

SNOHOMISH 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 Snohomish 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 Snohomish 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 Snohomish 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 two-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.

In addition, Title 1-D funding for transition support services for these students will flow directly to the Cooperative.

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 I, 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 this 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.

Beth J. Schenas 3-8-16
Superintendent Date
Index School District
Snohomish County, Washington

Gerald W. Jenkins 5/12/16
Dr. Gerald W. Jenkins, Superintendent Date
Northwest Educational Service District 189
Skagit County, Washington

S. Woods 5/31/16
S. Woods, NWESD SP&S Assistant Director

S. Cutshall 5-19-2016
S. Cutshall, NWESD SP&S Director

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Minutes of the Regular School Board Meeting

March 17, 2015

Snohomish County 39th District

Filing Calendar

Filing for office by mail open the 2nd week of May (RCW 29A.24.081)
Filing for office online or in person – 2nd week in May (RCW 29A.24.040, 050)
Candidate withdrawal -the Friday of the 2nd week of May (RCW 29A.24.131)

Sue Cross - President - Date began – 1/1/2002
Seat 4 – Elected 4 Years 2011 – 4-year term expires 2015

Amy Johnson – Vice President –Date began 6/7/2005 –Seat 5 – Elected 4 Years 2011 – 4-year term expires 2015 -

Kim Peterson – Legislative Director – Seat 3 –Appointed 4 Years 2011 4-year term expires 2015

Kathy Corson – Teacher Liaison & Director -Date began 3/19/2013 – Seat 2 Filed – 4-year term

Anna Folsom –Transportation Director – 8/20/2013 – Seat 1- 4-year term

Bette Kokenes – Superintendent/Board Secretary
Linda Tate –Administrative Assistant/ Secretary/Registrar

Prior to the meeting Mr. Buck Evans, Assistant Superintendent of ESD 189, arrived. He presented Linda Tate with a plaque, as she was a Washington State Regional Classified School Employee of the Year Nominee for 2015. Mr. Evans read many complementary statements that others had written about her. The Board gave Linda beautiful flowers and a lovely card. Linda was overwhelmed, speechless, and appreciative. Bette Kokenes submitted a letter in Linda's favor to start this process.

- 1) Call to Order: 7:02
- 2) Roll Call – Sue Cross, Amy Johnson, Anna Folsom, Kim Peterson, and Kathy Corson
- 3) Pledge of Allegiance – Time 7:03

4) Recognition of Visitors --

Joanie Hansen, Rachel Ford, and Carol Mangiola

5) Approval of the Minutes - Anna Folsom made a motion to accept the minutes for February 17, 2015 as written. Amy Johnson seconded. The motion passed with an unanimous Yes vote.

6) Approval of the Agenda - Amy Johnson made a motion to accept the agenda as written. Sue Cross seconded. The motion passed with an unanimous Yes vote.

7) Chair Announcements -

Sue Cross and fellow board members congratulated Linda Tate for being nominated by Bette Kokenes for "School Employee of the Year for 2015." The board presented Linda with a beautiful bouquet of fragrant flowers.

8) Vice Chair Announcements

Amy Johnson spoke about the kids enjoying the swimming lessons. She shared conferences started today at the school. She also shared her three children are doing well.

9) Directors Announcements

Kathy Corson spoke about selecting a date for the River Safety Class that Wave Trek will be providing for the school. This program is part of the follow up to the swimming classes.

Anna Folsom nothing at this time.

Kim Peterson share that she had emailed information on a bill that may or may not change the required student testing for the state. A discussion was had by Bette and the board members.

10) Admin. Announcements

Bette Kokenes spoke about scheduling more retreat time. The board will continue to hold the work sessions at 6:00 and work on their planning for the future. Bette suggested that the board work on "next steps" on their timelines. She also shared a Board Monitoring Calendar may be very helpful to the board. She made a sample for the board to look at. Sue, Anna, and Kathy shared positive feedback and Bette offered to expand on this form.

Inter-local agreement with the Detention Center... was the next item Bette talked about. She wanted to share the change that may be occurring in the next school year. She summarized that this is a valuable resource should it be needed. After a lengthy discussion the board supports her signing the agreement.

State testing was discussed at the work session. Draft timelines were shared from Mrs. Joanie Hansen. The test planning has taken hours of evening time for both Mrs. Hansen and Ms. Mangiola but they feel they are working through the process. Anna Folsom asked if the teachers could use additional help with the students that are not testing. Both teachers said they had a plan to use Karen Sample, Arlis Clarke,

Anita Vargas, Kate Lemmon, and Colleen Fadden to do the coverage. The board appreciates the teachers planning and supports them and the new testing. Questions were asked about opting out of state testing and consequences. Bette explained the laws from our state and federal government and the potential loss of Title funding to our school.

Bette and the school was awarded a plaque for a perfect score for 2013- 2014 from risk Management.

11) Consent Agenda

Sue Cross made a motion to approve the payroll in the amount of \$42,784.55 as submitted. As of March 17, 2015, the "board approves payments", totaling \$13,596.98. Total by Payment type for Cash Account, INDEX WARRANT ACCOUNT: Warrant Numbers 20318 through 20335, totaling \$6,940.38 and ACH Numbers 141500039 through 141500046, totaling \$6,656.60. Amy Johnson seconded. The motion passed with a unanimous Yes vote.

Fun – Sue Cross made Aunt Madeline's yummy banana bread and brought in a wonderful fruit platter. Linda had St. Patrick's cards for the members. Anna Folsom is fun for April.

General:

A. Policies 1st readings

1. #2162 Education of Students with disabilities Under Section 504 of the Rehabilitation Act of 1973

B. Policies 2nd Reading and Adoption

A. #1005 Key Functions of the Index School Board

1. #1110 Elections
2. #1114 Board Member Resignation and Vacancy
3. #1400 Meeting Conduct, Order of Business and Quorum
4. #1805 Open Government Trainings
5. #2005 School Improvement Plans
6. #2020 Curriculum Development and Adoption of Instructional Materials
7. #2090 Program Evaluation
8. omitted from A and moved to A1 – see below
10. #2163 Response to Intervention
11. omitted from A and moved to A1 – see below
- 11.B #2190P Highly Capable Procedures
- 12 #3115 Homeless Students: Enrollment Rights and Services
13. #3120 Enrollment
14. #3122 Excused and Unexcused Absences
15. #3207 Prohibition of Harassment, Intimidation, and Bullying
16. #3210 Nondiscrimination
17. omitted from A and moved to A1 – see below

Sue Cross made a motion to adopt the above policies. Amy Johnson seconded. The motion passed with a unanimous Yes vote.

- B1. #2108 Remediation Programs
- #2190 Highly Capable Program
- #3231 Student Records

Sue Cross made the motion to adopt the above three policies. Amy Johnson seconded. The motion passed with four (4) Yes votes and one (1) Nay vote.

C. Study and Survey

Process for hiring consultant. Bette was directed to contact the other Superintendents in Snohomish County plus Skykomish School District to ask if anyone had recently used a consultant and their outcomes. Bette created a form with the district, superintendent or contact, company, and comments. Bette will narrow down the field prior to the April meeting. Kim Peterson will create a list of questions for the companies and have that for the April meeting.

D. 1st reading of policies

- 1 #1420 Proposed Agenda and Consent Agenda & 1420P
- 2 #1450 Absence of a Board Member
- 3 #1610 Conflicts of Interest 2nd Class Districts
- 4 omitted
- 5 #1810 Annual Governance Goals and Objectives
- 6 #1820 Board Self-Assessment and Procedure
- 7 #2004 Accountability Goals
- 8 # 2025 Copyright Compliance
- 9 omitted
- 10 #2104 Federal and/or State Funded Special Instructional Programs
- 11 #2195 Academic Acceleration & 2195P
- 12 #2340 Religious-Related Activities and Practices
- 13 # 3110 Qualification of Attendance and Placement & 3110P
- 14 # 3114 Procedure Part-Time, Home Based, or Off- Campus Students
- 15 # 3224 Student Dress
- 16 omitted
- 17#3143 District Notification of Juvenile Offenders
- 18 # 3144 Release of Information Concerning Student Sexual and Kidnapping Offenders
- 19 # 3200 Rights and Responsibilities
- 20 # 3220 Freedom of Expression
- 21 # 3223 Freedom of Assembly
- 22 #3244 Prohibition of Corporal Punishment
- 23 #3245 Students and Telecommunication Devices & 3245P

No vote needed.

E. Policy Review

- #6215 Voucher Certification and Approval

#6215P Voucher Certification and Approval Procedure
Discussion was held. These two may be on the next agenda.

F. Beauty of Bronze --Kim
Kevin Pettelle

Kim shared a wonderful opportunity for the Index older students to participate in a program to learn sculpture. Kevin Pettelle has presented his program to more than 6,000 5th grade students over seven years. A discussion broke out on this topic. The cost for 11 kids to attend would be \$1,000. Suggestions of bringing in community to work along side of students, holding a weekend or evening class, using an early release Wednesday, and more. No decisions were made at this time. The program will be available in the fall if the time line will not work now. Anna suggested looking for a grant to help with costs. She would be willing to help look if someone could direct her.

G. Personnel

Sue Cross asked that all board members be ready to work on the evaluation for the Superintendent at the next meeting.

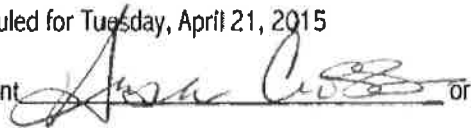
She then stated that Bette has 9 days "banked" from working so far this year. Time was spent on the Consolidate Review and many other projects.

While working on the school policies Bette estimates working four (4) additional days over her contracted monthly nine (9) days. The board has known about the time and understands the hours it takes to do policy work. They also understand if they were to hire another company to do the work it would cost more. Sue Cross made a motion to pay Bette Kokenes her regular rate for two (2) of the four (4) days worked on policies this month. In the next couple of months the board agrees to pay Bette the other two (2) days. Amy Johnson seconded. The motion passed with an unanimous Yes vote.

11. Adjournment -- Anna Folsom made a motion to adjourn the meeting at 8:58 as she wished everyone a Happy St. Patrick's Day. Sue Cross seconded. The motion passed with an unanimous Yes vote.

The next meeting is scheduled for Tuesday, April 21, 2015

Sue Cross - Board President



Amy Johnson -- Vice President _____

Typist Linda Tate