

Conway School District No. 317
Board of Director's Meeting Minutes
April 18, 2015

Call to Order

The Regular meeting of the Board of Director's of the Conway School District was held on Monday, May 23, 2016 in the Digital Commons. Director Bell-Hinderstein called the meeting to order at 7:00PM.

Attendance:

Board Members Present: Director Bell-Hinderstein, Director Melton, Director Sicklesteel, Director Dalseg and Director Gwen Halliday.

Staff Present: John Townsend, Angela Pederson, Liz Caldwell, and Deenie Berry

Communications:

1. CEA/PSE Comments: None
2. PTA Comments: Talked about the Auction and it's success, Grandparents teas is coming up along with the BOGO Book Fair May 31-June 1. This summer they are going to work on the Nature Trail and get that project done.
3. Student/ Staff Comments: None
4. Public Comments: None

Consent Agenda:

Director Sicklesteel moved and the motion was seconded by Director Halliday to accept the minutes from the April 2016 Regular Board meeting with a correction. Motion passed.

Director Melton moved to approve the check vouchers 9394-9480 in the amount of \$372,669.60 with payroll taxes in the amount of \$ 61,992.40, for a total of \$ 434,662.40. Director Sicklesteel seconded the motion. Motion passed.

Administrative Reports:

Dr. Chris Pearson - Superintendent

This is a busy and exciting time of the year. We have lots of events happening – concerts, field trips, field day, 8th grade graduation...all coming up over the next month. Most importantly, this is the week where we celebrate all of our staff – a special Conway Staff Appreciation Week. From the Board and from the Superintendent, I would like to share my appreciation and gratitude for our certificated and classified staff members. Thank you for your dedication to Conway's students and families. This is also when we start planning for next year. With that in mind, here are some of the topics that drive our planning process:

- School/District Improvement: Several teachers who are members of our district leadership team attended a teacher leadership conference earlier this month. This conference provided us with a powerful theme moving forward – this notion of leading together for kids. We are hoping to use this theme to drive our planning work over the summer and throughout next year. Our Instructional Materials Committee has met three

times to review and evaluate different Math curricula for the purpose of future adoption. During our most recent meeting, we identified two – and possibly one – K-5 curricula that met our goals around Focus, Alignment & Coherence, and Rigor. We are still examining different middle school math curricula. Our Public Art Installation Committee has also been meeting, and they have identified an Artist who will visit the campus in June to look at possible Art ideas and placement.

- Budget: Today we had our first presentation of next year's budget. Our overall philosophy in preparing this budget is 'sustaining current programs and operations'. We anticipate some potential major changes next year regarding how schools are funded and to what extent they are funded by the state. There are a couple of additional elements within this budget for student support and technology support.
- Enrollment: Next year will be the first year that the state will fully fund our kindergarten program. Essentially, this equates to funding for approximately 17 more students. This increased funding shifts responsibility for funding away from local dollars to state dollars. We have also communicated with our waiver families about renewing waivers for next year. We will keep a particularly close eye on class-sizes in next year's 2nd and 3rd grades. Packet page 11 of 21
- Facilities: We continue to be proud of our incredible campus here in Conway. We anticipate possible future capital expenses related to continuous roof damage/replacement in the 300 building. And we will examine other potential replacement costs, moving forward.
- Policy & Risk Assessment: Our annual risk assessment review for next fall focuses on different elements of school safety and emergency preparedness.

Deenie Berry's Principal report:

Julie Hummel's Kindergarten class presented what the kindergarteners have been up to in class.

Enrollment:

Dr. Chris Pearson

Head Count Enrollment: 440

FTE: 417.5

Monthly Average: 413

Financial Report:

Business Manager Liz Caldwell reported on this month's financial reports:

- Month end account balance amounts:

ASB: \$ 27,539.70

Capital Projects: \$ 376,997.77

Tech Levy: \$ 52,222.83

Debt Service: \$ 426,364.10

Transportation: \$ 22,180.21

- Month End General Fund Balance

Cash Balance with County Treasurer: \$ 1,289,292.33

Unassigned: \$ 797,313.98

Accounts Payable: \$ 406,325.26

Committed Cash: \$ 391,978.35

Contingency: \$ 100,000.00

· Revenues and expenditure amounts-general fund:

Revenues: \$ 876,589.93

Expenditures: \$ 406,325.26

Cash & Investments: \$ 1,289,292.33

Action Agenda:

Director Sicklesteel made a motion and it was seconded by Director Melton to approve Technology Surplus. Motion passed.

Director Halliday moved and the motion was seconded by Director Melton to approve Personnel report, to move Julie DeBellis to 4th grade in the 16-17 school year and hire Sheida Deghan as the 4th Grade Leave Replacement ending on June 14, 2016. Motion passed.

Director Sicklesteel made a motion and it was seconded by Director Halliday to approve the 2016-17 Skagit Detention Ed. Program Interlocal Agreement. Motion passes.

Presentation:

Facilities Update:

Dr. Chris Pearson updated the Board about the roof, we are gathering estimates and will need to go out to Bid. More to come later.

Future Board Meetings:

June 21, 2016, 6:00 pm: Special Board Session to Review and Approve 2016-17 Budget

June 21, 2016, 7:00 pm: Regular School Board Meeting

July 25, 2016 7:00 pm: Regular School Board Meeting

Board Comments:

Executive Session:

The meeting was adjourned at 8:15 pm

This meeting has been recorded and the tape is available in the District Office.

Submitted by Secretary to the Board, Dr. Chris Pearson.

Dr. Chris Pearson, Superintendent

Jessica Bell- Hinderstein, Board President

SKAGIT COUNTY DETENTION CENTER EDUCATION PROGRAM INTERLOCAL COOPERATIVE AGREEMENT

I. INTRODUCTION

WHEREAS, legislatively approved staffing ratios preclude the resident districts from generating sufficient staff to meet the needs of students with specialized education program requirements;

WHEREAS, cooperative student programs provide a more efficient and economical basis for managing and implementing special services programs;

WHEREAS, districts have chosen to avoid unnecessary duplication of unusually expensive programs and rather choose to try to free up resources to provide educational programs not otherwise available;

WHEREAS, Northwest Educational Service District 189 (hereinafter referred to as "NWESD") has historically provided special services on a cooperative basis;

WHEREAS, the Skagit County school districts in Washington have requested that NWESD provide special services for their students;

WHEREAS, RCW 39.34, RCW 28A.310.180, and RCW 28A.310.340 authorize the school districts and educational service districts to join together to engage in various activities, including having the educational service district provide cooperative service programs; and,

WHEREAS RCW 28A.190 and WAC 392-122-200 authorize institutional education programs.

NOW THEREFORE, a cooperative service program is hereby created wherein NWESD will provide education services to the district which is signatory to this Agreement for Cooperative Service Program (herein referred to as "Agreement"), according to the terms and conditions contained herein.

II. NAME/PURPOSE

The name of this cooperative service program is the Skagit County Detention Center Educational Program (hereinafter referred to as "Program"). The general purpose of the cooperative is to provide educational programs for children and youth confined in Skagit County juvenile detention centers as authorized by RCW 28A.310.180 and/or other applicable laws.

This Agreement supersedes any Agreement prior to September 1, 2016, between NWESD and the district which is signatory to this Agreement for the operation of a juvenile detention center education program.

III. MEMBERSHIP

Membership in this cooperative requires all members to sign this Agreement. "District" shall hereafter refer to districts that have signed the Agreement for the 2016/17 program year and agree to be financially responsible as a cooperative member for a proportionate share of any excess Program costs.

IV. FINANCING

The students served by this Program are residents of one of the Districts, and accordingly, it is acknowledged that each District retains the responsibility to provide an appropriate public education for its students.

Prior to the start of each year, NWESD will develop a proposed budget, comparing the amount anticipated to be received as apportionment with planned costs of the Program. The NWESD shall receive indirect costs of nine percent (9%) for administering this Program. Such budget will be provided to each District representative and the Advisory Council members for review.

It is anticipated, but not certain, that this Program will be financed by apportionment from the State of Washington to NWESD, with that apportionment covering most, if not all, of the costs of the Program. The Districts agree to pay all unfunded costs of the Program. Any and all such unfunded costs will be proportionately distributed among the Districts. Each District's contribution will be determined by calculating the five-year average percentage of the Program its students represent, and a proportionate share of students who are non-county residents. Specifically, each District's total number of student FTE will be divided by the total FTE within the Program, based on monthly enrollment reporting, added to each District's proportionate share of the non-county resident population.

Final settlement will be determined upon the close of all accounts for each program year. Should any payments for unfunded costs be anticipated or required, the NWESD will invoice in accordance with the following schedule.

- A. On or before January 31 of the school year: Fifty percent (50%) of any projected annual unfunded cost for the school year attributable to each District, based upon the estimated shortfall.
- B. On or before June 30 of the school year: Fifty percent (50%) of any projected annual unfunded cost for the school year attributable to each District, based upon the estimated shortfall.
- C. On or before September 30 of the following school year: The difference between the actual and projected annual unfunded cost for the school year attributable to each District, should additional funds be required. If the projected shortfall was greater than the actual shortfall a proportionate share of the overpayment will be credited to each District's future Program obligation.

V. ADVISORY COUNCIL

An Advisory Council consisting of the superintendent of each participating District, or his/her designee, is hereby created. The purpose of such Advisory Council is to monitor the performance of this Agreement, amend this Agreement (with concurrence of all parties affected), and terminate this Agreement as provided in Section IX.

Activities of the Advisory Council shall take place as needed, called by a majority of its members or by the Superintendent of NWESD, or his/her designee. Decisions by the Advisory Council will be made by a vote of greater than fifty percent (50%) of a quorum. A quorum is defined as at least fifty percent (50%) of the representatives appointed to the Advisory Council. Participation may occur via technological participation, including email providing at least seven (7) calendar days prior written notice was provided to each District superintendent or designee.

VI. RIGHTS AND OBLIGATIONS OF NWESD

The NWESD Board of Directors and Superintendent agree to provide educational services pursuant to requirements of the Office of the Superintendent of Public Instruction (OSPI). In accordance with this Agreement, NWESD shall:

- A. Operate an education program as approved by the Advisory Council to meet the unique educational needs of children and youth involved in the juvenile justice system;
- B. Implement institutional programming consistent with State standards as identified by OSPI and the State Board of Education (e.g., RCW 28A.190 and WAC 392-122-200).
- C. Maintain quality educational standards, under the guidance of the Advisory Council, identified in Section V above;
- D. Coordinate the exchange of educationally relevant student information between NWESD, the District, and the student's last known school of attendance to promote learning consistent with each student's learning continuum;

- E. Coordinate with last known district of attendance for enhanced educational services to the extent possible within the juvenile justice facility, and pursuant with Section VII.A of this Agreement;
- F. Administer the Program, including filing such documents and obtaining such approvals as necessary to receive all appropriate State funding (e.g., monthly reporting of students to OSPI for CEDARS) to NWESD according to the policies and procedures adopted by the NWESD Board of Directors;
- G. Maintain fiscal record-keeping of expenditures to permit verification that federal Title 1 D funds and state apportionment funds are each used for appropriate purposes and tracked separately.
- H. Recruit, employ, and supervise educational staff to adequately operate the Program. All staff for the Cooperative shall be employed by NWESD and subject to the policies and rules and regulations of NWESD, including teacher certification as required by the State of Washington and Title 1, Part D funding;
- I. Contract or subcontract with other entities to provide needed services to operate this Program including but not limited to GED preparation, pre-employment and vocational preparation, counseling and nursing services, etc.; and,
- J. Be entitled to receive the monies necessary to operate the Program, as described in Section IV.

VII. RIGHTS AND OBLIGATIONS OF THE DISTRICT

In exchange for having NWESD operate the Program described in this Agreement, the District agrees to permit the NWESD to claim funding on behalf of any student served by the Program and to reimburse the NWESD for excess costs in accordance with Section IV.

Nothing in this Agreement precludes any District obligation to provide educational programs for juveniles in adult jails, pursuant to RCW 28A.194 and WAC 392-122-228, when such adult correctional facility is located within the District service boundaries.

The District acknowledges that by entering into this Agreement they are causing financial commitments by other parties to occur and therefore agree they will not terminate prior to the expiration date without the consent of NWESD and any other party to this Agreement that would suffer financially thereby. In the event of such unilateral termination without consent, the terminating party agrees to indemnify and pay other parties that have not agreed thereto for any financial loss which results from such termination.

Additionally:

- A. The District acknowledges that Chapter 28A.155 RCW, Chapter 392-171 WAC and Chapter 392-172A WAC impose responsibilities and that those responsibilities are not distinguished by delegation, in part or in total, under this Agreement.

To this extent, it is understood and agreed between the parties hereto that the purpose and intent of this Agreement is that NWESD provide cooperative services to deliver the specialized services for which they would otherwise qualify in their resident District. The resident District shall retain the responsibility to:

1. assure their particular students are receiving an appropriate education, including ESA provided services and timely initial evaluations or re-evaluations, as well as the re-evaluation of students while they are detained at the county detention center, as specified in Chapter 392-172A WAC;
2. comply with all provisions as requested by Chapter 28A.155 RCW, Chapter 392-171 WAC, Chapter 392-172A WAC, and Public Law 108-446 (IDEA); and,
3. incorporate Chapter 392-171 WAC, Chapter 392-172A WAC, and Public Law 108-446 (IDEA) required policies.

- B. The District waives any locally-established procurement requirements that are more restrictive than those established by statute for fees/purchases initiated pursuant to this Agreement.
- C. The District will not use federal funds for payment of any fees/purchases related to the Agreement, unless it provides prior written notice to the NWESD Assistant Superintendent for Finance and Compliance. This will assure the District and NWESD can proactively explore and meet any federal procurement requirements.

VIII. DISPUTE RESOLUTION

Disputes arising out of this Agreement, excluding indirect and administration costs, shall be resolved in the following fashion:

- A. If the dispute is between participating Districts, then the disputing parties will present their arguments first to the Director of Special Programs and Services of NWESD to make a determination. If need be, it may then be referred to the Superintendent of NWESD.
- B. If the dispute is between one or more participating District(s) and NWESD, then each participating District will appoint someone to represent it, NWESD will appoint someone to represent it, and those parties will appoint someone as a neutral representative. This panel's decisions will be limited to the provisions of this Agreement, be determined by a majority vote, and be binding on the parties.

IX. TERM OF AGREEMENT/TERMINATION

This Agreement's initial duration is from September 1, 2016, through August 31, 2017, and will be automatically renewed each year unless written notice of termination is given in the manner provided herein. For a termination to be effective, written notice must be provided to the other party by April 1 prior to the termination date, as provided below.

- A. If the Districts wish to terminate the Agreement in its entirety, the Advisory Council shall provide written notice to the NWESD no later than April 1 of the preceding program year (e.g., April 1, 2017, for the 2017/18 program year).
- B. If the NWESD wishes to terminate the Agreement in its entirety, the NWESD shall notify the member Districts no later than April 1 of the preceding program year (e.g., April 1, 2017, for the 2017/18 program year).

This Agreement may be modified only upon recommendation by Advisory Council as per Section V, and fully executed by NWESD and the Districts, specifying conditions and date of modification.

X. OWNERSHIP OF ASSETS

All assets acquired by NWESD and placed in service for the cooperative shall remain the property of NWESD. Any asset acquired by the District and used in the Program, because the Program component is situated within the District, will remain the property of the District. Works created by NWESD under this Agreement shall also remain the property of NWESD (e.g., developed training manuals or other published documents). Should the Program be dissolved, the Advisory Council shall prepare a list of all assets, including any fund balances, and make recommendations to the superintendents of NWESD and member Districts for disbursement.

XI. SUSPENSION AND DEBARMENT

The parties to the Agreement certify, and each relies thereon in execution of this Agreement, that neither their entity nor its Principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded for the award of contracts by any Federal governmental agency or department. "Principals", for the purposes of this certification, mean officers; directors; owners; partners; and, persons having primary management or supervisory responsibilities within a

business entity (e.g., general manager; plant manager; head of subsidiary, division, or business segment; and similar positions). Further, each party agrees to provide the other(s) immediate written notice if, at any time during the term of this Agreement, including any renewals hereof, it learns that its certification was erroneous when made or has become erroneous by reason of changed circumstances. Each party's certification via the execution of this Agreement is a material representation of fact upon which each party has relied in entering into this Agreement. Should either party determine, at any time during this Agreement, including any renewals hereof, that this certification is false, or should it become false due to changed circumstances, it may terminate this Agreement in accordance with the terms and conditions therein.

XII. ASSIGNMENT/WAIVER/SEVERABILITY

No rights or responsibilities required or authorized by this Agreement can be assigned by any party hereto unless allowed in this Agreement.

No provision of this Agreement, or the right to receive reasonable performance or any act called for by its terms, shall be deemed waived by a breach thereof as to a particular transaction or occurrence.


If any term or condition of this Agreement or application thereof to any person or circumstance is held invalid, such invalidity shall not affect other terms, conditions, or applications of this Agreement which can be given effect without the invalid term, condition, or application; to this end the terms and conditions of this Agreement are declared severable.

XIII. HEADINGS/SIGNATURES/APPROVAL

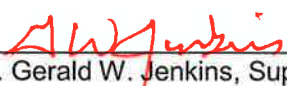
The headings of each section of this Agreement are only provided for the aid to the reader. If there is any inconsistency between the heading and the context, the context will prevail.

By signing this Agreement, the parties acknowledge that they have read and understand this Agreement, including any supplements or attachments thereto, and do agree thereto in every particular. The parties further agree that this Agreement, together with any appendices, constitutes the entire Agreement between the parties and supersedes all communications, written or oral, heretofore related to the subject matter of this Agreement.


By signing below, each party affirms that this Agreement has been approved by his/her board of directors or he/she has been given authority by such board to enter into this Agreement. A copy of authorizing school board minutes or resolution, as appropriate, will be attached hereto.

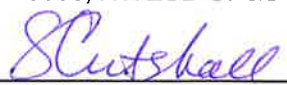


Superintendent
6/1/16
Date
Conway
School District
Skagit County, Washington



Dr. Gerald W. Jenkins, Superintendent
6/3/16
Date
Northwest Educational Service District 189
Skagit County, Washington



S. Woods, NWESD SP&S Assistant Director


S. Cutshall, NWESD SP&S Director
6-9-16
Date