

## MEMORANDUM OF UNDERSTANDING

between the

**COUPEVILLE SCHOOL DISTRICT**

and the

**NORTHWEST EDUCATIONAL SERVICE DISTRICT**

### I. Introduction

THIS MEMORANDUM OF UNDERSTANDING is made by and between the **Coupeville School District** (hereinafter referred to as the "District") and the **Northwest Educational Service District 189** (hereinafter referred to as "NWESD") for the purpose of providing educational services to Island County Detention students at Skagit County Detention Center in order to provide certificated staff and educational services to ICD students being held within the NWESD's Cooperative Program at Skagit County Detention Center.

NOW THEREFORE, the NWESD and the DISTRICT express their mutual understanding pertaining to the administration of the *Memorandum of Understanding* as follows:

### II. Operational Procedures

#### 1. Description of Services

The DISTRICT agrees to provide, and the NWESD agrees to accept a certificated staff member for the purposes of maintaining educational services to Island County Detention students at Skagit Detention Center. The purpose of this MOU is to ensure educational services be provided to DISTRICT students within NWESD's program.

#### 2. Consideration

The NWESD recognizes that the DISTRICT will not provide any staffing assistance to the NWESD program unless DISTRICT Island County Detention students are present. Whereas the DISTRICT is providing educational staffing, no fiscal consideration between the NWESD and the DISTRICT is required nor contained herein.

#### 3. General Provisions

- A. Selection of Personnel: The DISTRICT shall employ certified personnel to be assigned to perform the services outlined in the description of services. All individuals assigned by DISTRICT shall undergo screening and background checks as deemed appropriate by the DISTRICT and NWESD.
- B. Provision of Materials and Technology: The DISTRICT shall provide all educational materials and technology devices required to provide educational services to DISTRICT Island County Detention students while receiving educational services in the NWESD location.
- C. Maintenance of Educational Records: The DISTRICT shall maintain all educational records, including intake, exit, transportation between facilities, and family communication. The

DISTRICT will be responsible for providing and complying with special education services.  
The DISTRICT will maintain the students on their records for the purposes of the state count.

- D. Safeguarding Client Information: The NWESD agrees that there will be no disclosure of confidential information, except upon the written consent of the DISTRICT.
- E. Communication: Communications between the NWESD and the DISTRICT shall be addressed to the regular place of business.

In the case of the NWESD, the address shall be addressed to:

Andrea Downs, Assistant Director of Special Programs  
Special Programs & Services  
Northwest Educational Service District 189  
1601 R Avenue  
Anacortes, WA 98221

In the case of the DISTRICT, communications shall be addressed to:

John Luvera  
Coupeville School District  
501 Main Street  
Coupeville, WA 98239

F. Terms: This *Memorandum of Understanding* shall be in full force and effect from the 1st day of August 2023, to the 31st day of August 2024, unless mutually extended in writing by both parties.

G. Accounting of Personal Property: All property purchased by the NWESD with NWESD funds shall become and remain the property of the NWESD. All property purchased by the DISTRICT shall become and remain the property of the DISTRICT.

By signing below, each party affirms that their governing Board has approved this Memorandum of Understanding or they have been given authority by such Board to agree to its terms. If this approval is provided through a resolution, a copy of the said resolution will be attached hereto.


**COUPEVILLE SCHOOL DISTRICT**

Steve King, Superintendent

DocuSigned by:  
  
2AD723AF8A42492...  
(signature) 8/3/2023 (date)

**NORTHWEST EDUCATIONAL SERVICE DISTRICT**

Larry Francois, Superintendent

DocuSigned by:  
  
B153E0E45A3B494...  
(signature) 8/3/2023 (date)

DS  


DS  


DS  
