

# 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.

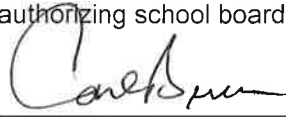
If any term or condition of this Agreement or application thereof to any person or circumstance is held invalid, such invalidity shall not affect other terms, conditions, or applications of this Agreement which can be given effect without the invalid term, condition, or application; to this end the terms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

## XIII. HEADINGS/SIGNATURES/APPROVAL

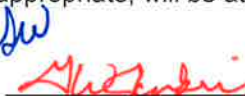
The headings of each section of this Agreement are only provided for the aid to the reader. If there is any inconsistency between the heading and the context, the context will prevail.

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  
Mount Vernon School District  
Skagit County, Washington

3/18/16  
Date

  
\_\_\_\_\_  
Dr. Gerald W. Jenkins, Superintendent  
Northwest Educational Service District 189  
Skagit County, Washington

6/8/16  
Date

  
\_\_\_\_\_  
S. Woods, NWESD SP&S Assistant Director

5/31/16  
Date

  
\_\_\_\_\_  
S. Cutshall, NWESD SP&S Director

5/19/16  
Date

**MOUNT VERNON SCHOOL DISTRICT NO. 320  
REGULAR SCHOOL BOARD MEETING  
Wednesday, March 16, 2016, 5:00 p.m.**

**Minutes**

**Call to Order:** Director Coffey called to order a regular meeting of the Mount Vernon School District Board of Directors at 5:00 pm on Wednesday, March 15, 2016 at Centennial Elementary School, 3100 Martin Road, Mount Vernon, WA 98273. Call to order

**Executive Session:** Director Coffey noted the board would be adjourning to executive session for approximately 55 minutes to review the performance of a public employee (RCW 42.30.110(1)(g)). He stated there would be no related action following the session. Executive Session

**Reconvene Regular Session:** Director Coffey reconvened the board for regular business at 6:00 p.m. Reconvene Regular

**Flag Salute:** Director Coffey led the board and gallery in the flag salute. Flag Salute

**Roll Call of Members:** Director Coffey called for members present to include Directors Coffey, Burkhart, Otos, and Larrick. Director DeLeon was excused. Also present was Superintendent Bruner and notes were by C. Ledin. Some staff present included E. Stroosma, T. Litke, R. Valentine, D. Bonner, L. Parker, D. Van Zandt, J. Swanson, J. Champagne, M. Kiehn, A. Alvarez, R. Ketcham, A. Moe, C. Dooley, P. Valentine, J. Sager, J. Larson, S. Hawley, D. Anderson, J. Lahey, D. Robison, T. Behrens, and D. Berard. B. Gentry from Landed Gentry attended. Roll Call

**Set Regular and Consent Agenda:** Director Coffey called to set the regular and consent agendas. Set Agendas

**As motioned by Director Otos, seconded by Director Larrick and unanimously approved, the board set the consent and regular agendas.** Motion

**Review and Approval of Consent Agenda:** Director Coffey called to approve the consent agenda. Approve Agendas

**As motioned by Director Burkhart, seconded by Director Otos and unanimously approved, the board approved the consent agenda to include the following items:** Motion

**Student & Staff Travel**

- Students (27); LaVenture Middle School; Symphonic Band; Spring Band Tour; Olympia, Seattle, Everett, WA; 05/26/16 – 05/27/16
- Students (20); Mount Vernon High School; Gear Up students; Eastern Washington College Tour (CWU-WSU-EWU); 04/13/16 – 04/15/16
- Students (86); Mount Vernon High School; Bands and Orchestra; Music in the Parks; Hayden, ID; 05/20/16 – 05/22/16
- Staff (4) (including M. Campbell); Bridges Getting Started Facilitator Workshop; Denver, CO (05/02/16 – 05/05/16); Rocklin, CA (05/09/16 – 05/12/16) or Menomonee Falls, WI (05/16/16 – 05/19/16)
- Staff (1) (D. Irvine); AVID Summer Institute; 07/11/16 – 07/13/16; Sacramento, CA

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- Staff (1) (E. Puga); Spokane International Translation; Interpreting Techniques; Spokane, WA; 04/29/16 – 04/30/16

**Agreements**

- License Agreement with CaseNEX, DataCation for data management services; 08/01/16 through 07/31/17
- Subrecipient Agreement with Western Washington University regarding Collaborative Schools For Innovation & Success-Year 3; 07/01/15 – 06/30/16
- Interlocal Agreement with Northwest ESD 189 Skagit Detention Center Program; 09/01/16 through 08/31/17
- Interlocal Agreement with Northwest ESD 189 for Science Materials Center Cooperative; 04/01/16 through 08/31/17

**Personnel Report**

- Certificated employment, reassignment, retirement/resignation/ termination
- Classified employment, reassignment/transfer/adjust, leave, retirement/resignation/termination, transportation department adjustments
- Extra/co-curricular stipends and supplemental contracts
- Unfilled certificated and classified positions

**Public Comments:** Director Coffey invited public comments; no one spoke.

Public

**Board Member Comments:** Director Coffey invited board member comments; Director Burkhart thanked Centennial staff for hosting the meeting; Director Coffey thanked the public for the successful bond passage.

Board

**Superintendent's Report:** Director Coffey called for items included in the Superintendent's Report.

Superintendent

**Featured School: Centennial Elementary:** Superintendent Bruner introduced Centennial Elementary Principal, Erwin Stroosma. Mr. Stroosma welcomed the Board, staff, parents, students, and visitors. He said the presentation would highlight staff and students, and demonstrate for the board how the goals are incorporated into daily programming and operations. Mr. Stroosma presented several "corn dog" awards and recognition to include:

Featured:  
Centennial

- School Board for community support and appreciate for all they do
- Teresa Litke, head secretary, for her tireless, professional work
- Michelle Kiehn for serving as kindergarten team lead
- Chuck Dooley, Ashley Moe, and Pam Valentine for their work on the smarter balanced assessment interim work
- Rose Ketchum and Anthony Alvarez for leading the EL team and advocating for transitional bilingual students and their families
- Roger Valentine, Rose Ketchum, and Pam Valentine for leading the student support team
- John Lahey for developing the science club and showing his students that science can be engaging
- Tim Behrens for his ability to incorporate a love of music to the band students
- Denise Robison for leading the Girls on the Run club
- Ashley Moe for being a technology pioneer and finding creative ways to incorporate technology into existing and new programs

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**Data Dashboard:** Superintendent Bruner shared information related to data dashboard. Stephanie Hawley, Assistant Director, Assessments, reported on test scores for reading grades 3 and 5 fall and winter, and math grades 3 and 5 fall and winter. She shared the math data is from Aimsweb, noting this is being used less as teachers' transition to the Bridges curriculum. The Aimsweb data is reflective of fewer students. Joni Swanson, Curriculum Executive Director, reported on middle and high school algebra 1 and 2 assessments, noting there is struggle with algebra 2, but improvement is shown between first quarter and end of semester. As this is new curriculum, teachers are being very mindful of the classroom interaction and test retake policies. Parent engagement activities were reviewed, examples provided in how teachers apply learning opportunities to create independence including fundraising, competitions, robotics, certifications, and more. Jennifer Larson, Finance Executive Director, reviewed enrollment, spending to date, and impact fees. Superintendent Bruner reviewed hot topics, which included bond, staffing, and the state supplemental budget. Regarding bond information, staff met with all architects together to review scheduling and use of common consultants for mechanical and electrical systems. He noted this type of coordinated effort will pay big dividends in the project success.

Data  
Dashboard

**Old Business:** Director Coffey noted there was no old business.

Old

**New Business:** Director Coffey called for items relating to new business.

New

**Request for School Impact Fee Waiver: Landed Gentry/Woodside Adult Community; first appearance:** Superintendent Bruner introduced Brian Gentry from Landed Gentry development. Mr. Gentry commented they are working on a new project in the city called Woodside, which is an adult 55+ community. He said they have been building for 37 years and have completed several active adult neighborhoods in Mount Vernon during the past 15 years. A covenant is included in the deed ensuring that age 55+ adults must occupy the homes and no one under 21 can reside in them. They have had the impact fees waived for their other age-restricted communities in Mount Vernon and are requesting the same consideration for Woodside. He confirmed that these homes contribute to the tax base of Mount Vernon, even if the impact fees are waived. The homeowner's association is required to maintain a list of owners. Superintendent Bruner asked if Landed Gentry would share with the legal expense related to the required paperwork if the decision is made to waive the fees; Mr. Gentry replied they would.

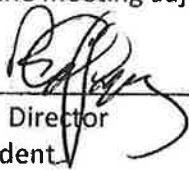

Request for  
Fee Waiver

**Report on Equity Assurance:** Superintendent Bruner introduced Dave Anderson, Assistant Superintendent to provide the annual equity assurance report. He shared the nondiscrimination notice is posted in multiple places including the website, course descriptions, newsletters, recruitment advertisements, handbooks, brochures, applications, and more. The equal education opportunity procedures outline how to make complaints. The district must identify and determine services for students with limited English proficiency. Sexual Harassment posters are in each school with the policy and procedure in student handbooks, website, brochures, and more. Student discipline is reviewed to ensure there are no disparities between national origins and that instructional materials ensure equality. There is a policy to guide identification of students in need of a 504 plan or special education services, and that pregnant or parenting students have equal program access. Athletic programs are reviewed to ensure equal gender treatment.

Equity  
Assurance



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<p><b>Gifts to the District:</b> Superintendent Bruner stated there are two gifts offered to the district and he recommends acceptance.</p>	Gifts
<p><b>Upon motion by Director Otos, seconded by Director Larrick and unanimously approved, the board accepts the following gifts:</b></p> <ul style="list-style-type: none"><li>• \$500 from Fisher Construction to benefit LaVenture Middle School 6th grade Camp Orkila education program</li><li>• \$1000 from Mount Vernon Public Schools Foundation to benefit Centennial Elementary 5th grade Mountain School education program</li></ul>	Motion
<p><b>Future Topics:</b> Director Coffey asked the board if there are any future topics for consideration; he shared that he would like to meet with the board to review goals for the 2016-17 school year.</p>	Topics
<p><b>School Board Student Representative Comments:</b> Director Coffey noted that no students were present to report.</p>	Students
<p><b>Public Comments:</b> Director Coffey invited public comment; no one spoke.</p>	Public
<p><b>Adjournment:</b> Director Coffey noted there was no further business to bring before the board and the meeting adjourned at 8:35 p.m.</p>	Adjourn
<p> _____ Rob Coffey, Director Board President</p>	
<p> _____ Carl Bruner, Superintendent Secretary to the Board</p>	