AM	1:00 PM
4	Thursday, December 22, 2016	10:00 AM	1:00 PM
5	Friday, December 23, 2016	10:00 AM	1:00 PM
6	Saturday, December 24, 2016	10:00 AM	1:00 PM
7			
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**PARKING:** Employee parking *see attached map* .

**GARBAGE:** Please allow enough clean-up time before the end of your shift. Please leave area clean and take garbage with you at the end of each shift. The garbage compactor is located behind the mall *see attached map* . Please do not use the cans inside the mall.

**SUPPLIES:** Please take your supplies with you after each shift.

**SIGNAGE:** Feel free to bring a couple of 8.5 x 11 computer generated signs to let people know about your group (we have holders you can use). Please take your signs with you (leave holders) after each shift. Banners or signs are not allowed to be attached to the walls.

**FOOD & DRINKS:** Beverages in containers with a secured lid are allowed in the gift wrapping booth. All food must be eaten OUTSIDE of the booth at one of our provided seating areas. Groups are not allowed to sell food or drinks in conjunction with their gift wrapping promotion.



# WENATCHEE VALLEY MALL

## AGREEMENT TO TENDER DEFENSE, HOLD HARMLESS AND INDEMNIFY

This Agreement is entered into by and between Wenatchee Highschool Mariachi Program its respective past, present and future trustees, officers, employees, agents, representatives, attorneys, subsidiaries, predecessors and successors in interest and Vintage Real Estate, LLC as Agent for VCG-Wenatchee Valley Mall, LLC a Delaware Limited Liability Company its respective past, present and future trustees, officers, employees, agents, representatives, attorneys, subsidiaries, predecessors and successors in interest with respect to event noted below:

Event Name: **Gift Wrap Fundraiser**

Commencing: **Monday, December 19, 2016**

Ending: **Saturday, December 24, 2016**

This Agreement will be subject to, governed by and enforced pursuant to the laws of the state of Washington. By signing this agreement undersigned agrees that it had the full and complete opportunity to have this Agreement be reviewed by legal counsel and that this Agreement will be construed without regarding to its drafter. Additionally, if litigation, arbitration or any other proceeding is instituted to interpret or enforce this Agreement, the party prevailing in that litigation, arbitration or proceeding will be entitled to reasonable attorney's fees, in addition to any other relief granted. This Agreement supersedes any prior or contemporaneous oral or written agreements and discussions, and may only be amended in writing.

**THE UNDERSIGNED HEREBY WARRANT THAT THEY HAVE READ THE ENTIRE AGREEMENT AND FULLY UNDERSTAND AND AGREE TO IT.**

I, Mr. Ramon Rivera, shall indemnify and save harmless VCG-Wenatchee Valley Mall, LLC, Vintage Real Estate, LLC, and Wenatchee Valley Mall from and against any and all loss, cost (including attorney's fees), damages, expense and liability (including statutory liability and liability under Worker's Compensation laws) in connection with claims for damages as a result of injury or death of any person or property damage to any property which arise from or in any manner grow out of any act or neglect on or about (property) by Organizer, Organizer's partners, agents, employees, customers, invitees, contractors and subcontractors of the above named party.

Vintage Real Estate, LLC

As Agent for VCG-Wenatchee Valley Mall, LLC

Licensee: **Wenatchee Highschool Mariachi Program**

Signed: \_\_\_\_\_

Name: **Bob Waller**

Title: **General Manager**

Signed: \_\_\_\_\_

Name: **Mr. Ramon Rivera**

Verified: \_\_\_\_\_

Name: **Stephanie Kuntz**

Title: **Marketing Director**

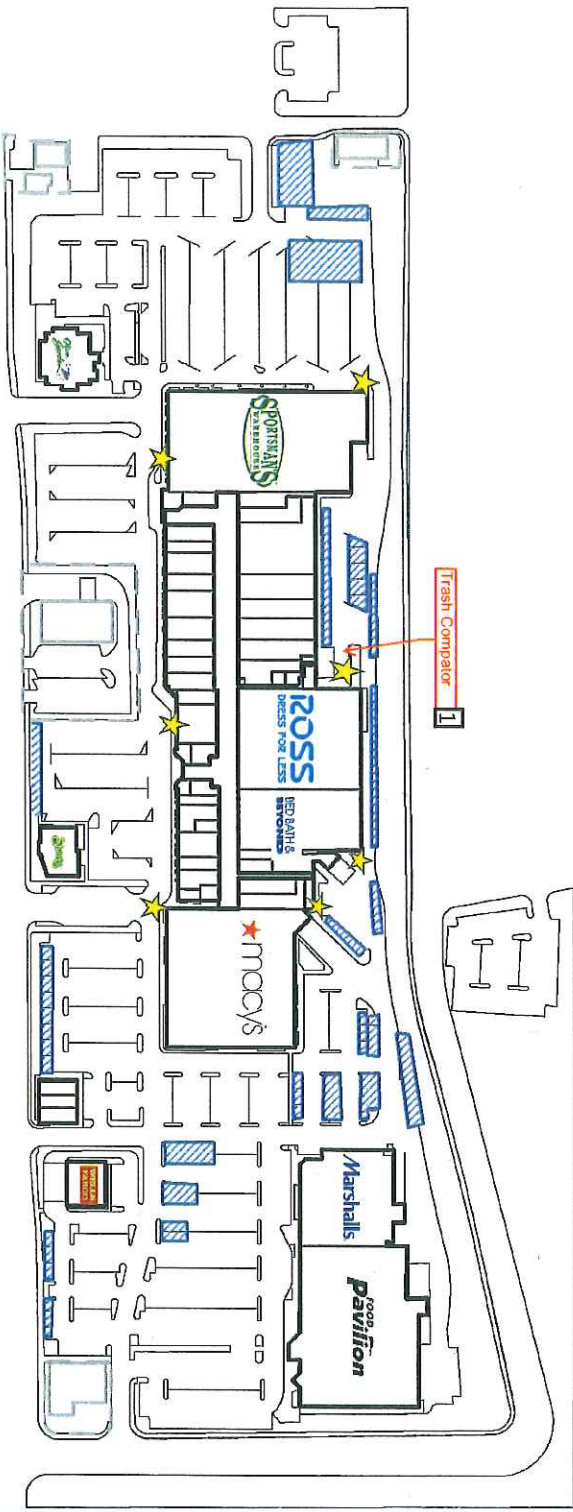
Date: \_\_\_\_\_

WENATCHEE VALLEY  
MALL  
Employee Map

Wenatchee Valley Mall

**Key**

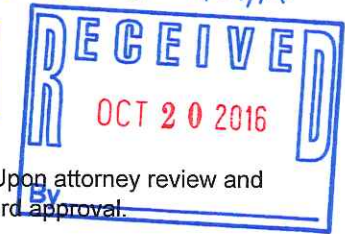
-  Designated Employee Parking
-  Designated Smoking Areas



Plans produced by:  
 ID Plans Corp.  
 5/17/2014  
 (813) 057-2545  
  
 © 2011

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


Sent to S+S 10/27/16



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?
10/18/16	Renewal	S & S Health Care	Contracting for private duty nursing services for student with complex medical needs.	3.5 hrs per day/4 days a week at @ \$ 45.32 for RN nursing services and \$37.24 for LPN nursing services (state rate)  Budget Code  2100 26 7000 000	2016 - 2017 School Year	Trisha Craig  I have read this contract and recommend it for board approval. TC Initial 10.19.16 Date			

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

Agency Name: S & S Health Care  
 Attention: Marcy Brinkley, Administrator  
 Street address or PO Box: 5813 E 4th Avenue, Suite 101  
 City, State, Zip Code: Spokane Valley, WA 99212  
 Email Address:  
 Phone Number: 509-533-0005 - Fax Number: 509-533-1423

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

A Wenatchee School District medically-fragile student requires a private duty nurse to attend school. Nurse will attend to all student needs during school attendance which is scheduled for 4 days a week, 3.5 hours a day (including bus transportation time).

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

Reviewed by Attorney \_\_\_\_\_

Signature

Requires Edits? \_\_\_\_\_

AGREEMENT BETWEEN WENATCHEE SCHOOL DISTRICT AND  
S&S HEALTH CARE

Private Duty Nursing Services

1. Parties.

This Agreement is entered into by and between Wenatchee School District, legally referenced as Wenatchee School District #246, a Washington municipal corporation ("WENATCHEE SCHOOL DISTRICT") and S & S Health Care, a Washington corporation ("S&S").

2. Purpose.

The purpose of this Agreement is to provide the terms and conditions by which S&S will provide private duty nursing services to WENATCHEE SCHOOL DISTRICT students who have complex medical needs and who have been evaluated and found to be eligible for special education services. S&S Healthcare, Inc. will provide private duty nursing services to students during school hours and while students are in transit to and from school. The scope and extent of services to be provided to students shall be defined in the student's Individualized Education Program ("IEP") and as prescribed by the student's physician. The days and hours that nursing services are to be provided to students, the locations of nursing services to be provided to students, and the assignment of specific nurses to students shall be approved by the parties representatives using the form appended as Exhibit A, attached hereto and made a part hereof.

3. Term.

This Agreement shall be effective upon start of school and continue through the end of the regular 2016-2017 school year unless terminated as provided for in this Agreement. This Agreement may further be renewed for annual one-year periods based on the mutual desire of the parties to do so.

4. S&S Responsibilities:

4.1 WENATCHEE SCHOOL DISTRICT Access. S&S shall provide a right of access to all S&S records as it pertains to this Agreement, to WENATCHEE SCHOOL DISTRICT, its officers, agents and employees, and to any other agent or official of the federal, state or local governmental authorities, at all reasonable times, for the purpose of auditing, monitoring and/or evaluating performance and compliance with this Agreement.

4.2 Hiring and Supervision of Nurses. S&S shall post, recruit, and employ qualified and licensed Washington State practical nurses and/or registered nurses to provide the services under this Agreement. All nurses shall have appropriate experience required to provide private duty nursing services to students served under this Agreement. S&S shall maintain personnel files for each nurse with evidence of TB Testing (if required by any law), CPR, Required Immunizations (e.g. MMR, OT or OTAP), professional license verification, criminal background checks and appropriate nursing testing. Such nursing staff shall be the employees of S&S. S&S shall be responsible for the hiring, training, supervision, evaluation, discipline, and dismissal of its employees and all payroll related matters, including, but not limited to, payment of wages and other compensation, and for any applicable mandatory withholdings

and contributions such as, but not limited to, federal, state, and local income taxes, social security taxes, workers compensation, and unemployment insurance. S&S shall be solely responsible for the actions, rights and obligations of its employees. S&S shall adequately supervise and evaluate all of its employees.

4.3 Record Keeping and Accounting.

4.3.1 Accounting: S&S shall provide adequate record keeping and reporting and policies and procedures, as required by federal, state and local laws, which shall include, but not be limited to the following:

- a. S&S shall have and maintain policies and procedures covering nondiscrimination, personnel policies, staff duties and job descriptions, governance board duties and function and assurance of staff requirements and any other policies or procedures that may be required in order for S&S to provide the services contemplated by this Agreement.
- b. S&S shall maintain books, records, documents, and other evidence which sufficiently and properly reflect all direct costs expended in the performance of the services described herein. These records shall be subject to inspection, review or audit by personnel of WENATCHEE SCHOOL DISTRICT, the Office of the State Auditor, or other federal or state officials as authorized by law. The financial records of this Agreement shall be retained in accord with Washington state law and appropriate OMB circular guidelines.
- c. In instances where WENATCHEE SCHOOL DISTRICT is Medicare and/or Medicaid certified, S&S agrees that in accordance with the Section 952 of the Omnibus Budget Reconciliation Act of 1980, its contracts, books, documents and records shall be made available to the Comptroller General of the United States, the United States Department of Health and Human Services and their duly authorized representatives until the expiration of four (4) years after services are furnished under this Agreement.

4.4 Invoicing. S&S shall invoice WENATCHEE SCHOOL DISTRICT monthly at the current state rate of \$45.32 per hour, for skilled RN nursing services or \$37.24 for skilled LPN nursing services provided to each student. Any state rate change up or down, will be adjusted accordingly and reflected on the current Purchase Order. Attached to the invoice shall be a separate fully completed **Exhibit A** (S&S Daily Nursing Flow Sheet / Adult or Pediatric as applicable) for each day services were provided to each individual student during the prior month. WENATCHEE SCHOOL DISTRICT shall only be responsible for payment of services provided while the student is in attendance at WENATCHEE SCHOOL DISTRICT to include the time on the bus to WENATCHEE SCHOOL DISTRICT until drop off at the students location. S&S shall not bill for school based services for any time when the student is absent. Only actual hours spent with student during regular school time hours and in transit to and from WENATCHEE SCHOOL DISTRICT are billable to WENATCHEE SCHOOL DISTRICT. Each invoice must include the form appended as **Exhibit A**. Invoices are to be sent to: Wenatchee School District, address: 112 S. Elliott Ave. Wenatchee WA 98801

4.5

4.5 S&S Service Specifics.

- 4.5.1 S&S shall provide for one on one nursing for students as prescribed by his/her physician and as stated in the students' IEP.
- 4.5.2 S&S shall supply nurses under this Agreement at the hourly rate stated in Paragraph 4.4.

- 4.5.3 S&S shall provide personal identification cards for nurses providing services to include S&S company name and the picture and name of the employee represented.
- 4.5.4 S&S shall be solely responsible for the one on one medical supervision of the students listed on **Exhibit C**, and shall be responsible for the scheduling of S&S back-up subs for S&S nurses absences. S&S will further be responsible to provide back-up coverage for S&S nurses during their breaks, lunches, etc. At no time will WENATCHEE SCHOOL DISTRICT staff be responsible for the medical supervision or medical treatment of the students identified on **Exhibit C**.
- 4.5.5 Pursuant to RCW 28A.400.303, any employees provided by S&S for purposes of this Agreement, shall be required to have successful completion of a background record check through the Washington State Patrol Criminal Identification System, under RCWs 43.43.830 - .834, 10.97.30, 10.97.0.50 and through the Federal Bureau of Investigation. The record check shall include a fingerprint check using a complete Washington state criminal identification fingerprint card. This shall be an ongoing requirement, and as a result, background checks shall be renewed periodically in order to determine whether conduct has occurred post-employment.  
S&S shall be responsible for payment of all fees associated with the required background checks.
- 4.5.6 S&S shall provide immediate response to any complaints/issues regarding nurses or their performance.
- 4.5.7 S&S shall monitor and record the provision of services consistent with the Department of Health requirements.
- 4.5.8 S&S shall keep current and provide to WENATCHEE SCHOOL DISTRICT copies of S&S state business license and S&S'S federal tax identification number. These documents shall be sent to WENATCHEE SCHOOL DISTRICT address: 112 S. Elliott Ave. Wenatchee WA 98801
- 4.5.9 S&S shall provide to WENATCHEE SCHOOL DISTRICT current nursing licenses (official document) for all service providers that provide private duty nursing care to the student and a current completed "Plan of Care" treatment plan prior to providing any services to WENATCHEE SCHOOL DISTRICT for each student as listed in **Exhibit C** and served under this Agreement. **Exhibit C** will be updated as students are added or discontinue services. Further, S&S shall provide to WENATCHEE SCHOOL DISTRICT the "Plan of Care" documents each and every time they are updated. These documents shall be submitted to the attention of : TRISHA CRAIG
- 4.5.10 S&S shall provide to WENATCHEE SCHOOL DISTRICT a copy of the official document(s) requiring 24 hour nursing care for the students served under this Agreement from the students' physician.
- 4.5.11 .Exhibit B (Nursing Services Log) shall be completed at the end of each month by the PDN and submitted to the Lead school nurse assigned to the school where the PDN is working, starting in September 2015.
- 4.6 Prohibited employment. S&S shall prohibit any S&S employee providing services under this Agreement from having any contact with WENATCHEE SCHOOL DISTRICT students pursuant to this Agreement during the course of his or her employment, if such individual has pled guilty to or been convicted of any of the following felony crimes: any felony crime involving the physical neglect of a child under chapter 9A.42 RCW; the physical injury or death of a child under chapters 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.44 RC W where a minor is the victim; promoting prostitution of a minor under chapter 9A.88 RCW; the sale or purchase of a minor child under RCW 9A.64.030; or violation of laws of another jurisdiction that are similar to those specified herein. S&S shall also prohibit any S&S employee providing services under this Agreement from having any contact with WENATCHEE SCHOOL DISTRICT students during the course of his or her employment if such individual has pled guilty to or been convicted of any of the following felony crimes or attempts, conspiracies, or solicitations to commit any of the following felony crimes: a felony violation of RCW 9A.88.010, indecent exposure; a felony violation of chapter 9A.42 RCW involving physical neglect; a felony violation of chapter 9A.32 RCW; a violation of RCW 9A.36.011, assault 1; 9A.36.021, assault 2; 9A.36.120, assault of a child 1; 9A.36.130, assault of a child 2; or any other felony violation of chapter 9A.36 RCW involving physical injury except assault 3 where the victim is eighteen years of age or older; a sex offense as defined in RCW 9.94A.030; a violation of RCW 9A.40.020, kidnapping 1; or 9A.40.030, kidnapping 2; a violation of RCW 9A.64.030, child selling or child buying; a violation of RCW 9A.88.070, promoting prostitution 1; a violation of RCW 9A.56.200, robbery 1; or a violation of laws of another jurisdiction that are similar to those specified herein. S&S shall engage in due diligence to learn whether any of its employees providing services under this Agreement have pled guilty to or been convicted of any crime referenced in this Paragraph and shall require its respective employees to self-report to S&S any such plea or conviction. Any failure to comply with this Paragraph shall be grounds for immediate termination of this Agreement by WENATCHEE SCHOOL DISTRICT, notwithstanding any other provision in this Agreement.

- 4.7 Indemnification/Hold Harmless/Duty to Defend. S&S shall defend, indemnify, hold and save harmless WENATCHEE SCHOOL DISTRICT, its agents, representatives, and employees ("Indemnitees") from all loss, damage, liability, claims, allegations or expenses (including attorney fees and all expenses of litigation), resulting from any actual or alleged injury or death of any person, or from any actual or alleged loss of or damage to any real or personal property, caused by or resulting from any act or omission by S&S or its employees or agents relating to, arising from, or connected with S&S's performance of this Agreement. This agreement to defend, indemnify and hold harmless shall be triggered upon the assertion of any claim against any Indemnitee within the scope of the S&S's said defense, indemnification and hold harmless obligations. Attorney fees and litigation expenses incurred by any Indemnitee in successfully enforcing the obligation of this paragraph shall be paid by the S&S.

S&S further agrees that its, defense, indemnity and hold harmless obligations shall apply to claims made by its own employees against an Indemnitee, but in that instance only to the extent of the S&S's own negligence or fault in whole or partly causing the claimant's damages. To that extent, the S&S therefore knowingly and expressly waives any immunity that it otherwise might have been entitled to invoke under Title 51 RCW. The parties each confirm that this waiver of immunity under Title 51 RCW has been expressly and specifically negotiated by them.

- 4.8 Insurance. S&S shall maintain in force at its own expense, the following insurance:

4.8.1 Worker's Compensation Insurance in compliance with Title 51 RCW;

4.8.2 General Liability Insurance on an occurrence basis, with a limit of not less than \$1,000,000 each occurrence and \$3,000,000 aggregate for bodily injury and property damage. It shall include premises and operations, independent contractors, products and completed operations, personal injury liability, and contractual liability coverage for the defense, indemnity, and hold harmless obligations provided under this Agreement;



- 4.8.3 Professional Liability Insurance to protect and defend against any and all claims arising from alleged or actual professional errors, negligence, omissions or mistakes by S&S or its employees, agents, or representatives in the course of their professional duties in the performance of this Agreement, in an amount not less than \$1,000,000 per occurrence and \$3,000,000 aggregate. It shall include contractual liability coverage for the defense, indemnity, and hold harmless obligations provided under this Agreement;
- 4.8.4 With respect to the insurance policies required by S&S by the immediately preceding subparagraphs 4.8.2 and 4.8.3, S&S shall (i) cause the insurer(s) from whom S&S procures such insurance policies to issue endorsements attached to and made a part of such policies, naming and protecting WENATCHEE SCHOOL DISTRICT and its employees, agents, and representatives as additional insureds under such policies, for all purposes and claims made against WENATCHEE SCHOOL DISTRICT related to or arising in any way from the subject matter or performance of this Agreement; and (ii) S&S shall assure that such policies of insurance provide that they shall serve as primary-level insurance coverage with respect to any such claim made against WENATCHEE SCHOOL DISTRICT, such that any liability insurance separately procured and maintained by WENATCHEE SCHOOL DISTRICT shall be considered excess-level insurance coverage with respect to such claim;
- 4.8.5 There shall be no cancellation, material change, or reduction of limits or intent not to renew insurance coverage(s) required by this Agreement without thirty (30) days written notice to WENATCHEE SCHOOL DISTRICT. Within fourteen (14) days of the effective date of this Agreement, S&S shall furnish to WENATCHEE SCHOOL DISTRICT copies of the additional insured endorsements required by the preceding subparagraph 4.8.4 and certifications that the insurance policies required by this Agreement are in effect. Such certifications shall specify and include the aforementioned include applicable policy endorsements, the thirty (30) day cancellation clause.
- 4.9 Compliance with FERPA HIPAA. S&S will, in all respects, comply with all provisions of FERPA and HIPAA, including any amendments or other relevant provisions of federal law, as well as all requirements of 34 CFR Part 99 and 20 U.S.C. 1231g. Nothing in this Agreement may be construed to allow S&S to maintain, use, disclose, or share student education records or information obtained from such records in a manner not allowed under applicable Federal law, State law, or regulation.

## 5. WENATCHEE SCHOOL DISTRICT Responsibilities:

- 5.1 Monetary Payment. The fee for S&S services is based on the students' IEP. WENATCHEE SCHOOL DISTRICT shall compensate S&S solely for actual hours spent with student during regular school time hours to include actual time on the school bus to and from WENATCHEE SCHOOL DISTRICT. These fees provide for services as described in students' IEP. Service rate change for any annual renewal periods shall only be made by mutual written agreement between the parties. All fees are subject to the Department of Social and Health Services set hourly rate and may increase/decrease accordingly. WENATCHEE SCHOOL DISTRICT shall make payment to S&S within thirty days receipt of an approved and acceptable invoice detailing services provided.
- 5.2 Student Records. Shall provide S&S access to student files and records as appropriate to meet the needs of the student served under this Agreement.
- 5.3 Right to Object. If WENATCHEE SCHOOL DISTRICT' Coordinator of Health Services or designee, in his or her sole discretion, determines that anyone assigned by S&S to provide nursing services is unsatisfactory for any reason, WENATCHEE SCHOOL DISTRICT may

require the individual to leave the premises and shall notify S&S immediately. WENATCHEE SCHOOL DISTRICT' obligation to compensate S&S for such individual's services shall be limited to the number of hours actually worked.

## 6. Responsibilities of Both Parties:

6.1 Compliance with Rules and Laws. The parties shall comply with all laws, ordinances and regulations of governmental bodies applicable to the services as well as applicable local policies and procedures. WENATCHEE SCHOOL DISTRICT property is a tobacco free, drug free, and weapon free environment. All personnel shall conform to this policy at all times while on WENATCHEE SCHOOL DISTRICT premises.

6.2 Cooperation/Communication. The parties acknowledge that regular ongoing communication is vital to the success of this Agreement. The following joint meetings of the parties shall occur throughout the term of this Agreement:

6.2.1 Team Meeting. WENATCHEE SCHOOL DISTRICT and S&S employees involved with the direct provision of services shall meet as needed to address issues regarding delivery of services under this Agreement.

6.2.2 Coordinator of Services. Each party hereby designates the following persons to be their Coordinator of Services:

WENATCHEE SCHOOL DISTRICT: contact: Trisha Craig 509-663- 7117  
S&S: Marcy Brinkley, Administrator 509-533-0005

6.3 No Dual Employment. Nothing contained in this Agreement, or related documents shall be construed as creating any form of an employment relationship between WENATCHEE SCHOOL DISTRICT and S&S or the agents, officers, volunteers or employees of S&S. The agents, officers, volunteers or employees of S&S shall not, for any purpose, be considered agents, officers, volunteers or employees of WENATCHEE SCHOOL DISTRICT, whether by virtue of this Agreement or otherwise, nor shall they be entitled to any rights or privileges of employment with WENATCHEE SCHOOL DISTRICT. S&S assumes exclusive responsibility for any and all actions, omissions, rights and obligations of its own agents, officers, volunteers or employees S&S shall have the responsibility for the acts and omissions of the nurses assigned to students under this Agreement and WENATCHEE SCHOOL DISTRICT shall have no responsibility therefore. W ENATCHEE SCHOOL DISTRICT employees and students do not, by this Agreement, become agents or employees of S&S. Accordingly, WENATCHEE SCHOOL DISTRICT employees and students shall not be entitled to any rights and privileges established for employees of S&S, such as vacation, sick leave with pay, paid days off, life, accident and health insurance or severance pay upon termination of this Agreement.

6.4 Nondiscrimination /Anti-Harassment. In the performance of this Agreement, the parties assure compliance with all local , state and federal rules and regulations and does not discriminate on the basis of age, sex, marital status, race, color, creed, national origin, the presence of any sensory, mental, or physical disability, or the use of a trained dog guide or service animal by a person with a disability, sexual orientation including gender expression or gender identity , or honorably discharged veteran or military status.

7. Confidentiality.

Both parties acknowledge the obligations for maintaining the confidentiality of student records and access to the parents and students of such records in accordance with the Family Educational Rights and Privacy Act.

8. Assignment/Binding Effect.

Performance of any or all aspects of this Agreement may not be assigned without written authorization by the other party. Likewise, neither party may assign their respective rights to any claims or actions arising out of or relating to this Agreement without written authorization by the other party.

9. Integration/Modification.

This Agreement constitutes the entire and exclusive agreement between the parties regarding this matter and no deviations from its terms shall be allowed unless a formal, written, mutual agreement occurs between the parties. No such modification shall be valid unless the written modification is first provided via certified mail or personal delivery to each of the parties listed in Paragraph 10 below. Actual receipt by either party constitutes compliance with the requirement to send by certified mail or personal delivery.

10. Termination/Written Notice.

10.1 Written Notice. Either party may cause this Agreement to terminate immediately, without cause, with thirty (30) day written notice via certified mail. Such notice shall be sent to the parties as follows:

Name: Trisha Craig  
Title: Special Education Director  
112 S. Elliott  
Wenatchee WA 98801  
Wenatchee School District

Marcy Brinkley  
Administrator  
  
S&S Health Care  
5813 E. 4th Avenue #101  
Spokane Valley, WA 99212

10.2 Equipment, Books and Records. Upon termination, WEN ATCHEE SCHOOL DISTRICT is entitled to full recovery of all WENATCHEE SCHOOL DISTRICT-owned equipment, books supplies and records. Both parties shall maintain any records pertaining to this Agreement or required by this Agreement for a period of five (5) years after termination.

10.3 Funding Caveat. In the event that funding for services under this Agreement is withdrawn, reduced, or limited after the effective date of the Agreement but prior to completion, WENATCHEE SCHOOL DISTRICT may terminate the Agreement without the required notice.

11. Waiver of Breach/Default.

No waiver of any breach of any term of this Agreement shall be construed, nor shall be, a waiver of any other breach of this Agreement. No waiver shall be binding unless it is in writing and signed by the party waiving the breach.

12. Severability.

If any provision of this Agreement is determined to be invalid or ultra vires under any applicable statute or rule of law, it is to that extent to be deemed omitted and the balance of the Agreement shall remain enforceable.

**13. Dispute Resolution/Mediation.**

In the event that a dispute shall arise regarding the terms, conditions, or breach of this Agreement, the parties shall, as a condition precedent to taking any action, mediate the dispute using the services of a mutually agreed upon independent mediator. The expenses of the mediator and the facility for the mediation shall be bore equally by each party. Each party shall otherwise pay its own expenses.

**14. Attorneys' Fees/Costs.**

In the event legal action becomes necessary to enforce or interpret the terms of this Agreement, the parties shall be required to mediate their dispute(s) prior to legal action being commenced. After mediation has occurred, the prevailing party **in** any legal action shall be entitled to recover reasonable attorneys' fees and costs incurred in such action, as determined by the court. In the event of any appeals from such actions, the prevailing party shall be entitled to recover its reasonable attorneys' fees and costs incurred in such appeals, and determined by the court(s). The term "costs" shall include, **in** addition to statutory costs and disbursements, all costs associated with discovery depositions, expert witness fees, and out-of-pocket costs incurred by the prevailing party in the prosecution or defense of the action. For the purpose of this paragraph, the term "action" shall be deemed to include any proceeding commenced in the bankruptcy courts of the United States.

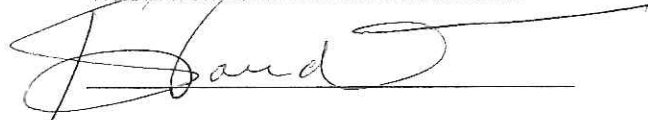
**15. Governing Law/Venue.**

The terms of this Agreement shall be governed by the laws of the State of Washington. In the event that legal action is commenced to resolve a dispute arising out of this Agreement, the venue of such action shall be in Spokane County, Washington.

**16. Authority to Sign and Obligate.**

The undersigned represent and warrant that they are authorized to enter into this Agreement on behalf of the parties.

**WENATCHEE SCHOOL DISTRICT:**

  
\_\_\_\_\_  
Brian Flores, Superintendent  
LES VANDERVOORT CFO

10-26-16

Date

**S & S HEALTH CARE**

\_\_\_\_\_  
Marcy Brinkley, Administrator

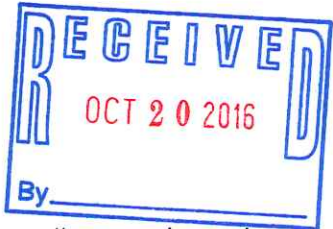
\_\_\_\_\_  
Date

**EXHIBIT C**

STUDENT NAME	WENATCHEE SCHOOL DISTRICT SCHOOL LOCATION	GRADE LEVEL	S&S NURSE NAME
Benito Amezcua			Debra Sinay-Smith LPN
			Rosie Halley, RN

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


Sent to B&D  
10/27/16



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?
10/20/16	New	North Central Educational Service District (NCESD)	To purchase 10 days for the Occupational Therapist services from NCESD	\$6,500	10/26/16 through 01/11/2017	Trisha Craig			
				<b>Budget Code</b>		I have read this contract and recommend it for board approval.			
				2100 26 7000 000		TC Initial 10.20.16 Date			

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

Agency Name: North Central Educational Service District  
 Attention: Kevin Risdon, Director of Special Education  
 Street address or PO Box: 430 Olds Station Road  
 City, State, Zip Code: Wenatchee, WA 98801  
 Email Address: [kevinr@ncesd.org](mailto:kevinr@ncesd.org)  
 Phone Number: 509.665.2610

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

WSD is purchasing 10 days of Occupational Therapy services from NCESD to cover maternity leave from 10/26/16 through 01/11/17.

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

Reviewed by Attorney \_\_\_\_\_  
Signature

Requies Edits? \_\_\_\_\_

# AGREEMENT FOR INTERAGENCY SERVICES

BETWEEN

**Wenatchee School District**  
 Name  
**PO Box 1767**  
 Business Address  
**Wenatchee**  
 City **WA** **98807**  
**509.663.8161**  
 Telephone

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

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

### DUTIES OF THE NCESD, EFFECTIVE DATE, AND DURATION

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

- A. General objective(s) of this contract shall be:
- NCESD shall host the contract for the Occupational Therapist (OT) itinerant staff for the 2016-17 Special Education Cooperative to provide services for students for 10 days at \$650.00 per day and work on behalf of Wenatchee School District.
  - The School District will reimburse NCESD for these services.
  - Travel will be billed separately.
- B. NCESD will do the following in order to accomplish the general objectives:
- Recruit, hire and supervise itinerant staff.
  - Assure itinerant staff is operating under the Employee Policies and Procedures of NCESD.
  - Assure School District is informed regarding itinerant staff's schedule.
  - Provide continuing professional development for itinerant staff.
  - This contract may be amended by mutual agreement by NCESD and/or Wenatchee School District with additional days of service.
- C. NCESD will complete any additional documents required by this contract.
- Itinerant staff will complete required reports as needed.
- D. Following its approval by the authorized signatory for the Contracting Agency this agreement shall commence and be effective for the period beginning 10/26/16 and ending 01/11/17, 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 NCESD's satisfactory performance of the duties set forth herein and submission of a properly completed claim form, the Contracting Agency shall compensate the NCESD as shown below.

CONTRACT FEES	Description of Service	Total
\$650.00 per day	OT purchased for 10 days for Wenatchee School District. Travel will be billed separately.	\$6,500.00

### NCESD WILL INVOICE MONTHLY.

12-24

\_\_\_\_\_  
 NCESD Budget Account Code

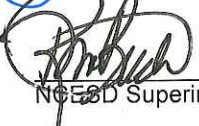
In witness whereof, the Contracting Agency and the NCESD have read, understand, and executed this entire agreement.

**NCESD's Signature and Certification**

**Contracting Agency's Signature and Certification**

 Date 10/17/2016  
 Assistant Superintendent



 Date 10/17/16  
 NCESD Superintendent

\_\_\_\_\_  
 Authorized Signatory for Contracting Agency

Federal Tax ID No. 91-0923400

Signed this 26 day of Oct 2016

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(s') or agent's(s') performance or failure to perform duties pursuant to the agreement, shall be the NCESD's sole obligation and the NCESD shall indemnify and hold harmless the Contracting Agency in full for any and all such acts or failures to act on the part of the NCESD or its employee(s) or agent(s).

## **VI. MALPRACTICE INSURANCE**

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

## **VII. TERMINATION**

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

## **VIII. VERBAL AGREEMENTS**

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

## **IX. APPLICABLE LAW**

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

## **X. NONDISCRIMINATION**

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

## **XI. BACKGROUND CHECKS**

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

## **XII. CONFLICT OF INTEREST**

This section is intentionally left blank.

## **XIII. FEDERAL BACKUP WITHHOLDING INFORMATION/OPTION TO VOID**

This section is intentionally left blank.

## **XIV. CERTIFICATION REGARDING DEBARMENT, SUSPENSION, AND INELIGIBILITY**

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

## **XV. SIGNATURES**

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





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



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

**All contracts require school board approval.**

*The **only** authorized signatures on a contract are Brian 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?
10/10/16	Renewal	University of Washington Autism Center	Consultation and Training for Wenatchee School District Special Education Staff	\$150.00 per hour up to \$10,000.00  <b>Budget Code</b>  31 2100.27 7000 000	10/7/2016 through 6/30/2017	<u>Trisha Craig</u>  I have read this contract and recommend it for board approval.  Initial <u>TC</u> Date <u>10-12-16</u>			

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

Agency Name University of Washington Autism Center  
 Attention: Robin Talley, Director of Training  
 Street address or PO Box PO Box 357920  
 City, State, Zip Code Seattle, WA 98195  
 Email Address rtalley@uw.edu  
 Phone Number 206-221-6806

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

Wenatchee School District will pay the University of Washington Autism Center(UWAC) an hourly rate of \$150.00 per clinician for training and consultation services. In addition, WSD shall pay the UWAC an hourly rate of \$75 per clinician for development of a presentation or program, report writing, review of records and travel to and from the district.

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

Reviewed by Attorney \_\_\_\_\_

Signature

Requies Edits? \_\_\_\_\_

**TRAINING AND CONSULTATION SERVICES AGREEMENT BETWEEN**

WENATCHEE SCHOOL DISTRICT #246  
AND  
UNIVERSITY OF WASHINGTON AUTISM CENTER

This Agreement is entered into by and between: WENATCHEE SCHOOL DISTRICT #246 ("Wenatchee School District"), at 235 Sunset Avenue, Wenatchee, WA 98801.

AND

University of Washington Autism Center ("UWAC") at Box 357920, Seattle, WA 98195.

**RECITALS**

1. The UWAC provides recognized professional expertise in the field of autism, is specially trained, and possesses the necessary skills, experience, education and competency, and licenses.
2. Wenatchee School District has identified the UWAC as the preferred provider of such services and desires to contract with the UWAC for such services under the following terms:

**Training and Consultation Services**

3. The UWAC will provide training and consultation during the term of this contract at the request of Wenatchee School District. Training services include but are not limited to delivery of presentation, development of presentation, and coaching/feedback to Wenatchee School District staff. Consultation services include but are not limited to direct and indirect observation/evaluation of student, review of student records, data collection, report writing, and team meetings. The dates and number of hours spent training and consulting will be mutually agreed upon between the UWAC and Wenatchee School District.
4. Wenatchee School District shall designate a contact person to the UWAC who will be responsible for obtaining Wenatchee School District's approval of the scope of work, hours, and budget for services and direct payment. The UWAC shall designate a contact person to Wenatchee School District.
5. If Wenatchee School District requests that the UWAC provide services for a particular student, Wenatchee School District will be the direct recipient of such services. Students will not be identified as clients of the UWAC or be provided with direct treatment from the UWAC, but they may be provided with direct evaluation services. A separate document authorizing the exchange of the students' education records and information between Wenatchee School District and the UWAC shall be signed by the students' parent or guardian and by the students if they are at least 13 years of age. Obtaining the necessary signatures for this document shall be the responsibility of Wenatchee School District, and a copy shall be provided to the UWAC prior to the commencement of the consultation. Duplicates of all written reports and notes produced by the UWAC shall be the property of Wenatchee School District and not the students or their families.





**PAYMENT TERMS**

- 6. Wenatchee School District shall pay the UWAC an hourly rate of \$150.00 per clinician for training and consultation services. In addition, Wenatchee School District shall pay the UWAC an hourly rate of \$75 per clinician for development of a presentation or program, report writing, review of records, and travel to and from the district.
- 7. The UWAC will invoice Wenatchee School District each month where services are provided. Wenatchee School District shall pay upon receipt of invoices.
- 8. Accounts are closely monitored. Unless otherwise stated, standard payment terms shall be 30 calendar days following date of invoice. If Wenatchee School District fails to make timely payment or establish a mutually agreeable payment plan, the UWAC may submit Wenatchee School District account to the University of Washington's Invoice Receivables office for collection.

**MISCELLANEOUS TERMS**

- 9. This Agreement reflects the entire understanding in writing and supersedes and takes precedence over previous communications and understandings.
- 10. Amendments, attachments, and addendums to this Agreement may be made upon the written mutual agreement of Wenatchee School District and the UWAC.
- 11. This Agreement is effective beginning 10/7/2016 to 6/30/2017. This Agreement may be terminated upon 30 days written notice by either party to this Agreement.
- 12. Each party to this agreement will be responsible for the negligent acts or omissions of its own employees, officers, students, or agents, in the performance of this Agreement. Neither party will be considered the agent of the other, and neither party assumes any responsibility to the other party for the consequences of any act or omission of any person, firm, or corporation not a party to this Agreement.

The individuals below certify that they are authorized to sign on behalf of and bind their respective organizations.

Signed:

\_\_\_\_\_  
Signature

Robin Talley  
Director of Training  
UW Autism Center

\_\_\_\_\_  
10/7/16

Date

\_\_\_\_\_  
Signature

Trisha Craig  
Special Education Director  
Wenatchee School District

\_\_\_\_\_  
Date





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

Please submit this form with your **unsigned** contract to Denise Watson at least **3** weeks before the scheduled School Board meeting. Upon attorney review and approval (if necessary), 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?
October 2016	New	Washington STEM	Providing 5 STEM Filed Experiences for the 5th Graders at Lincoln Elementary.	\$5,000.00	Nov 1, 2016 - June 30, 2017	Bill Eagle			
				Budget Code		I have read this contract and recommend it for board approval.			
				TBD		Initial <u>BE</u> Date <u>10/24/16</u>			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	Washington STEM
Attention:	Grants Management
Street address or PO Box	210 South Hudson Street
City, State, Zip Code	Seattle, WA 98134
Email Address	www.washingtonstem.org
Phone Number	206-658-4336
	Please see attached for grant proposal.

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

Reviewed by Attorney	Requires Edits?
Signature	

## GRANT AGREEMENT TERMS AND CONDITIONS

Congratulations on being selected to receive a grant from Washington STEM. By signing below, your organization (as identified below, "Grantee") agrees to be bound by the terms of this agreement (the "Agreement"). As used in this Agreement, the terms "you" and "your" refer to Grantee.

Please have an authorized representative of your organization review and sign a copy of this Agreement and send to the address provided on the signature page further below.

<b>Grantee:</b>	Wenatchee School District, Tina Nicpan-Brown
<b>Fiscal Agent:</b>	Wenatchee School District
<b>Grant Amount:</b>	\$5,000.00
<b>Grant Term:</b>	November 1, 2016 – June 30, 2017
<b>Title:</b>	FieldSTEM CCL Project (this project)

1. **Use of Grant Funds.** You agree to use the grant funds for the grant purposes stated in this Agreement and its attachments, the Memorandum of Understanding. Grant funds may not be expended, loaned, pledged, or transferred for reasons other than carrying out the requirements set forth in **Attachment A – the Memorandum of Understanding** (the MOU) and any additional scopes of work attached to this Agreement. You agree to comply with all applicable laws in your use of the grant funds.
2. **Use of Fiscal Agent.** If your organization is accepting this grant through a fiscal agent, your fiscal agent ("Fiscal Agent") will be required to be party to the Agreement. Washington STEM will make payments to the Fiscal Agent and said Fiscal Agent shall administer the grant funds on behalf of your organization in compliance with this Agreement. The fiscal agent will make disbursements from the grant funds to or for the benefit of grantee organization for the purposes of this project at such times and in such a manner as may be directed by the grantee organization.
3. **Grant Term.** The grant term is November 1, 2016, through June 30, 2017.
4. **Payment of Grant Funds.** The grant funds will be paid by Washington STEM according to the schedule set forth in Attachment A, the MOU.
5. **Grant Expenditures.** You agree that the grant funds will be expended specifically in service to the commitments contained in the MOU, the terms of which are incorporated and made a part of this Agreement by reference.

While grant funds may be applied toward the purchase or use of products or services to support Grantee's commitments, Washington STEM does not commercially endorse the selection or use of such products or services.

All equipment purchases, as approved by Washington STEM, shall be the property of the grantee organization.

Grantee represents and warrants that the execution, delivery, and performance of this Agreement does not and will not violate any law, order, regulation, or agreement to which Grantee is subject and that once signed by Grantee this Agreement will be a legal and binding agreement of Grantee.

6. **Participation in Washington STEM-sponsored events and activities.** You agree to participate in Washington STEM hosted meetings and opportunities to be held throughout the grant term as

described in the MOU. You also agree to participate, if requested, in surveys and evaluations conducted by a representative or contractor of Washington STEM.

7. **Participation in Washington STEM evaluation.** It is the policy of Washington STEM to conduct periodic research and evaluations regarding the activities funded through its grant programs. As part of the activities listed in the MOU, Grantee agrees to participate in an assessment specific to this project.
8. **Quality of Work.** Completion of the requirements listed in the MOU will be the key to the success of this project. Washington STEM will offer technical support to Grantee as mutually agreed upon in connection with the goal of successful completion of the requirements set forth in the MOU.
9. **Change in Key Personnel.** Should there be any material change in program personnel or participation, Washington STEM requires Grantee to notify Washington STEM staff within 30 days of the change.
10. **Assignment and Subcontracting.** Grantee may not assign any rights or delegate any obligations under this Agreement (including any assignment by merger or other combination by operation of law) or subcontract any such rights or obligations without the prior written consent of Washington STEM. Any attempted assignment contrary to this Section will be null and void and of no force or effect.
11. **Reporting Requirements.** An essential element of a project is to understand the factors contributing to its overall success, as well as challenges encountered throughout the planning and implementation. Grantee agrees to complete the reporting requirements set forth in the MOU.
12. **Records.** You agree to keep records in such a manner that the receipts and expenditures of the grant funds will be shown separately in an easily checked form. These records of grant funds, as well as supporting documentation, will be archived by your office for at least four (4) years after the completion of the use of the grant funds, and you agree to make such books, records, and supporting documentation available to Washington STEM for inspection, if requested, from the time of your acceptance of this grant through such period.
13. **Publicity.** You agree that Washington STEM and its designees may take photographs and create videos, case studies, reports, blog entries, articles, advertising, marketing and publicity materials, and other materials regarding Grantee (the "WS Publicity Materials") and use such WS Publicity Materials in any manner and media and for any purpose without further permission or compensation. You further agree that Washington STEM may disclose information about Grantee's organization and use the name and logo of the Grantee in such WS Publicity Materials and in other Washington STEM public communications (including in press releases, on its website, and in other print and online materials), for promotional or other purposes without further permission or compensation. Upon request by Washington STEM, you agree to provide reasonable assistance to Washington STEM to obtain signed publicity waivers from persons associated with Grantee (for example, for use of photos or video taken by Washington STEM in connection with this project or Grantee's commitments). You also agree to periodically provide Washington STEM with photographs, video, and promotional and information materials regarding Grantee, and you represent and warrant that you have obtained all necessary permissions, releases, and clearances with respect to such materials to permit the use thereof by Washington STEM as permitted under this Agreement.
14. **Acknowledgement of Washington STEM.**
  - a. Grantee will not issue or give any press release, interview, or other public statement regarding Washington STEM, this project grant, this Agreement, or the parties' relationship without Washington STEM's prior written consent. The term "Acknowledgement" means any public reference or any other right or benefit provided to Washington STEM in recognition of this project grant.

- b. Washington STEM and Grantee may agree that Grantee will provide Acknowledgements other than to "Washington STEM." In such a case, Grantee will refer to Washington STEM's communications director (Jesse Gilliam, [jesse@washingtonstem.org](mailto:jesse@washingtonstem.org)) for use of applicable names, logos, or other identifying marks of Washington STEM. Except as otherwise noted in this Agreement, Grantee must receive written consent of Washington STEM prior to Grantee's public use or distribution of any materials or statements containing any Washington STEM mark.
- c. For any trademark, trade name, service mark, logo or other identifier of Washington STEM (whether or not registered, each a "Trademark") to be used as an Acknowledgement of this project grant by Grantee pursuant to this Agreement, Washington STEM will be deemed to have granted to Grantee a non-exclusive, non-transferable, revocable sublicense to those Trademarks (the "Trademark License"). The Trademark License will terminate upon the earlier of (i) Washington STEM's notice of termination to Grantee, or (ii) the expiration or termination of this Agreement. Without limiting any provision of this Agreement, however, Washington STEM in its sole discretion may modify, limit, or terminate a Trademark License at any time. Any use by Grantee of any Trademark, pursuant to the Trademark License or otherwise, and all goodwill associated with the Trademark shall inure to the sole benefit of Washington STEM.
15. **Public Access.** Upon request, Grantee agrees to deliver to Washington STEM a copy of any and all work product, results, reports, publications, data, and other materials and works of authorship you create or develop through or in connection with this project (collectively, the "Project Materials"). As used in this Agreement, the term "Project Materials" also includes any blog posts, text, images, videos, sound recordings, and other content you (including your personnel) upload to Washington STEM's website or otherwise deliver to Washington STEM. Grantee represents to Washington STEM that all Project Materials provided to Washington STEM are the entirely original creation of Grantee and do not incorporate any third party video, images, text, or other content or violate or infringe upon the rights of any third party. Further, you agree to deliver to Washington STEM a copy of any third party reports, articles, or other publications regarding the commitments funded by this project grant that are available to the public and, upon request, provide reasonable assistance to Washington STEM to obtain rights to reproduce and distribute such publications.
16. **Ownership of Project Materials.** You agree that Washington STEM and Grantee will jointly own all right, title, and interest in and to the Project Materials, if any, and each party may freely use and alter such Project Materials as they see fit without any obligation to account to the other party for any profits relating thereto. Grantee hereby assigns to Washington STEM an undivided one-half interest in and to the Project Materials. This paragraph shall not be construed to imply ownership by Washington STEM of any other program materials.
17. **Assurances.** You agree to take all reasonable or appropriate measures to protect and ensure the health, safety, and well-being of all children and other people participating or otherwise involved in any manner with this project, including, without limitation, obtaining background checks of each of your employees and volunteers associated with this project who come into contact with children and providing appropriate training regarding safety and reporting requirements.
18. **Early Termination.** You agree to repay to Washington STEM upon demand the full amount of the grant funds or any portion of the grant funds that were not spent on this project if there is a failure to comply with any provision of this Agreement.
19. **Future Funding.** You acknowledge that Washington STEM and its representatives have made no actual or implied promise of funding except for the amounts specified by this Agreement.
20. **Grant Extension.** At the written request of the Grantee, a no-cost extension may be approved by Washington STEM to extend the grant term beyond the end date noted above. In evaluating the request, Washington STEM staff may request additional materials and documentation.

21. **Release.** You hereby release Washington STEM and its directors, officers, employees, agents, and volunteers (collectively, "released parties") from any and all liability in connection with your participation in Washington STEM grant programs, your acceptance or use of a grant, and your program, including liability arising from the negligence or other fault of a released party. You will indemnify, defend, and hold harmless the Released Parties (and upon a Released Party's request, defend such Released Party) from and against any and all losses, liabilities, damages, costs, expenses (including reasonable attorney fees), and claims arising from your participation in Washington STEM grant programs, your acceptance or use of a grant, including without limitation any claims by your employees, volunteers, and other personnel involved in this project.
22. **Indemnification.**
- (a) Grantee will defend, indemnify, and hold harmless Washington STEM and its trustees, directors, officers, employees, faculty (collectively, the "Indemnified Parties"), from and against any and all losses, claims, liabilities, damages, and costs of whatever kind and nature, including attorneys' fees, costs, and expenses, arising out of or related to (i) this project and the Project Materials; (ii) any breach or alleged breach of any of Grantee's representations and warranties under this agreement; or (iii) death or injury of any person, or the loss or damage to any property, occurring in connection with this project or as a result of the negligence of Grantee or the failure of the Grantee to perform its obligations under this Agreement.
- (b) Washington STEM will defend, indemnify, and hold harmless Grantee and its trustees, directors, officers, employees, and faculty (collectively, the "Indemnified Parties"), from and against any and all losses, claims, liabilities, damages, and costs of whatever kind and nature, including attorneys' fees, costs, and expenses, arising out of or related to (i) any breach or alleged breach of any of Washington STEM's representations and warranties under this Agreement; or (ii) death or injury of any person, or the loss or damage to any property, occurring as a result of the negligence of Washington STEM or the failure of Washington STEM to perform its obligations under this Agreement.
23. **Modification.** This Agreement sets forth all terms of the grant and replaces all prior understandings and Agreements. Any modification or amendment will be made only in writing and signed by an authorized officer of Grantee's organization and of Washington STEM.
24. **Applicable Law.** This Agreement will be construed in accordance with the laws of the State of Washington. Neither party will commence or prosecute any suit, proceeding, or claim arising under or by reason of this Agreement other than in the state or federal courts located in King County, Washington. Each party hereby irrevocably consents to the jurisdiction and venue of such courts in connection with any action, suit, proceeding, or claim arising under or by reason of this Agreement.
25. **Severability.** If any provision of this Agreement is found to be invalid or unenforceable, then the remainder of this Agreement will have full force and effect, and the invalid provision will be modified, or partially enforced, to the maximum extent permitted to effectuate the purpose of this Agreement.
26. **Construction.** Unless otherwise required by the context, references to "parties" refer to Washington STEM and Grantee and "party" refers to Washington STEM or Grantee, as applicable. When used in this Agreement, the term "including" shall mean including without limitation. This Agreement may be signed in counterparts (including by electronic transmission), each of which will be considered an original and all of which together will constitute one and the same instrument. This Agreement incorporates and includes all Appendices, Attachments, and future Amendments hereto.
27. **Notices.** Unless otherwise specified herein, notices (including any consent or communication hereunder) must be in writing and may be given by any of the following: email, first class mail (return receipt requested), or courier. Either party may change its notice address by using this notice procedure. Notices are given to a party's address as indicated below.



TO GRANTEE:	TO WASHINGTON STEM:
Wenatchee School District Attn: Bill Eagle 235 Sunset Avenue Wenatchee, WA 98807	Cindy Gustafson, CFO Washington STEM 210 S. Hudson Street, Seattle, WA 98134 <a href="mailto:cindy@washingtonstem.org">cindy@washingtonstem.org</a>

- 28. Entire Agreement.** This Agreement (together with any attachments) sets forth the entire agreement, and supersedes any and all prior and contemporaneous oral or written communications, understandings and agreements, with regard to the subject matter hereof. In the event of any conflict or inconsistency between the terms of this Agreement and any attachment, the terms of this Agreement will prevail.
- 29. Counterparts.** This Agreement may be executed in counterparts (including but not limited to facsimile or PDF copies), each of which shall be deemed an original copy of this Agreement, and all of which, when taken together, shall constitute one and the same instrument. This Agreement shall not become effective until signed by both parties.

[The remainder of this page intentionally left blank]

On behalf of Washington STEM, I wish you every success in furthering our commitment to advance science, technology, engineering, and mathematics education and career pathways across Washington state.

Sincerely,

**Washington STEM**

Patrick D'Amelio  
CEO, Washington STEM

Date: \_\_\_\_\_

Accepted by:

**Grantee (Organization)**

SIGNATURE: \_\_\_\_\_

PRINT NAME: \_\_\_\_\_

TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_

**Program Lead (if applicable)**

SIGNATURE: \_\_\_\_\_

PRINT NAME: \_\_\_\_\_

TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_

**Fiscal agent (if applicable)**

SIGNATURE: \_\_\_\_\_

PRINT NAME: \_\_\_\_\_

TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_

Please return a signed copy, complete with all required signatures, to the attention of:

Washington STEM  
Attn: Grants Management  
210 South Hudson Street  
Seattle, WA 98134

## ATTACHMENT A: MEMORANDUM OF UNDERSTANDING

### Payment Schedule

<u>Payment Date</u>	<u>Payment Amount</u>
November 2016	\$ 5,000.00

**Grant term: November 1, 2016 – June 30, 2017; Final report due July 31, 2017**

Washington STEM's mission is to advance excellence, equity, and innovation in STEM education. We will be successful when all students in Washington are STEM literate, prepared for and succeed in post-secondary education, and obtain family wage earning jobs. However, we can't do that alone. Washington STEM's success is based on the collective impact organization model, where our community will help grow a movement to advance STEM education across the state. This MOU documents critical ways in which Washington STEM and Grantee will engage to work collectively toward shared goals.

### PROJECT OVERVIEW

Washington STEM, in partnership with the Pacific Education Institute (PEI), is offering **\$5,000 grants to programs/organizations within our 10 STEM Networks to support FieldSTEM-related Career Connected Learning**. Through this grant process, Washington STEM and PEI seek to:

- Learn about exemplary FieldSTEM-related Career Connected Learning (CCL) experiences that measure outcomes for the kids they serve
- Preview promising practices in FieldSTEM CCL work
- Promote partnerships between K-12 and out-of-school partners

**What is FieldSTEM?** FieldSTEM teaching and learning is achieved when students are given opportunities to engage in real world project-based learning (primarily in the outdoors) in partnership with STEM stakeholders in natural resource management, agricultural science, and environmental science. FieldSTEM literacy is the ability to identify, apply, and integrate concepts from science, technology, engineering, and mathematics (STEM) specifically related to the natural resource, agricultural, and environmental sectors and their careers. Students literate in FieldSTEM are able to understand complex problems in these areas and innovate to solve them. FieldSTEM literacy is achieved when students are able to apply understanding of how the world works within and across the four interrelated STEM disciplines to improve the social, economic, and environmental conditions of their local and global community.

**What is Career Connected Learning?** Career Connected Learning is a continuum of awareness, exploration, preparation, and work experiences developed through strong public and private partnerships. Participants develop, apply, and are assessed on academic, technical, trade, and entrepreneurial skills that support their future career success ([Career Connected Learning Framework](#)).

### COMMITMENTS

The commitments of each party are as follows.

Grantee agrees to:

- Send Washington STEM a one sentence description of the project that we can use in a press release and other marketing materials.
- Implement the program as set forth in Attachment C – Grantee's Application.
- Adhere to the Project Budget – Attachment D.
- Share program materials, tools, and resources.
- Participate in interviews or surveys to share information about program design and outcomes, upon request.
- Share metrics and data collected about the program and anonymized data about program participants.
- Present program information, if requested, at the Governor's Summit on Work-Based Learning, tentatively scheduled for May 2017 (date TBD).
- Provide a final written report according to the Grant Report Guidelines – Attachment B
- Complete the FieldSTEM CCL Activity Schedule.

Washington STEM agrees to:

- Pay Grantee, or its fiscal agent, \$5,000 for reimbursement of expenses and performance of work required to execute upon the commitments outlined in this MOU
- Provide technical assistance (e.g. consultation on evaluation metrics, data collection, or program design) by phone, email, or in person
- Facilitate opportunities to check in and connect with other recipients of a FieldSTEM grant via webinar, beginning with an optional webinar on **November 9, 2016, from 3:30 pm - 4:30 pm**

## ATTACHMENT B: GRANT REPORT GUIDELINES

### REPORT SCHEDULE

Due Date	Deliverable
July 31, 2017	Final written report and financials

#### Cover Sheet

Include Grantee name, reporting period, and individual(s) responsible for completing the report. Each page of the report should also include a header with the Grantee name and reporting period and a footer with the page number.

#### Annual Activities for Reporting Period

Report progress against the activities and outcomes from your response to the RFP in the following manner:

Please respond to the following questions:

- **Significant Outcomes.** What were the most significant outcomes of your grant activities?
- **Challenges.** What challenges or obstacles did you encounter, how did you overcome them, and did your approach result in changes to the original objectives? Did you make changes to the scope of work detailed in the agreement? If so, please provide a rationale for these changes and possible budget implications.
- **Products, Tools, or Resources.** Please describe any products, tools, or resources that were developed or discovered during this reporting period that could be shared with Washington STEM to help inform others doing similar work.
- **Success Stories.** Include one to three success stories or specific accomplishments
- **Feedback.** Please include any comments or feedback as to how Washington STEM staff can improve its relationship with its partners and provide any additional assistance to help Grantees succeed

#### Financials

- Present an actual budget of grant expenditures for the reporting period alongside the approved budget (see Attachment D). Include a brief narrative explaining line item variances (over/under 10 percent) from the approved budget and any consultants paid for services. If you have any underspend, please also provide an updated budget and narrative for how those funds will be used to support the work of Grantee. Any substantive changes should include an explanatory note. Please also list additional funding sources (secured and prospected) that would support the ongoing efforts of this work.

#### Attachments

- Include relevant materials, evaluations, and/or media stories directly related to your grant

**ATTACHMENT C: GRANTEE'S APPLICATION**

Please see attached.

**ATTACHMENT D: BUDGET**

Please complete this budget form. For items not included in your project budget, please enter '0.'  
Total budget must equal \$5,000.

Item	Cost	Notes
Personnel (staff, benefits, and consultants/ contractors)	\$2,000	
Travel (e.g. school buses, mileage)	\$1,200	
Teacher Stipends/Sub Reimbursements	\$525	
Materials	\$1,075	
Other	\$0	
Indirect (no more than 15%)	\$200	
<b>TOTAL</b>		



### FieldSTEM Career Connected Learning Activity Schedule

Please indicate any grant related activities/events that might serve as an opportunity for a site visit by Washington STEM and/or PEI. If you do not yet have specific dates scheduled, then just indicate a range (or month) when you are likely to have an event.

Name of Organization: Wenatchee School District - Lincoln Elementary - Tina Nicpan-Brown

Activity/Event	Date(s)	Location	Notes
Skiing Lessons, Ski Resort Careers, Engineering Snow and Testing Helmets	December 2016	Mission Ridge Ski and Board Resort - Wenatchee, WA	
Snowshoeing, Field Based Careers in Nature and Making Snowshoes	February 2017	Wenatchee River Institute at Barn Beach Reserve - Leavenworth, WA	
Airport and Airline careers, Aircraft Mechanics and Wing designs	March 2017	Pangborn Memorial Airport - East Wenatchee, WA	
Small business careers, Transforming buildings/sustainability, agricultural careers and Crane Designs	April 2017	Pybus Market - Wenatchee, WA	
Emergency Medical Careers, responsibilities/laws and GeoCity Additions	May 2017	Wenatchee Police Department, Wenatchee Fire Department, Wenatchee Valley Health	



USER  
[ ]  
Fc

# Search Results

## Current Search Terms: washington\* STEM\*

Your search for "Washington\* STEM\*" returned the following results...

**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.

Entity	WASHINGTON STEM CENTER, THE	Status: Active (+)	<a href="#">View Details</a>
DUNS: 052872888	CAGE Code: 7MX50		
Has Active Exclusion?: No	DoDAAC:		
Expiration Date: 06/06/2017	Delinquent Federal Debt? No		
Purpose of Registration: All Awards			

glo:

[Search](#)

[Result](#)

Entity

Exclus

[Search](#)

[Filter](#)

By Re

Status

By Re

Type

SAM | System for Award Management 1.0

IBM v1.P.53.20161012-1315

WWW4

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

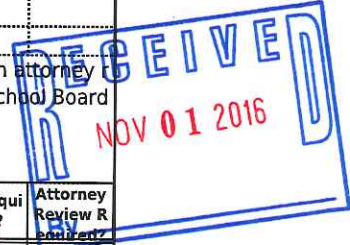


**Contract Coversheet (Non-Federal)  
 Request Board Approval**

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 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?
9-29-16	Renewal	Mercer Consumer	Blanket Student Liability Insurance	\$1830.00		(Put Your Name Here) [Signature]	[Signature]		
				Budget Code		I have read this contract and recommend it for board approval. Initial [Signature] Date 9/30/16			This is decided at the district office.
				31-27-7095-402-6800					

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

Agency Name	Mercer Consumer	Contract Details (Give a brief description of the contract) If this is a revision, what has changed?
Attention:	LISA LANE	
Street address or PO Box	P.O. Box 14576	
City, State, Zip Code	Des Moines IA. 50306-3576	
Phone Number	806 795-DIST-EXT 55184	

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

Reviewed by Attorney	Signature	Requires Edits?
----------------------	-----------	-----------------

Health Occupations students are required to do practicums as part of their course work at local health care facilities. Blanket Liability Insurance coverage is a required as part of our agreement with these facilities



Mercer Consumer, a service of  
Mercer Health & Benefits Administration LLC  
P.O. Box 14576  
Des Moines, IA 50306-3576  
Phone 1-800-503-9230 Fax 515-365-6338  
Email PLSAdmin.service@mercer.com  
www.proliability.com

## YOUR STUDENT BLANKET LIABILITY PROTECTION AGAINST LAWSUITS IS ABOUT TO EXPIRE.

Wenatchee High School  
Health Occupations / Sports Medicine  
1101 Millerdale Street  
Wenatchee, WA 98801

Subject: Professional Liability Renewal Student Blanket Liability  
Policy Number: AHV-102301005  
Expiration Date: 12/02/2016

Dear Valued Client,

Your Student Blanket Professional Insurance coverage is due to expire on the above referenced date. To ensure continuity of this valuable coverage, please complete the enclosed application and return to our office to receive a renewal quotation.

With the approved renewal of this valuable coverage, you will have the security of receiving continual broad protection designed to meet your specific needs. Failure to return the application may jeopardize renewal coverage.

**For important information on product enhancements or new products that may be available to you please visit [www.proliability.com/LIU-Updates](http://www.proliability.com/LIU-Updates).**

Remember, a professional liability policy provides you and your institution important security needed in today's litigious society. Please keep this valuable coverage working for you...continue your coverage today

Thank you for placing your trust in Mercer Consumer. We appreciate your continued support of the program and look forward to serving your insurance needs. If you have any questions, please contact us at 1-800-503-9230.

Sincerely,

Mark Brostowitz  
Principal  
Mercer Consumer  
In CA d/b/a Mercer Health & Benefits Insurance Services LLC  
CA Ins Lic. #0G39709

## PROFESSIONAL LIABILITY INSURANCE APPLICATION STUDENT BLANKET INSURANCE PROGRAM

Broker ID # _____ (Internal use only)
--

### HOW TO APPLY:

1. Give official name and address of school, department and contact person.
2. Indicate total number of students to be insured.
3. Select plan and calculate premium (round to nearest dollar).
4. Indicate if you require a facility under contract as an "Additional Insured" if so add 25% of the total student premium.
5. Calculate premium (round to nearest dollar).
6. Sign and date application.
7. Send in completed application and premium payment made payable to the appropriate administrator. Coverage will become effective on the date your application is approved and premium payment is received.
8. Any questions? Visit [www.proliability.com](http://www.proliability.com) or call toll-free: 1-800-503-9230.

Want a faster and easier way to apply? Visit [www.proliability.com](http://www.proliability.com) for ability to apply online

### Section A. Student Blanket Professional Liability Insurance Application

It is very important that you fill out the application completely. Failure to do so could cause a delay in processing.

Choose Policy Term 1 year 2 years 3 years

If prepaying for two or three years, you will receive a quote from our Underwriting Department disclosing your premium credit.

OFFICIAL NAME OF SCHOOL

Wenatchee High School

DEPARTMENT(S)

Health Occupations / Sports Medicine

PERSON TO CONTACT AT SCHOOL

Michelle Mahoney - Holland

ADDRESS

1101 Millerdale St. Wenatchee WA 98801

TELEPHONE

509 662-8754

CITY

509 663-2573

STATE

ZIP

FAX #

E-MAIL ADDRESS

mahoneyholland.m@wenateeheschools.org

### Summary of Plans

**Plan 1 Limits of Professional Liability \$2,000,000/\$4,000,000.** Pays up to a total of \$4,000,000 per student in any one year.

**Plan 2 Limits of Professional Liability \$1,000,000/\$3,000,000.** Pays up to a total of \$3,000,000 per student in any one year.

**Plan 3 Limits of Professional Liability \$500,000/\$500,000.** Pays up to a total of \$500,000 per student in any one year.

When more than one department is involved, if school regulations permit, please include total premium in one check.

## Section B. Underwriting Questions

1. Within the last ten (10) years has the school (if applicable), any student of the school (in the course of their activities as such), or any faculty member been the subject of disciplinary or investigative proceedings and/or been reprimanded by any governmental or administrative agency, hospital or professional association? Yes No
2. Within the last ten (10) years, has the school had similar professional liability coverage refused, renewal denied, and/or cancelled? If "Yes" please explain in full detail by attachment. \*\*\*Note: Not applicable to schools based in Missouri. Yes No
3. Within the last ten (10) years, have any Professional Liability claims or suits been brought against any students of the school, the school itself, or any faculty member, whether insured or not; and/or are you aware of any circumstances which might reasonably be expected to lead to a claim or suit? If "Yes", please visit [www.proliability.com/faq](http://www.proliability.com/faq) to complete the Claim Questionnaire for each claim and/or incident. Yes No
4. a. Do you have in place a written contract/agreement with all off-site facilities in which students are placed?  
 Yes  No N/A (if students are never placed outside school grounds)
- b. If "Yes" to 4.a, do all contracts contain indemnifications and/or hold harmless clauses inuring to the school's benefit?  
 Yes  No N/A
- c. If "Yes" to 4.a, do all contracts contain provisions confirming the limited roles and responsibilities of students while on the facility's premises?  
 Yes  No N/A
5. Are all students directly supervised while engaged in training programs of any kind on-site or at off-site facilities?  Yes  No  
 If "No", please provide details of activities which are not supervised: \_\_\_\_\_
6. Do your students provide services and/or receive training in any of the following locations:
- |  |  |
|--|--|
| <input type="checkbox"/> Outpatient Clinic       | <input type="checkbox"/> Assisted Living Facility  |
| <input type="checkbox"/> Private home            | <input type="checkbox"/> Correctional Facility     |
| <input checked="" type="checkbox"/> Hospital     | <input type="checkbox"/> Child Care/Nursery School |
| <input checked="" type="checkbox"/> Nursing Home |  |
- Please provide details for all checked responses: Students participate "as learners" in 3 local health care facilities and 1 hospital
7. What is the average tenure (in years) of faculty currently teaching at your school? \_\_\_\_\_

## Section C. Indicate the total number of students to be insured by the level of study:

<u>122</u> High school	_____ Continuing Education
_____ College	_____ Graduate School/PHD
_____ Technical School	_____ Other: _____

## Section D. STUDENT POPULATION TOTALS

### Allied Health – Student Class I:

#### **CARDIOLOGY:**

- Cardiac EP (Electrophysiology)
- Cardiology Technician
- Cardiopulmonary Technician
- Cardiovascular Technician
- Echocardiography
- EEG Technician
- EKG Technician
- Electrophysiology Technologist
- Electrocardiograph Aide
- Electrocardiograph Technician
- PM/ICD (Pace Maker-Implantable Cardioverter Defibrillator)
- Other \_\_\_\_\_

#### **DIETITIAN/NUTRITIONIST:**

- Dietitian
- Dietetic Technician
- Nutritionist
- Dietary Managers
- Food & Nutrition
- Wellness Science
- Other \_\_\_\_\_

#### **HEALTH EDUCATION:**

- Foundations of Health Science
- Health Academy
- Health Educators
- Health/Healthcare Assistant
- Health Career Access
- Health Career Care
- Health Coordinator
- Health Education
- Health Occupation
- Health Promotion
- Health Science Education Medical Therapist
- Other \_\_\_\_\_

#### **HEALTH INFORMATION MANAGEMENT:**

- Allied Health Management
- Bookkeeping/Office Management
- Health Information
- Health Information/Health Technology
- Health Information Management
- Long Term Health Care Administration
- Medical Admin. Assistant
- Medical Admin. Specialists
- Medical Assistant
- Medical Billing and Medical Coding
- Medical Office/Receptionist
- Medical Records and Procedural Coders
- Medical Transcript
- Other \_\_\_\_\_

#### **MENTAL HEALTH /BEHAVIORAL HEALTH:**

- Behavioral Health
- Child Development and/or Family Services Counselor
- Counselor
- Drug and Alcohol Counselor
- Marriage and Family Counselors
- Pastoral Counselors
- Personnel and/or Guidance Counselors
- Psychiatric Technician
- Psychiatric Technologist
- Psychologist
- Social Worker
- Other \_\_\_\_\_

#### **NURSES:**

- BSN: Bachelor Degree Nursing
- Clinical Research
- Forensic Science
- Geriatric Nursing Assistant
- Gerontology
- Graduate Nurse
- Home Health Aides
- IV Therapist
- Lactation Consultants
- LPN/LVN
- MSN- Master of Science in Nursing
- Nurse
- Nurse Aide
- Nurse Assistant
- Psychiatric Nurse
- Registered Nurse (RN)
- Practical Nursing
- School Nurse
- State Tested Nursing Assistant
- Other \_\_\_\_\_

#### **OPTOMETRY:**

- Optometric Technician
- Optometrist
- Ophthalmic Assistant/ Technician
- Ophthalmic Photographer
- Ophthalmic Technologist
- Optician
- Other \_\_\_\_\_

#### **PHARMACY:**

- Certified Medication Aide
- Certified Medication Tech
- Pharmacist
- Pharmacist Technician
- Other \_\_\_\_\_

\*Acceptable If no live preparation or dispensation of medication by students is involved. Otherwise, rate in Class II.

**RADIOLOGIC:**

- Computed Tomography Imaging
- Diagnostic Medical Sonographer
- Mammography
- MRI Technician
- Radiologic Technician
- Radiologic Technologist
- Ultrasound Technologist
- X-Ray Technician
- Other \_\_\_\_\_

**TECHNICIAN/TECHNOLOGISTS/ASSISTANTS:**

- Allied Health Assistant /Direct
- Allied Health Science Interns
- Bio-Medical Technician
- Blood Bank Technologist
- Central Sterile Processing
- Certified Laboratory Assistant
- Certified Laboratory Technologist
- Certified Medication Aide/Technician
- Child Care Assistant
- Clinical Laboratory Technologist
- Clinical Radiography Technician
- Cytogenetic Technologist
- Dental Laboratory Technician
- Dialysis Technician
- Health/Healthcare Assistant
- Hemodialysis Technician
- Histologic Technician
- Laboratory Aide
- Laboratory Assistant
- Medical Laboratory Technician
- Medical Technical Assistant
- Medical Technologist
- Nuclear medical Technologist
- Orthopedic Assistant
- Orthopedic Technician
- Patient Care Assisting
- Patient Care Technician
- Phlebotomist
- Polysomnographic Technician
- Rehabilitation Assistant
- Rehabilitation Counselor
- Rehabilitation Therapist
- Speech Language Pathologist
- Speech Language Pathologist Assistant
- Sterile Processing Technicians
- Surgical Technologist
- Vascular Technician
- Other \_\_\_\_\_

**THERAPISTS:**

- Art Therapist
- Athletic Trainer
- Audiologists
- Community Health Intern
- Dance Therapist
- Dental Assistant
- Dental Hygienist

- Drama Therapists
- Enterostomal Therapist

**THERAPISTS CONT:**

- Exercise Science
- Exercise Science Personal Trainer
- Foundations of Health Science
- Health/Healthcare Science Internship/Students
- Interpreter for the Deaf \*\*\*
- Massage Therapist
- Movement Science
- Music Therapist
- Occupational Assistant
- Occupational Therapist
- Orthotist
- Personal/Fitness Trainer
- Physical Therapist
- Physical Therapy Assistant
- Pre-Physical Therapy
- Prosthetics & Orthotics
- Radiation Therapy
- Recreational Therapist
- Respiratory Therapists
- Respiratory Therapy Technician
- Therapeutic Services
- Other \_\_\_\_\_

\*Acceptable in Class I if fully supervised and indemnified. Otherwise Class II

**Allied Health**

**Student/Graduate Class II:**

- Circulation Technician
- Doctor of Nurse Practice Students
- Emergency Medical Responder
- Emergency Medical Technician
- Fire Fighter-First responders
- Invasive CVT (Cardiovascular Tech)
- Nurse Practitioner
- Paramedic
- Physician Assistant
- Surgeon Assistant
- Other \_\_\_\_\_

\*Involving no live hands on surgical or ER work. Supervised surgical or ER work is acceptable in Class II subject to underwriter review.

**Non-Medical Student/Graduate Class I:**

**ACCOUNTING:**

\_\_\_ Accounting Operations  
\_\_\_ Other \_\_\_\_\_

**COMMUNICATION**

\_\_\_ Advertising  
\_\_\_ Broadcasting  
\_\_\_ Journalism  
\_\_\_ Public Relations  
\_\_\_ Other \_\_\_\_\_

**COSMETOLOGY:**

\_\_\_ Barber  
\_\_\_ Cosmetologist  
\_\_\_ Esthetics (non-medical)  
\_\_\_ Manicurist  
\_\_\_ Other \_\_\_\_\_

**CULINARY ARTS:**

\_\_\_ Chef/Sous Chef  
\_\_\_ Culinary Arts  
\_\_\_ Hotel Management  
\_\_\_ Restaurant Management  
\_\_\_ Other \_\_\_\_\_

**EDUCATION:**

\_\_\_ Early Education/Early Intervention  
\_\_\_ Educational Diagnostician  
\_\_\_ Human Services  
\_\_\_ Student Aide  
\_\_\_ Student Teacher Interns  
\_\_\_ Other \_\_\_\_\_

**FUNERAL:**

\_\_\_ Funeral Services  
\_\_\_ Mortuary Science  
\_\_\_ Other \_\_\_\_\_

**LEGAL:**

\_\_\_ Criminal Justice  
\_\_\_ Legal Assisting  
\_\_\_ Paralegal  
\_\_\_ Other \_\_\_\_\_

**MAINTENANCE:**

\_\_\_ Carpentry  
\_\_\_ Paint and Refinishing  
\_\_\_ Plumbing  
\_\_\_ Welding  
\_\_\_ Other \_\_\_\_\_

**SPORTS MANAGEMENT:**

\_\_\_ Sports Management  
\_\_\_ Other \_\_\_\_\_

**PARKS / RECREATION:**

\_\_\_ Environmental Horticulture  
\_\_\_ Observation (EHO)  
\_\_\_ Outdoor Education  
\_\_\_ Recreation & Park Management  
\_\_\_ Wildlife Conservation  
\_\_\_ Other \_\_\_\_\_

**TECHNICIAN:**

\_\_\_ Air Conditioning/Refrigeration  
\_\_\_ Automotive  
\_\_\_ Diesel Equipment  
\_\_\_ Maintenance/HVAC (Residential)  
\_\_\_ Power Sports Equipment  
\_\_\_ Other \_\_\_\_\_

**VETERINARY:**

\_\_\_ Veterinary Assistant  
\_\_\_ Veterinary Technician  
\_\_\_ Veterinary Technology  
\_\_\_ Other \_\_\_\_\_

**Non-Medical  
Student/Graduate Class II:**

\_\_\_ Heating Ventilation (Commercial)  
\_\_\_ Heavy Machinery Technician (Third party internship  
program)  
\_\_\_ Other \_\_\_\_\_

\*Heavy Machinery Technician (Applicable to any usage of heavy machinery during classroom, training, etc. Note: Motor Vehicle training is not an eligible classification of study or curriculum).

Note: Selection of "Other" requires underwriting review prior to quotation and/or binder. If you wish, you may call the Program Administrator at (800-503-9230) for student category availability and to confirm pricing. Provide a detailed explanation and copy of the curriculum for any student category not pre-printed above.



## Section E. PREMIUM CALCULATION

Select one plan only and indicate the number of students to be insured, then multiply by the following rates: (The same plan must be purchased for Allied Health & Non-Medical classifications).

		Table I				
		Class I: Total Number of Students	x	Annual Student Premium* =	=	Premium for Class I
Plan 1	\$2,000,000/\$4,000,000	<u>122</u>	x	\$15	=	<u>1830.00</u>
Plan 2	\$1,000,000/\$3,000,000	_____	x	\$13	=	_____
Plan 3	\$500,000/\$500,000	_____	x	\$11	=	_____

		Table II				
		Class II: Total Number of Students	x	Annual Student Premium* =	=	Premium for Class II
Plan 1	\$2,000,000/\$4,000,000	_____	x	\$66	=	_____
Plan 2	\$1,000,000/\$3,000,000	_____	x	\$55	=	_____
Plan 3	\$500,000/\$500,000	_____	x	\$45	=	_____

Other limit options may be available upon request, please visit [www.proliability.com/faq](http://www.proliability.com/faq) for further instructions.

Base Premium (add premium from Table I and II): \$ \_\_\_\_\_

Note: When more than one department is involved, if school regulations permit, please include total premium in one check.

## Section F. Optional Coverages

### Student Professional Liability – Additional Insured

(This optional coverage protects each facility under contract with the insured against claims arising out of the sole negligence of the insured. It should be purchased if required by contract.) Your school will automatically be added as an additional insured, at no cost.

Add 25% of total premium from Section E for each Additional Insured \$ \_\_\_\_\_

NOTE: Limits must be the same as the students' limits

(List name and address for each entity on a separate sheet of letterhead)

If you have any questions regarding additional insured coverages, please call the Program Administrator at (800) 503-9230.

## Section G. Calculate Your Final Premium

Subtotal Sections E \$ 1830.00

Plus Optional Coverages Section F. + \$ 0

= \$ 1830.00

PLUS APPLICABLE STATE TAXES OR SURCHARGES \$ \_\_\_\_\_

NJ RESIDENTS ONLY: ADD .7% OF THE SUBTOTAL ABOVE FOR \*PLIGA SURCHARGE

WV RESIDENTS ONLY: ADD .55% OF THE SUBTOTAL ABOVE FOR \*WV FIRE & CASUALTY SURCHARGE

\*PLIGA = NJ Property-Liability Insurance Guaranty Association Surcharge. The New Jersey Insurance Commissioner has instructed all licensed property and casualty insurers, including Liberty Insurance Underwriters Inc., to pay assessments for the state NJ Property-Liability Insurance Guaranty Association Surcharge. The current surcharge amount is .7% of the total annual premium.

\*West Virginia Fire and Casualty Surcharge. The West Virginia Insurance Commissioner has instructed all licensed property and casualty insurers, including Liberty Insurance Underwriters Inc., to pay assessments for the state West Virginia Fire and Casualty Surcharge. The current surcharge amount is .55% of the total annual premium

**Kentucky residents:** due to the taxes required in your state, please do not submit premium at this time. You will receive a quote from our Underwriting Department once your application is received and reviewed.

**Virginia residents only:** Information regarding participation in the VA Statutory Cap for Professional Liability set forth in Section 8.01-581.15 of the VA Code Ann.

You may have the option of participating in the above statutory cap; however by opting in, you understand that there will be a corresponding increase in premium and that this shall apply to all future renewals, reinstatements, rewrites or replacement policies issued by the Insurer unless otherwise requested by the Applicant in writing. Eligibility must be determined by the Company based on classes of students for whom coverage is requested:

- Option One – increase my per incident/occurrence limit of liability annually until reaching the \$3,000,000 maximum in 2032:
- Option Two – In addition to increasing my per incident/occurrence limit of liability, I also want to increase my annual aggregate limit annually to be three times the per incident/occurrence limit:

**Please note that the available limit may be higher than the statutory cap. Please do not submit premium at this time. You will receive a quote from our Underwriting Department once your application is received and reviewed.**

**Total Premium Due** (round to nearest dollar) = \$ \_\_\_\_\_

## Section H . Sign and Date Application

I understand that there is no coverage under this insurance for any of the following, or students of the following: physician, surgeon, dentist, nurse, midwife, chiropractor, podiatrist, osteopath, psychiatrist, attorney, CPA, financial advisor, investment consultant, real estate agent/appraiser, or insurance agent or broker. I understand that these professional occupations, field work and fields of study are excluded from coverage. I understand that this insurance will not apply to any partner, principal or owner of a residential/overnight facility.

In order to enhance the stability of this professional liability insurance program, coverage has been organized through a purchasing group, pursuant to legislation, known as the Federal Liability Risk Retention Act of 1986, enacted by Congress. Coverage is provided to the purchasing group by Liberty Insurance Underwriters Inc. ("Insurer"). This application is subject to the Insurer's underwriting rules and approval. Your completion of this application and premium payment does not bind coverage or obligate the Insurer to issue you insurance coverage. Coverage will become effective following the receipt of your acceptable application and premium payment. Your application cannot be processed unless it is completed in its entirety.

Once the completed application has been approved and the premium has been received, you will automatically become a member of a risk purchasing group operated by Mercer Consumer that is consistent with your professional designation.

## INSURANCE FRAUD WARNINGS

**IN ALL STATES OTHER THAN THOSE LISTED BELOW:** Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially false information, or conceals, for the purpose of misleading information concerning any fact material thereto, commits a fraudulent insurance act, which may be a crime and may subject the person to criminal and civil penalties.

**ARKANSAS, LOUISIANA, RHODE ISLAND AND WEST VIRGINIA:** Any person who knowingly presents a false or fraudulent claim for payment of a loss or benefit or knowingly presents false information in an application for insurance is guilty of a crime and may be subject to fines and confinement in prison.

**COLORADO:** It is unlawful to knowingly provide false, incomplete, or misleading facts or information to an insurance company for the purpose of defrauding or attempting to defraud the company. Penalties may include imprisonment, fines, denial of insurance and civil damages. Any insurance company or agent of an insurance company who knowingly provides false, incomplete, or misleading facts or information to a policyholder or claimant for the purpose of defrauding or attempting to defraud the policyholder or claimant with regard to a settlement or award payable from insurance proceeds shall be reported to the Colorado Division of Insurance within the Department of Regulatory Agencies.

**DISTRICT OF COLUMBIA: WARNING:** It is a crime to provide false or misleading information to an insurer for the purpose of defrauding the insurer or any other person. Penalties include imprisonment and/or fines. In addition, an insurer may deny insurance benefits if false information materially related to a claim was provided by the applicant.

**KANSAS:** Any person who, knowingly and with intent to defraud, presents, causes to be presented or prepares with knowledge or belief that it will be presented to or by an insurer, purported insurer, broker or any agent thereof, any written statement as part of, or in support of, an application for the issuance of, or the rating of an insurance policy for personal or commercial insurance, or a claim for payment or other benefit pursuant to an insurance policy for commercial or personal insurance which such person knows to contain materially false information concerning any fact material thereto; or conceals, for the purpose of misleading, information concerning any fact material thereto commits a fraudulent insurance act.

**KENTUCKY:** Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance containing any materially false information or conceals, for the purpose of misleading, information concerning any fact material thereto commits a fraudulent insurance act, which is a crime.

**MAINE, TENNESSEE, VIRGINIA AND WASHINGTON:** It is a crime to knowingly provide false, incomplete or misleading information to an insurance company for the purpose of defrauding the company. Penalties may include imprisonment, fines or denial of insurance benefits.

**MARYLAND:** Any person who knowingly or willfully presents a false or fraudulent claim for payment of a loss or benefit or who knowingly and willfully presents false information in an application for insurance is guilty of a crime and may be subject to fines and confinement in prison.

**NEW JERSEY:** Any person who includes any false or misleading information on an application for an insurance policy is subject to criminal and civil penalties.

**NEW MEXICO:** ANY PERSON WHO KNOWINGLY PRESENTS A FALSE OR FRAUDULENT CLAIM FOR PAYMENT OF A LOSS OR BENEFIT OR KNOWINGLY PRESENTS FALSE INFORMATION IN AN APPLICATION FOR INSURANCE IS GUILTY OF A CRIME AND MAY BE SUBJECT TO CIVIL FINES AND CRIMINAL PENALTIES.

**OHIO:** Any person who, with intent to defraud or knowing that he is facilitating a fraud against an insurer, submits an application or files a claim containing a false or deceptive statement is guilty of insurance fraud.

**OKLAHOMA: WARNING:** Any person who knowingly, and with intent to injure, defraud or deceive any insurer, makes any claim for the proceeds of an insurance policy containing any false, incomplete or misleading information is guilty of a felony.

**PENNSYLVANIA:** Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially false information or conceals for the purpose of misleading, information concerning any fact material thereto commits a fraudulent insurance act, which is a crime and subjects such person to criminal and civil penalties.

**FLORIDA:** Any person who knowingly and with intent to injure, defraud, or deceive any insurer files a statement of claim or an application containing any false, incomplete, or misleading information is guilty of a felony of the third degree.

**NEW YORK:** Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially false information, or conceals for the purpose of misleading, information concerning any fact material thereto, commits a fraudulent insurance act, which is a crime, and shall also be subject to a civil penalty not to exceed five thousand dollars and the stated value of the claim for each such violation.

**YOU MUST SIGN AND DATE THIS APPLICATION**

**Declaration and Signature -**

The undersigned declares to the best of his/her knowledge and belief that the statements contained herein are true and are the basis of the acceptance of the risk or the hazard assumed by the Insurer under this Policy. It is further agreed by the undersigned, that the Policy, if issued, is in reliance upon the truth of such representations. It is agreed that, although the signing of the Application does not commit the undersigned to purchase the insurance being applied for, the statements made in this Application shall become the basis of the Policy should one be purchased. The Insurer is hereby authorized to make any investigation and inquiry in connection with this Application deemed necessary.

Applicant Signature

Date

Name of individual signing this application (printed)

Producer's Signature

Producer's License Number

Date

Producer's Name

Enclosed is my check for \$ \_\_\_\_\_ Effective Date Desired\* \_\_\_\_\_

Make check payable to Mercer Consumer and return your check and this application in the envelope provided.

\*May not be earlier than the date the Program Administrator receives and approves this application.

I authorize Mercer Consumer to charge my: Visa MasterCard Amount \$ \_\_\_\_\_

Credit Card Number: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Print name exactly as it appears on card: \_\_\_\_\_

Cardholder's Billing Address: \_\_\_\_\_

City, State and Zip: \_\_\_\_\_



Program Administered by:

Mercer Consumer, a service of  
Mercer Health & Benefits Administration LLC  
P.O. Box 14576

Des Moines, IA 50306-3576

1-800-503-9230

www.proliability.com

AR Ins Lic. #100102691

CA Ins Lic. #0G39709

Mark Brostowitz, Principal

In CA d/b/a Mercer Health & Benefits Insurance Services LLC

Underwritten by: Liberty Insurance Underwriters Inc

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

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

**All contracts require school board approval.**

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

Date	New or Renewal or Revision	Agency	Purpose	Amount	Contract Start Date & End Date	Staff Person Responsible for Contract	Approved by Les?	PO Required?	Attorney Review Required?
11/02/16	New	SE, Inc. dba Smith Excavation	Demolish house at 26 Springwater Street	\$24,000 + Tax Budget Code 9705 64 7000 000	11/02/16 to December 2016	Gregg Herkenrath I have read this contract and recommend it for board approval. Initial: <u>GH</u> Date: <u>11/2/16</u>		Yes	This is decided at the district office.

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

Agency Name: SE, Inc. dba Smith Excavation  
 Attention: Gregg Smith  
 Street address or PO Box: P.O. Box 284  
 City, State, Zip Code: Cashmere, WA 98815  
 Email Address: [info@smithexcavation.com](mailto:info@smithexcavation.com)  
 Phone Number: (509) 782-0446

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

If this is a revision, what has changed?

Demolition and disposal of House only (not shed so District can continue using as storage), brush and foundation. Fill and compact to 95%+

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

Reviewed by Attorney \_\_\_\_\_  
Signature

Requires Edits? \_\_\_\_\_

**WENATCHEE SCHOOL DISTRICT NO. 246**  
**Facilities / Maintenance and Operations**  
**1001 Circle Street**  
**Wenatchee, WA 98801**

**AGREEMENT**

Made this the 8th day of November, 2016 between the Wenatchee School District (the Owner), and Smith Excavation (the Contractor). As referred to in subsequent Articles of this contract, the Owner's representative shall be the Director of Facilities & Capital Projects, Wenatchee School District 246.

The Owner and the Contractor agree as set forth below:

**Article 1 - The Contract Documents**

The Contract Documents consist of this Agreement and City of Wenatchee Demolition Permit requirements.

**Article 2 - The Work**

**LOCATION:**

Vacant House (not shed) owned by the District  
26 Springwater Street  
Wenatchee, WA 98801

Contractor agrees to demolish and dispose of the House only, brush and foundation leaving the "Shed" for continued District storage. Price includes compaction testing, watering, tree removal and all out buildings. Contractor will import fill for foundation and compact to 95%+ as per Estimate dated November 2, 2016.

**Article 3 - Time of Commencement and Completion**

The work to be performed under this Contract shall commence upon signature of this contract by all parties, as directed by the Wenatchee School District Facilities and Capital Projects Director with final completion by December 9, 2016.

#### Article 4 - Contract Sum

The Owner shall pay the Contractor for the performance of the Work, subject to additions and deductions by Change Order as provided in the Conditions of the Contract, in current funds:

Total Lump Sum Price	Base Bid:	<b>\$ 24,000.00</b>
Washington State Sales Tax @ 8.4%		<b>\$ 2,016.00</b>
<b>TOTAL CONTRACT PRICE</b>		<b>\$ 26,016.00</b>

**TWENTY SIX THOUSAND, SIXTEEN AND 00/100 DOLLARS.**

#### Article 5 - Payments

Upon completion of the Project and acceptance by the Director, Facilities and Capital Projects, payment of the contract will be approved. The District will make payment within 45 days of approval.

For projects completed in phases or material or work delays not attributable to the Contractor, progress payments may be allowed by the District. The Owner's representative will calculate the amount of the progress payment with the assistance of the Contractor. Payments for materials will only be made for those materials which have been delivered and stored on site.

For projects requiring State Department of Revenue, Department of Labor and Industries and Employment Security Department certifications, payment equal to ninety-five percent (95%) of the contract sum will be paid to the Contractor upon completion and acceptance of the project per Article 5, ¶ 1. The remaining contract balance will not be paid until a) receipt of all necessary releases from the Department of Revenue, b) receipt of all necessary releases from the Department of Labor and Industries and c) settlement of any liens filed under RCW chapter 60.28.

#### Article 6 – Key loan

The District shall sign out to the Contractor keys and temporary alarm codes as necessary for the project for use during construction. No payment will be released until all keys are returned to the District Maintenance and Operations Supervisor or designee.

#### Article 7 - Contractor's Bonding

In addition to the Contractor's Surety Bond in the amount of \$12,000, which the Wenatchee School District holds on file, The Contractor shall deliver a Payment & Performance Bond to the District as required by RCW 39.08.010, conditioned that the Contractor shall faithfully perform all the Provisions of this Contract and pay all laborers, mechanics and sub-contractors and materialmen, and all persons who shall supply the Contractor or sub-contractors with provisions and supplies for carrying on the Work. Per RCW 39.08.030 this bond shall be in an amount equal to the *full contract price*.

For contracts thirty-five thousand dollars or less, at the option of the contractor, in lieu of the payment & performance bond, the Wenatchee School District will retain fifty percent (50%) of the contract amount for a period of thirty days after the date of final acceptance, or until receipt of all necessary releases from the department of revenue and the department of labor and industries and settlement of any liens filed under chapter 60.28 RCW, whichever is longer.

#### Article 8 - Prevailing Wages on Public Works

The Contractor shall pay prevailing wages for Chelan County as specified in Laws for the State of Washington, Chapter 39.12 Prevailing Wages on Public Works. Intent to Pay Prevailing Wage and Affidavit of Wages Paid shall be filed with the department of labor and industries for all public works contracts.

The State of Washington prevailing wage rates applicable for the public works project, which is located in Chelan County, may be found at the following website address of the Department of Labor and Industries:

<http://lni.wa.gov/TradesLicensing/PrevWage/WageRates/default.asp>

Based on the bid submittal deadline for this project, the applicable effective date for prevailing wage rates on this project is August 31, 2016.

#### Article 9 - Hold Harmless

No liability shall attach to the parties to the agreement by reason of entering into this Agreement except as expressly provided herein.

Each party shall protect and hold harmless the other party from and against all claims, suits or actions arising from any intentional or negligent act or omission of that party's employees, guests, invitees, agents and/or authorized contractors and subcontractors while performing under the terms of this Agreement, provided that for those actions or activities covered by RCW 4.24.115, This indemnity provision shall be valid and enforceable only to the extent of the negligence of either party, their guests, invitees, agents, contractors or subcontractors.

#### Article 10 - Conduct on School Property

The Contractor shall enforce strict discipline and good order among the Contractor's employees and other persons carrying out the Work, including observance all smoking, tobacco, drug, alcohol, parking, safety, weapons, background checks, sexual harassment and other rules governing the conduct of personnel at the Project site.

The Contractor shall ensure that all persons performing the Work comply with the Owner's gun-free and tobacco-free policy, and will not and do not engage in inappropriate conduct or inappropriate contact with students or staff.

Neither the Contractor nor any of its Subcontractors of any tier shall utilize any



employee at the site or permit any contact between children and any employee who has pled guilty to or 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 RCW or Chapter 9A.36 RCW (except motor vehicle violations under Chapter 46.61 RCW), sexual exploitation of a child under Chapter 9A.68A RCW, sexual offenses under Chapter 9A.44 RCW where a minor is a victim, promoting prostitution of a minor under Chapter 9A.88 RCW, the sale or purchase of a minor child under Chapter 9A.64.030 RCW, or violation of similar laws of another jurisdiction.

#### Article 11 - Non-Discrimination

The Wenatchee School District complies with all federal and state rules and regulations and does not discriminate on the basis of race, color, national origin, creed, sex, sexual orientation, including gender identity, disability, familial status, marital status or age. This holds true for all staff and for students who are interested in participating in educational programs and/or extracurricular school activities. Inquiries regarding compliance and/or grievance procedures and issues related to 504 should be directed to the Administrator for Student and Support Services (509) 663-8161.

This Agreement executed the day and year first written above.

#### Owner:

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

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

#### Contractor:

SE Inc., dba Smith Excavation  
P.O. Box 284  
Cashmere, WA 98815  
Gregg Smith (509) 782-0446

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title


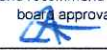
\_\_\_\_\_  
Date

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

Please submit this form with your **unsigned** contract to Denise Watson at least **3** weeks before the scheduled School Board meeting. Upon attorney review and approval (if necessary), 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?
11/02/16	New	A Central	Abatement of House at 1493 Okanogan Street	24,600 + tax	11/02/16 to December 2016	<u>Gregg Herkenrath</u>		Yes	This is decided at the district office.
				<b>Budget Code</b>		I have read this contract and recommend it for board approval. 			
				9705 64 7000 000		Initial <u>11/2/16</u> Date			

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

Agency Name: A Central  
 Attention: Rob Witheridge  
 Street address or PO Box: 1509 S Wenatchee Ave.  
 City, State, Zip Code: Wenatchee, WA 98801  
 Email Address: acentral@hotmail.com  
 Phone Number: (509) 860-3519

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

If this is a revision, what has changed?

Abatement and disposal at District owned House on 1493 Okanogan St.

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

Reviewed by Attorney \_\_\_\_\_  
 Signature

Requires Edits? \_\_\_\_\_

**WENATCHEE SCHOOL DISTRICT NO. 246**  
**Facilities / Maintenance and Operations**  
**1001 Circle Street**  
**Wenatchee, WA 98801**

**AGREEMENT**

Made this the 8th day of November, 2016 between the Wenatchee School District (the Owner), and A Central (the Contractor). As referred to in subsequent Articles of this contract, the Owner's representative shall be the Director of Facilities & Capital Projects, Wenatchee School District 246.

The Owner and the Contractor agree as set forth below:

**Article 1 - The Contract Documents**

The Contract Documents consist of this Agreement and per Fulcrum Environmental Inspection Report.

**Article 2 - The Work**

**LOCATION:**

Vacant House owned by the District  
1493 Okanogan Street  
Wenatchee, WA 98801

Contractor agrees to remove and dispose of all abatement within the structure per bid dated November 2, 2016.

**Article 3 - Time of Commencement and Completion**

The work to be performed under this Contract shall commence upon signature of this contract by all parties, as directed by the Wenatchee School District Facilities and Capital Projects Director with final completion by November 23, 2016.

**Article 4 - Contract Sum**

The Owner shall pay the Contractor for the performance of the Work, subject to additions and deductions by Change Order as provided in the Conditions of the Contract, in current funds:

Total Lump Sum Price	Base Bid:	<b>\$ 24,600.00</b>
Washington State Sales Tax @ 8.4%		<b>\$ 2,066.40</b>
<b>TOTAL CONTRACT PRICE</b>		<b>\$ 26,666.40</b>

**TWENTY SIX THOUSAND, SIX HUNDRED SIXTY SIX AND 40/100 DOLLARS.**

#### Article 5 - Payments

Upon completion of the Project and acceptance by the Director, Facilities and Capital Projects, payment of the contract will be approved. The District will make payment within 45 days of approval.

For projects completed in phases or material or work delays not attributable to the Contractor, progress payments may be allowed by the District. The Owner's representative will calculate the amount of the progress payment with the assistance of the Contractor. Payments for materials will only be made for those materials which have been delivered and stored on site.

For projects requiring State Department of Revenue, Department of Labor and Industries and Employment Security Department certifications, payment equal to ninety-five percent (95%) of the contract sum will be paid to the Contractor upon completion and acceptance of the project per Article 5, ¶ 1. The remaining contract balance will not be paid until a) receipt of all necessary releases from the Department of Revenue, b) receipt of all necessary releases from the Department of Labor and Industries and c) settlement of any liens filed under RCW chapter 60.28.

#### Article 6 – Key loan

The District shall sign out to the Contractor keys and temporary alarm codes as necessary for the project for use during construction. No payment will be released until all keys are returned to the District Maintenance and Operations Supervisor or designee.

#### Article 7 - Contractor's Bonding

In addition to the Contractor's Surety Bond in the amount of \$12,000, which the Wenatchee School District holds on file, The Contractor shall deliver a Payment & Performance Bond to the District as required by RCW 39.08.010, conditioned that the Contractor shall faithfully perform all the Provisions of this Contract and pay all laborers, mechanics and sub-contractors and materialmen, and all persons who shall supply the Contractor or sub-contractors with provisions and supplies for carrying on the Work. Per RCW 39.08.030 this bond shall be in an amount equal to the *full contract price*.

For contracts thirty-five thousand dollars or less, at the option of the contractor, in lieu of the payment & performance bond, the Wenatchee School District will retain fifty percent (50%) of the contract amount for a period of thirty days after the date of

final acceptance, or until receipt of all necessary releases from the department of revenue and the department of labor and industries and settlement of any liens filed under chapter 60.28 RCW, whichever is longer.

#### Article 8 - Prevailing Wages on Public Works

The Contractor shall pay prevailing wages for Chelan County as specified in Laws for the State of Washington, Chapter 39.12 Prevailing Wages on Public Works. Intent to Pay Prevailing Wage and Affidavit of Wages Paid shall be filed with the department of labor and industries for all public works contracts.

The State of Washington prevailing wage rates applicable for the public works project, which is located in Chelan County, may be found at the following website address of the Department of Labor and Industries:

<http://lni.wa.gov/TradesLicensing/PrevWage/WageRates/default.asp>

Based on the bid submittal deadline for this project, the applicable effective date for prevailing wage rates on this project is August 31, 2016.

#### Article 9 - Hold Harmless

No liability shall attach to the parties to the agreement by reason of entering into this Agreement except as expressly provided herein.

Each party shall protect and hold harmless the other party from and against all claims, suits or actions arising from any intentional or negligent act or omission of that party's employees, guests, invitees, agents and/or authorized contractors and subcontractors while performing under the terms of this Agreement, provided that for those actions or activities covered by RCW 4.24.115, This indemnity provision shall be valid and enforceable only to the extent of the negligence of either party, their guests, invitees, agents, contractors or subcontractors.

#### Article 10 - Conduct on School Property

The Contractor shall enforce strict discipline and good order among the Contractor's employees and other persons carrying out the Work, including observance all smoking, tobacco, drug, alcohol, parking, safety, weapons, background checks, sexual harassment and other rules governing the conduct of personnel at the Project site.

The Contractor shall ensure that all persons performing the Work comply with the Owner's gun-free and tobacco-free policy, and will not and do not engage in inappropriate conduct or inappropriate contact with students or staff.

Neither the Contractor nor any of its Subcontractors of any tier shall utilize any employee at the site or permit any contact between children and any employee who has pled guilty to or 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 RCW or Chapter 9A.36 RCW (except motor vehicle violations under Chapter 46.61 RCW), sexual exploitation of a child under Chapter 9A.68A RCW, sexual offenses under Chapter 9A.44 RCW where a minor is a victim, promoting prostitution of a minor under Chapter 9A.88 RCW, the sale or purchase of a minor child under Chapter 9A.64.030 RCW, or violation of similar laws of another jurisdiction.

**Article 11 - Non-Discrimination**

The Wenatchee School District complies with all federal and state rules and regulations and does not discriminate on the basis of race, color, national origin, creed, sex, sexual orientation, including gender identity, disability, familial status, marital status or age. This holds true for all staff and for students who are interested in participating in educational programs and/or extracurricular school activities. Inquiries regarding compliance and/or grievance procedures and issues related to 504 should be directed to the Administrator for Student and Support Services (509) 663-8161.

This Agreement executed the day and year first written above.

Owner:

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

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

Contractor:

A Central  
1509 S. Wenatchee Ave.  
Wenatchee, WA 98801  
Rob Witheridge (509) 860-3519

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

# WENATCHEE LEARNS

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# 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*



# **DISTRICT POLICY**

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## **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 November 9th, 2016**  
**2000 Series Board Review – 1st Reading**

<b>Policy</b>	<b>Title</b>	<b>WSSDA Action</b>	<b>WSD</b>	<b>Key Changes</b>	<b>Board Decision</b>
2165	Home or Hospital Instruction	Revise	Yes	Minor revisions: Shall to Will + Change “shall” to “will”	
2165P	Home or Hospital Instruction	Revise	Yes	Minor revisions: Shall to Will + Change “shall” to “will”	
2411	Certificate of Educational Competency	Revise	Yes	Remove part of sentence in Paragraph 3 Remove Management Resources	
2420P	Promotion and Retention	Revise	Yes	Minor revisions: Shall to Will Removal of WASL, add SBAC Added sentences to Section “C” – (Marks/grades)	

Ak - 10/31/16

## HOME OR HOSPITAL INSTRUCTION

Upon request from a parent or an adult student, home or hospital instruction ~~shall~~ **will** be provided to students who are unable to attend school for an estimated period of 4 weeks or more because of disability or illness. A written statement from a qualified medical practitioner verifying that the student will not be able to attend school for an estimated period of four weeks or more ~~shall~~ **will** accompany the request. The district ~~shall~~ **will** not pay for any costs incurred in securing the medical verification.

Cross Reference: Board Policy 2161  
Board Policy 2162

Education of Students with Disabilities  
Education of Students with Disabilities  
Under Section 504 of the  
Rehabilitation Act of 1973

Legal References: RCW 28A.155  
WAC 392-122-145

Special Education  
State Handicapped Program — Home  
and Hospital Care

**Adoption Date: 08.10.98**  
**Wenatchee School District**  
**Revised: 01.25.11,**

## INSTRUCTION

### HOME OR HOSPITAL INSTRUCTION

#### Request

The procedures for instituting home/hospital instruction are as follows:

- A. Parent completes application form for home/hospital instruction.
- B. The district office and family physician complete the SPI E-310 form.
- C. Home/hospital instruction ~~shall~~ **will** begin when the family physician signs form SPI E-310.

#### Role of Instructor

The instructor ~~shall~~ **will**:

- A. Contact parents and arrange home/hospital instruction schedule.
- B. Discuss with the parent any conditions surrounding the student's disability or educational development, which may have a bearing on the program.
- C. Discuss the need for a supervising adult to be in the home during the teacher's visit.
- D. Discuss the need for an appropriate learning environment.
  1. Other youngsters and/or adults should remain out of the room while the lesson is in progress.
  2. The student should be awake, properly dressed and ready for lessons at the appropriate time.
  3. Adequate study time should be scheduled each day, taking into account the physical limitations of the student.
- E. Evaluate the students' work and make a report to the student's home school.

#### Termination

Instruction may be terminated in the following manner:

- A. The qualified medical practitioner determines the advisability of the student returning to school.
- B. Extension of the original instruction period must be requested by the parent or guardian, and verified by the attending qualified medical practitioner.
- C. Home/hospital instructor contacts payroll office when student returns to school.

#### Procedures for Initiating Home/Hospital Instruction

The function of the home/hospital instructor is to provide instructional assistance and serve as a liaison between the student and the school in the following manner:

- A. Elementary (emphasizes reading, math and language skills)

## INSTRUCTION

1. Contact school principal.
  2. Contact classroom teacher initially and on a weekly basis.
  3. Obtain current academic standing.
  4. Obtain books, materials and assignments from the homeroom teacher.
  5. Keep parents/guardians informed as to the progress of the student.
  6. Provide a statement to the student's home school for the cumulative record regarding the grades earned by the student while on home/ hospital instruction. Grading ~~shall~~ **will** be the responsibility of the classroom teacher. This statement is due immediately upon termination of the home/hospital instruction.
- B. Middle/Senior High (receives instruction in required subjects)
1. Contact school counselor and have counselor set up initial meeting with home/hospital instructor and classroom teacher.
  2. Obtain current academic standing.
  3. Contact each classroom teacher on a weekly basis and arrange for books, materials and assignments; also include a class schedule, class outlines, etc., of what the student needs to fulfill credit requirements for quarter, semester and year.
  4. Provide a statement to the student's home school for the cumulative record regarding the grades earned by the student while on home/ hospital instruction. Grading ~~shall~~ **will** be the responsibility of the classroom teacher. This statement is due immediately upon termination of home/hospital instruction.

If the student is unable to complete regular classroom assignments, the home/ hospital instructor will work with the regular classroom teacher to modify or develop alternative classroom assignments to meet required course work.

### Instructor Reimbursement Procedures

- A. The week before payroll cut-off date, the payroll office will contact home/hospital instructor advising of the payroll cut-off date for that particular month.
- B. When the time sheets and mileage sheets are received by the payroll office, the amounts will be computed and submitted for payment.

Revised: 8/10/98, 1/25/11,

## Certificate of Educational Competency

Certificates of educational competency will be awarded by the Superintendent of Public Instruction and the State Board for Community and Technical Colleges

To be eligible for a certificate of educational competency, a student who is 16 years of age or older but under 19 years of age must have a substantial and warranted reason for leaving the regular high school program, or have been home schooled.

The student may apply either to the resident district or the school the student last attended in the State of Washington, ~~for a certificate of educational competency~~. The application must be signed by the student's parent and will include the recommendation of a staff review committee and the superintendent. Reasons for withdrawal:to seek a certificate of education competency may include:

- A. Personal problems which seriously impair the student's ability to make reasonable progress toward high school graduation;
- B. A financial crisis which directly affects the student and necessitates the student's employment during school hours;
- C. The lack of curriculum and instruction which constitute appropriate learning experiences for the student;
- D. The inability or failure of the school of attendance to adjust its program for the individual or otherwise make arrangements for enrollment in a program in a manner which enables the student to advance toward graduation with reasonable progress and success;
- E. A determination by the designated employee of the district that it is in the best interests of the student to withdraw in order to enter a postsecondary institution or the military, or to engage in employment; or
- F. The student has been home-schooled and has essentially completed high school work.

Any student who feels that the denial to apply for a certificate of educational competency was unwarranted may appeal to the board of directors. The board of directors will make a decision within 30 calendar days of the request and such decision be final, subject to an appeal to a court of law pursuant to RCW 28A.645.010.

Cross References:	Cross References:	<b><i>Model</i></b> Policy 3114 Part-time, home-based or off-campus Students
Legal References:	RCW 28A.205.030	Reentry of prior dropouts into common schools, rules — Eligibility for GED test
	RCW 28A.305.190	Eligibility to take GED test
	Chapter 180-96 WAC	General educational development (GED) test
	Chapter 131-48 WAC	Certificate of Educational Competence (Community and Technical Colleges)

### **~~Management Resources:~~**

~~***Policy News, December 2011***  
***Policy 3114***~~

~~***Changes in WSSDA's Policy Reference Manual***  
***Part-time, home-based or off-campus Students***~~

**Adoption Date: 8.10.98**

**Wenatchee School District:**

**Revised: 08.98; 12.11; 6.26.12;12.12;3.17.13**

**Classification: Essential**

## INSTRUCTION

**GRADING AND PROGRESS REPORTS**

The grade point averages for grades 9-12 ~~shall~~ **will** be calculated in the following manner:

- A. Each student's "grade point average" shall be the sum of the point values, of all the marks/grades received for all courses attempted divided by the sum of the credits for all courses attempted. The grade point value ~~shall~~ **will** be calculated by multiplying the numerical value of the mark/grade earned by the number of credits assigned to the course.
- B. The numerical value of grades are:
- |             |                  |
|-------------|------------------|
| 1. A = 4.0  | 7. C = 2.0       |
| 2. A- = 3.7 | 8. C- = 1.7      |
| 3. B+ = 3.3 | 9. D+ = 1.3      |
| 4. B = 3.0  | 10. D = 1.0      |
| 5. B- = 2.7 | 11. E or F = 0.0 |
| 6. C+ = 2.3 |                  |

The minimal passing mark/grade is D = 1.0. Pass/fail, credit/no credit, and satisfactory/unsatisfactory marks may also be used. These non-numerical marks/grades ~~shall~~ **will** be clearly identified and excluded from the calculation of grade point average.

- C. Marks/grades for all courses taken ~~shall~~ **will** be included in the calculation of grade point averages. **Only the highest mark/grade for a class/course taken more than once to improve a mark/grade will be included in the calculation of grade point averages. Marks/grades for recurring classes will all be included in the calculation of grade points.** Grade point averages ~~shall~~ **will** be calculated to two decimal places and reported for each trimester/semester or other term and for the cumulative credits earned for all courses attempted in high school.

The standardized high school transcript ~~shall~~ **will** contain:

- A. The student's name (last name, first name, and middle names or middle initials);
- B. The student's current address, address at graduation, or address at withdrawal from school (street, city, state, zip code);
- C. The student's birth date and sex;
- D. The student's identification number (if applicable);
- E. The school's name;
- F. The school's address (street, city, state zip code, and telephone number);

## INSTRUCTION

- G. The dates of the student's entry, reentry, withdrawal, and graduation (if applicable) related to the school issuing the transcript;
- H. The student's academic history for high school (grade level and date of course completion, course titles, marks/grades earned, credits attempted, and grade point average);
- I. The name and address of parent(s) or guardian(s) (street, city, state, zip code) if such information is available;
- J. A list of previous high schools attended (school name, address, city, state, and month and year of entrance and exit); and
- K. The signature and/or seal of the authorized school official (name, title, and date).

In addition, the Wenatchee ~~s~~School District transcript will include an additional page containing:

- L. Attendance information.
- M. Assessment information, including ~~WASL~~ SBAC scores.
- N. Pertinent academic recognition.

Adoption Date:

Classification:

Revised Dates: 9/22/03, 1/25/11, 5/14/13

**THIS GROUP OF POLICIES/PROCEDURES HAVE BEEN RECOMMENDED BY WSSDA  
FOR REVISIONS & Possible WSD Changes Added**

**3000 Policy Series Review**

<b>Policy</b>	<b>Title</b>	<b>Suggested Action</b>	<b>District Recommendation</b>	<b>Rationale</b>
<b>3410</b>	<b>Student Health</b>	<b>Essential</b>	<b>Approve</b>	<b>RCW adds Near Vision screening requirement.</b>
				November 2016



## STUDENT HEALTH

The superintendent shall arrange for health services to be provided to all students. Such services shall include but not be limited to:

- A. The maintenance of student health records;
- B. The development of procedures at each building for the isolation and temporary care of students who become ill during the school day;
- C. Consulting services of a qualified health specialist for staff, students and parents;
- D. Vision ([both near and distance](#)) and hearing screening; and
- E. Immunization records and screening.

Cross Reference: Board Policy 3413 Student Immunization and Life Threatening Health Conditions  
Board Policy 3416 Medication at School

Legal References: [RCW 28A.210.020 Visual and auditory screening of pupils – Rules and regulations](#)  
RCW 28A.330.100 Additional powers of board  
28A.210.300 School physician or school nurse may be employed

Management Resources: [2016 – July Issue](#)  
2011 – February Issue

**Adoption Date: 07.25.94 Wenatchee School District**  
**Revised: 02.11, [??/16](#)**

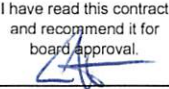
## Contract Coversheet (Non-Federal)

### Request Board Approval

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

**All contracts require school board approval.**

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

Date	New or Renewal or Revision	Agency	Purpose	Amount	Contract Start Date & End Date	Staff Person Responsible for Contract	Approved by Les?	PO Required?	Attorney Review Required?
11/01/16	Revision 2	Smith Excavation	Change Order #2 to contract dated June 22, 2016	19531.02	June 22, 2016 thru Spring 2017	<u>Gregg Herkenrath</u>		No.	This is decided at the district office.
				<b>Budget Code</b>		I have read this contract and recommend it for board approval.		Increase	
				1611 12 7000 300 1626 12 7000 300 1627 12 7000 300		 Initial <u>GH</u> Date <u>11/2/16</u>		PO 842150015 4 by \$19,531.02	

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

Agency Name Smith Excavation  
 Attention: Gregg Smith  
 Street address or PO Box P.O. Box 284  
 City, State, Zip Code Cashmere, WA 98815  
 Email Address \_\_\_\_\_  
 Phone Number (509) 782-0446

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

If this is a revision, what has changed?

Change Order #2 includes eight (8) changes. One (1) of the changes is due to construction related coordination activities and seven (7) are owner requested items. Seven (7) changes are additive and one (1) is deductive to the contract amount.

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

Reviewed by Attorney \_\_\_\_\_  
 Signature

Requires Edits? \_\_\_\_\_

PORTABLES PADS and RELATED INFRASTRUCTURE CONSTRUCTION PROJECT  
CHANGE ORDER NO. 2

November 01, 2016

SITUATION

Change Order No. 2 is attached for your review. The change order includes eight (8) changes to the construction contract for the Portables Pads and Related Infrastructure Construction project. One (1) of the changes is due to construction-related coordination activities and seven (7) were owner requested items. Seven (7) changes are additive and one (1) change is a deductive cost change to the construction contract.

The cost of the changes from Change Order No. 2 is within the budget established for this project. The total for change orders to date is 9.09% of the construction contract amount.

<u>Original Construction Contract Amount</u>	\$995,000.00
<u>Current Change Order</u>	
Change Order No 2	\$19,531.02
<u>Total Change Orders</u>	
Change Order 1 and 2	\$90,487.46
<u>Contract Amount including this Change Order</u>	\$1,085,487.46

RECOMMENDATION

The Board of Directors approves Change Order No. 2 to Smith Excavation, Inc. for the Portables Pads and Related Infrastructure Construction Project in the amount of \$19,531.02 increasing the contract amount to \$1,085,487.46.



AIA®

# Document G701™ – 2001

## Change Order

PROJECT (Name and address):  
1626  
Wenatchee High School  
1101 Millerdale Avenue  
Wenatchee, WA 98801

WestSide High School  
1510 9<sup>th</sup> Street  
Wenatchee, WA 98801

Columbia Elementary School  
600 Alaska Street  
Wenatchee, WA 98801

TO CONTRACTOR (Name and address):  
Smith Excavation, Inc  
PO Box 284  
Cashmere, Washington 98815

CHANGE ORDER NUMBER: 002  
DATE: October 18, 2016

ARCHITECT'S PROJECT NUMBER: 1626  
CONTRACT DATE: June 22, 2016  
CONTRACT FOR: General Construction

OWNER:   
ARCHITECT:   
CONTRACTOR:   
FIELD:   
HILL INTERNATIONAL:

### THE CONTRACT IS CHANGED AS FOLLOWS:

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

Per CCD 5, dated July 20, 2016; DEDUCT:

< -\$2,928.02 >

To Electrical drawings sheet WH-E1.1:

1. Refer to Sheet WH-E1.1. Delete requirement for "777-LA" utility vault indicated in Flag Note #5. Provide credit to Owner for labor and material savings. As coordinated during the on-site visit conducted on July 13th, the secondary feeders shall sweep out of the bottom of the switchboard and fan West for future portables and East for the relocated portables.

Per CCD 10, dated August 10, 2016; ADD:

\$2,111.40

To Wenatchee High School site per RFI-WH2:

1. Provide plenum rated indoor/outdoor optical fiber cable inside the main building.

Per CCD 13, dated September 9, 2016; ADD:

\$1,843.74

To Columbia Elementary School site:

1. Lower the playground border 6" to the existing grade. Excavate the play area an additional 6", making it a 1' total depth in the center.

Per CCD 14, dated September 9, 2016; ADD:

\$3,053.38

To All sites:

1. Repair plumbing issues inside the portables as required and directed by District personnel.

Per CCD 15, dated September 9, 2016; ADD:

\$7,938.73

To Wenatchee High School site:

1. Provide (16) 6'x12' temporary panels with stands and clamps for tennis court
2. Install approximately 96' of 6' chain link fencing system.  
Install approximately 12' of 5' chain link fencing system.  
Install approximately (1) 14'x6' swing gate and (1) 4'x6' swing gate

Per CCD 16, dated September 9, 2016; ADD:

\$3,006.04

To Westside High School site:

1. Gravel the area to east of Portables.

Per CCD 17, dated September 9, 2016; ADD:

\$1,522.80

To Wenatchee High School site:

1. Rewire interior of single classroom as directed by District personnel.

Per CCD 19, dated September 9, 2016; ADD: \$2,982.95  
 To Westside High School site:  
 1. Remove shrubs along 9th St as directed by District personnel.

TOTAL ADDITION: \$19,531.02

The original Contract Sum was	\$ 995,000.00
The net change by previously authorized Change Orders	\$ 70,956.44
The Contract Sum prior to this Change Order was	\$ 1,065,956.44
The Contract Sum will be increased by this Change Order in the amount of	\$ 19,531.02
The new Contract Sum including this Change Order will be	\$ 1,085,487.46

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 October 18, 2016

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

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

Forte Architects, Inc.  
 ARCHITECT (Firm name)  
 240 North Wenatchee Avenue  
 Wenatchee, Washington 98801  
 ADDRESS  
 BY (Signature)  
 Mr. Tom Bassett  
 (Typed name)  
 10-18-2016  
 DATE

Smith Excavation, Inc  
 CONTRACTOR (Firm name)  
 PO Box 284  
 Cashmere, Washington 98815  
 ADDRESS  
 BY (Signature)  
 GREGG SMITH  
 (Typed name)  
 10-31-16  
 DATE

Wenatchee School District No. 246  
 OWNER (Firm name)  
 235 Sunset Avenue  
 Wenatchee, WA 98801  
 ADDRESS  
 BY (Signature)  
 (Typed name)  
 DATE