Docusign Envelope ID: 13CB78CE-692E-8D51-80EA-08BAF568E13F

INTERLOCAL AGREEMENT
Agreement No.20260504

between

OFFICE OF SUPERINTENDENT OF PUBLIC INSTRUCTION
600 Washington Street SE
PO Box 47200
Olympia, WA 98504-7200

and

NORTHWEST EDUCATIONAL SERVICE DISTRICT 189
1601 R Ave
Anacortes, WA 98221

Federal Identification #91-0868056
Unified Business Identifier #600-253-146

THIS AGREEMENT is made and entered into by and between the Northwest Educational Service District 189, hereinafter referred to as "NWESD 189," and the Office of Superintendent of Public Instruction, hereinafter referred to as "OSPI."

PURPOSE OF THIS AGREEMENT

This Agreement is necessary for the successful implementation and operation of the identified Scope of Work activities and services under Washington State's Title I Part C Migrant Education Program Service Delivery Plan (SDP). NWESD 189 shall provide local educational agencies and schools with assistance and guidance in developing the capacity to develop and implement effective supplemental instructional and support services leading to increased academic achievement and graduation for migratory students.

THEREFORE, IT IS MUTUALLY AGREED THAT:

STATEMENT OF WORK

NWESD 189 shall furnish the necessary personnel, equipment, material and/or services and otherwise do all things necessary for or incidental to the performance of the work set forth below:

1. Deliver services and/or activities outlined in Attachment B – Scope of Work and Budget, which is attached hereto and incorporated herein.

2. Ensure that staff delivering program services receive Professional Learning, if necessary, to ensure they have migrant program expertise.

3. Adhere to Migrant Education Program (MEP) reporting requirements as per OSPI's MEP guidance. All activity reporting shall be entered onto the Migrant Student Information System (MSIS) website: https://www.msdr.org.

4. Ensure that the services delivered, and costs incurred are in accordance with the MEP goals and purpose.

Docusign Envelope ID: 13CB78CE-692E-8D51-80EA-08BAF568E13F

DELIVERABLES

NWESD 189 shall provide the following deliverables to the OSPI Contract Manager in alignment with Attachment B – Scope of Work and Budget.

DELIVERABLES
1. MEP Program Coordination and Regional Communication
2. MEP Program Design and Development
3. Professional Learning and Technical Assistance
4. Professional Learning: Academic
5A. Non-Academic Initiatives/LEA Support (Health)
5B. Non-Academic Initiatives/LEA Support (Out-of-School Youth)

ACCESSIBILITY & BRAND REQUIREMENTS

All documents, videos, audio records, presentations, or other deliverables required under this Agreement shall be produced in format, compliant with the Americans With Disabilities Act and follow the Web Content Accessibility Guidelines (WCAG) 2.0, OSPI's formatting standard specified in Attachment C – OSPI Americans with Disabilities Act Compliance: Graphics and Colors, OSPI's Brand Use Policy, OSPI's Style Guide, and OSPI's Videography Style Guide, which are hereby incorporated by this reference. For narrative or documentary style videos required under this Agreement, the final product and all raw footage shall be mailed to the OSPI Communication and Digital Media office on a hard drive furnished by NWESD 189. In the event that the deliverables are not compliant, OSPI may require NWESD 189 to promptly make modifications that will make the deliverables compliant. Additionally, OSPI shall have the right to modify or copy the deliverables in order to make them accessible and/or compliant.

PERIOD OF PERFORMANCE

Subject to its other provisions, the period of performance of this Agreement shall commence on September 1, 2026, or date of execution, whichever is later, and be completed on August 31, 2027, unless terminated sooner as provided herein.

PAYMENT

Compensation for the work provided in accordance with this Agreement has been established under the terms of RCW 39.34. The parties have determined that the cost of accomplishing the work herein will not exceed a total of eight hundred thirty-nine thousand, seven hundred seventy-nine dollars ($839,779), per the Schedule of Payments. Payment for satisfactory performance of the work shall not exceed this amount unless the parties mutually agree to a higher amount.

NWESD 189 shall contact the OSPI Contract Manager via email for approval of out-of-state travel at least Five (5) days prior to encumbering migrant funds for this purpose. All out-of-state travel must comply with Attachment D – Travel Guidance.

One hundred percent (100%) of the funds for the payment of this Agreement are provided by federal program Title I Part C Migrant Education Program, CFDA # 84.011A/Award #S011A260048, therefore, NWESD 189 shall comply with Federal Grant Terms and Conditions, attached hereto as Attachment A.

Docusign Envelope ID: 13CB78CE-692E-8D51-80EA-08BAF568E13F

BILLING PROCEDURE

NWESD 189 shall submit invoices to the OSPI Contract Manager monthly based on the completion of Deliverables noted on Attachment B – Scope of Work and Budget and reported into the MSIS website (msdr.org) beginning October 2026. The invoices shall include the Agreement number and document to the Contract Manager's satisfaction a description of the work performed and payment requested. Within approximately thirty (30) calendar days of the Contract Manager receiving and approving the invoice, payment will be mailed or electronically transferred to NWESD 189 by Agency Financial Services, OSPI. Upon expiration of the Agreement, any claim for payment not already made shall be submitted within thirty (30) days after the expiration date or the end of the fiscal year, whichever is earlier.

If errors are found in the submitted invoice or supporting documents, the Contract Manager will notify NWESD 189. In order to receive payment, it shall be the responsibility of NWESD 189 to make corrections in a timely manner, resubmit the invoice and/or supporting documentation as requested, and notify the Contract Manager.

AGREEMENT ALTERATIONS AND AMENDMENTS

This Agreement may be amended by mutual agreement of the parties. Such amendments shall not be binding unless they are in writing and signed by personnel authorized to bind each of the parties.

ASSIGNMENT

The work to be provided under this Agreement, and any claim arising thereunder, is not assignable or delegable by either party in whole or in part, without the express prior written consent of the other party, which consent shall not be unreasonably withheld.

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, AND INELIGIBILITY

NWESD 189 certifies that neither it nor its principals are debarred, suspended, proposed for debarment, or voluntarily excluded from participation in transactions by any federal department or agency. The NWESD 189 further certifies that they will ensure that potential subcontractors or subrecipients or any of their principals are not debarred, suspended, proposed for debarment, or voluntarily excluded from participation in covered transactions by any federal department or agency. NWESD 189 may do so by obtaining a certification statement from the potential subcontractor or subrecipient or by checking the "List of Parties Excluded from Federal Procurement and Non-Procurement Programs" provided on-line by the General Services Administration, and Washington State vendor debarment list.

Docusign Envelope ID: 13CB78CE-692E-8D51-80EA-08BAF568E13F

CONTRACT MANAGEMENT

The following shall be the contact person for all communications and billings regarding the performance of this contract. Any changes to this information shall be communicated to the other party in writing as soon as reasonably possible.

NWESD 189	OSPI
Enrique Lopez Migrant Ed. Program Manager 1604 R Ave Anacortes, WA 98221 Phone: 360-299-4048 Email: elopez@nwesd.org	Sylvia Reyna Director, Title I Part C Migrant Education Program 600 Washington Street SE PO Box 47200 Olympia, WA 98504-7200 Phone: 360-742-4654 Email: sylvia.reyna@k12.wa.us

CREATIVE COMMONS ATTRIBUTION LICENSE

NWESD 189 understands that, except where otherwise agreed to in writing or approved by OSPI or the Contract Manager, all original works of authorship produced under this Agreement shall carry a **Creative Commons Attribution License**, version 4.0 or later.

All Materials NWESD 189 has adapted from others' existing openly licensed resources must be licensed with the least restrictive open license possible that is not in conflict with existing licenses.

For Materials that are delivered under this Agreement, but that incorporate pre-existing materials not produced under this Agreement, NWESD 189 will license the materials to allow others to translate, reproduce, distribute, prepare derivative works, publicly perform, and publicly display. If NWESD 189 would like to limit these pre-existing portions of the work to non-commercial use, the **Creative Commons Attribution-NonCommercial-ShareAlike** license, version 4.0 or later, is acceptable for these specific sections.

NWESD 189 warrants and represents that NWESD 189 has all rights and permissions, including intellectual property rights, moral rights and rights of publicity, necessary to apply such a license.

DISPUTES

In the event that a dispute arises under this Agreement, it shall be determined by a Dispute Board in the following manner: Each party to this Agreement shall appoint one member to the Dispute Board. The members so appointed shall jointly appoint an additional member to the Dispute Board. The Dispute Board shall review the facts, contract terms and applicable statutes and rules and make a determination of the dispute. The determination of the Dispute Board shall be final and binding on the parties hereto.

GOVERNANCE

This Agreement is entered into pursuant to and under the authority granted by the laws of the state of Washington and any applicable federal laws. The provisions of this Agreement shall be construed to conform to those laws.

Docusign Envelope ID: 13CB78CE-692E-8D51-80EA-08BAF568E13F

In the event of an inconsistency in the terms of this Agreement, or between its terms and any applicable statute or rule, the inconsistency shall be resolved by giving precedence in the following order:

- Applicable state and federal statutes and rules
- Statement of work
- Attachment A – Federal Grant Terms and Conditions
- Attachment B – Scope of Work and Budget
- Attachment C – OSPI Americans with Disabilities Act Compliance: Graphics and Colors
- Attachment D – Travel Guidance
- Any other provisions of the Agreement, including materials incorporated by reference

INDEPENDENT CAPACITY

The employees or agents of each party who are engaged in the performance of this Agreement shall continue to be employees or agents of that party and shall not be considered for any purpose to be employees or agents of the other party.

RECORDS MAINTENANCE

The parties to this Agreement shall each maintain books, records, documents and other evidence which sufficiently and properly reflect all direct and indirect costs expended by either party in the performance of the services described herein. These records shall be subject to inspection, review or audit by personnel of both parties, other personnel duly authorized by either party, the Office of the State Auditor, and federal officials so authorized by law. All books, records, documents, and other material relevant to this Agreement will be retained for six (6) years after expiration and the Office of the State Auditor, federal auditors, and any persons duly authorized by the parties shall have full access and the right to examine any of these materials during this period.

Records and other documents, in any medium, furnished by one party to this Agreement to the other party, will remain the property of the furnishing party, unless otherwise agreed. The receiving party will not disclose or make available this material to any third parties without first giving notice to the furnishing party and giving it a reasonable opportunity to respond. Each party will utilize reasonable security procedures and protections to assure that records and documents provided by the other party are not erroneously disclosed to third parties.

RESPONSIBILITIES OF THE PARTIES

Each party to this Agreement hereby assumes responsibility for claims and/or damages to persons and/or property resulting from any act or omission on the part of itself, its employees, its officers, and its agents. Neither party assumes any responsibility to the other party for the consequences of any claim, act or omission of any person, agency, firm, or corporation not a party to this Agreement.

RIGHTS IN DATA

Copyright in all material created by NWESD 189 and paid for by OSPI as part of this Agreement shall be the property of the State of Washington. Both OSPI and NWESD 189 may use these materials, and permit others to use them, for any purpose consistent with their respective missions

Docusign Envelope ID: 13CB78CE-692E-8D51-80EA-08BAF568E13F

as agencies of the State of Washington. This material includes, but is not limited to: books, computer programs, documents, films, pamphlets, reports, sound reproductions, studies, surveys, tapes, and/or training materials. Material which NWESD 189 provides and uses to perform this Agreement but which is not created for or paid for by OSPI shall be owned by NWESD 189 or such other party as determined by Copyright Law and/or NWESD 189's internal policies; however, for any such materials, NWESD 189 hereby grants (or, if necessary and to the extent reasonably possible, shall obtain and grant) a perpetual, unrestricted, royalty free, non-exclusive license to OSPI to use the material for OSPI internal purposes.

SEVERABILITY

If any provision of this Agreement or any provision of any document incorporated by reference shall be held invalid, such invalidity shall not affect the other provisions of this Agreement which can be given effect without the invalid provision, if such remainder conforms to the requirements of applicable law and the fundamental purpose of this Agreement, and to this end the provisions of this Agreement are declared to be severable.

SUBCONTRACTING

Neither NWESD 189 nor any subcontractor shall enter into subcontracts for any of the work contemplated under this Contract without obtaining prior written approval of OSPI. NWESD 189 is responsible to ensure that all terms, conditions, assurances and certifications set forth in this Agreement are included in any and all subcontracts. In no event shall the existence of the subcontract operate to release or reduce liability of NWESD 189 to OSPI for any breach in the performance of NWESD 189 duties. This clause does not include contracts of employment between NWESD 189 and personnel assigned to work under this Agreement.

If, at any time during the progress of the work, OSPI determines in its sole judgment that any subcontractor is incompetent, OSPI shall notify NWESD 189, and NWESD 189 shall take immediate steps to terminate the subcontractor's involvement in the work. The rejection or approval by OSPI of any subcontractor or the termination of a subcontractor shall not relieve NWESD 189 of any of its responsibilities under the Agreement, nor be the basis for additional charges to OSPI.

TERMINATION

Either party may terminate this Agreement upon thirty (30) calendar days' prior written notification to the other party. If this Agreement is so terminated, the parties shall be liable only for performance rendered or costs incurred in accordance with the terms of this Agreement prior to the effective date of termination.

TERMINATION DUE TO FUNDING LIMITATIONS OR CONTRACT RENEGOTIATION, SUSPENSION

In the event funding from state, federal, or other sources is withdrawn, reduced, or limited in any way after the effective date of this Agreement and prior to normal completion of this Agreement, with the notice specified below and without liability for damages:

a. At OSPI's discretion, OSPI may give written notice of intent to renegotiate the Agreement under the revised funding conditions.

Docusign Envelope ID: 13CB78CE-692E-8D51-80EA-08BAF568E13F

b. At OSPI's discretion, OSPI may give written notice to NWESD 189 to suspend performance when OSPI determines there is reasonable likelihood that the funding insufficiency may be resolved in a timeframe that would allow NWESD 189's performance to be resumed.

    1) During the period of suspension of performance, each party will inform the other of any conditions that may reasonably affect the potential for resumption of performance.

    2) When OSPI determines that the funding insufficiency is resolved, it will give NWESD 189 written notice to resume performance, and NWESD 189 shall resume performance.

    3) Upon the receipt of notice under b. (2), if NWESD 189 is unable to resume performance of this Agreement or if NWESD 189's proposed resumption date is not acceptable to OSPI and an acceptable date cannot be negotiated, OSPI may terminate the Agreement by giving written notice to NWESD 189. The parties agree that the Agreement will be terminated retroactive to the date of the notice of suspension. OSPI shall be liable only for payment in accordance with the terms of this Agreement for services rendered prior to the retroactive date of termination.

c. OSPI may immediately terminate this Agreement by providing written notice to NWESD 189. The termination shall be effective on the date specified in the termination notice. OSPI shall be liable only for payment in accordance with the terms of this Agreement for services rendered prior to the effective date of termination. No penalty shall accrue to OSPI in the event the termination option in this section is exercised.

d. For purposes of this section, "written notice" may include email.

TERMINATION FOR CAUSE

If for any cause, either party does not fulfill in a timely and proper manner its obligations under this Agreement, or if either party violates any of these terms and conditions, the aggrieved party will give the other party written notice of such failure or violation. The responsible party will be given the opportunity to correct the violation or failure within fifteen (15) working days. If failure or violation is not corrected, this Agreement may be terminated immediately by written notice of the aggrieved party to the other.

TERMINATION PROCEDURE

Upon termination of this Agreement, OSPI, in addition to other rights provided in this Agreement, may require NWESD 189 to deliver to OSPI any property specifically produced or acquired for the performance of such part of this Agreement as has been terminated.

OSPI shall pay to NWESD 189 the agreed upon price, if separately stated, for completed work and services accepted by OSPI and the amount agreed upon by NWESD 189 and OSPI for (a) completed work and services for which no separate price is stated, (b) partially completed work and services, (c) other property or services which are accepted by OSPI, and (d) the protection and preservation of the property, unless the termination is for cause, in which case OSPI shall determine the extent of the liability. Failure to agree with such determination shall be a dispute within the meaning of the "Disputes" clause for this Agreement. OSPI may withhold from any

Docusign Envelope ID: 13CB78CE-692E-8D51-80EA-08BAF568E13F

amounts due to NWESD 189 such sum as OSPI determines to be necessary to protect OSPI against potential loss or liability.

The rights and remedies of OSPI provided in this section shall not be exclusive and are in addition to any other rights and remedies provided by law under this Agreement.

After receipt of a notice of termination, and except as otherwise directed by OSPI, NWESD 189 shall:

a. Stop work under this Agreement on the date and to the extent specified, in the notice;

b. Place no further orders or subcontractors for materials, services or facilities except as may be necessary for completion of such portion of the work under the Agreement that is not terminated;

c. Assign to OSPI, in the manner, at the times, and to the extent directed by OSPI, all rights, title, and interest of NWESD 189 under the orders and subcontracts in which case OSPI has the right, at its discretion, to settle or pay any or all claims arising out of the termination of such orders and subcontracts;

d. Settle all outstanding liabilities and all claims arising out of such termination of orders and subcontracts, with the approval or ratification of OSPI to the extent OSPI may require, which approval or ratification shall be final for all the purposes of this clause;

e. Transfer title to OSPI and deliver, in the manner, at the times and to the extent as directed by OSPI, any property which, if the Agreement had been completed, would have been required to be furnished to OSPI;

f. Complete performance of such part of the work not terminated by OSPI; and

g. Take such action as may be necessary, or as OSPI may direct, for the protection and preservation of the property related to this Agreement which, in is in the possession of NWESD 189 and in which OSPI has or may acquire an interest.

WAIVER

A failure by either party to exercise its rights under this Agreement shall not preclude that party from subsequent exercise of such rights and shall not constitute a waiver of any other rights under this Agreement unless stated to be such in a writing signed by an authorized representative of the party and attached to the original Agreement.

Docusign Envelope ID: 13CB78CE-692E-8D51-80EA-08BAF568E13F

ALL WRITINGS CONTAINED HEREIN

This Agreement contains all the terms and conditions agreed upon by the parties. No other understandings, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or to bind any of the parties hereto.

IN WITNESS WHEREOF, the parties have executed this Agreement.

Northwest Educational Service District 189

Signed by:
Ismael Vivanco
0EF3F61D5CAE402...
Signature

Ismael Vivanco
Printed Name

Title

8/19/2026
Date

Who certifies that he/she is the Contractor identified herein, OR a person duly qualified and authorized to bind the Contractor so identified to the foregoing Agreement.

DS

Lisa Matthews

8/18/2026

Superintendent of Public Instruction
State of Washington

DocuSigned by:
8A902A25B09A4C5...
Kyla L. Moore, Contracts Administrator

8/19/2026
Date

Approved as to FORM ONLY
by the Assistant Attorney General

Docusign Envelope ID: 13CB78CE-692E-8D51-80EA-08BAF568E13F

Attachment A
Federal Grant Terms and Conditions

PROHIBITION OF TEXT MESSAGING AND EMAILING WHILE DRIVING DURING OFFICIAL FEDERAL GRANT BUSINESS

Federal grant recipients, sub recipients and their grant personnel are prohibited from text messaging while driving a government owned vehicle, or while driving their own privately owned vehicle during official grant business, or from using government supplied electronic equipment to text message or email when driving.

Recipients must comply with these conditions under Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving," October 1, 2009.

MEMORANDUM to ED GRANTEES REGARDING THE USE OF GRANT FUNDS FOR CONFERENCES AND MEETINGS

You are receiving this memorandum to remind you that grantees must take into account the following factors when considering the use of grant funds for conferences and meetings:

- Before deciding to use grant funds to attend or host a meeting or conference, a grantee should:
    - Ensure that attending or hosting a conference or meeting is consistent with its approved application and is reasonable and necessary to achieve the goals and objectives of the grant;
    - Ensure that the primary purpose of the meeting or conference is to disseminate technical information, (e.g., provide information on specific programmatic requirements, best practices in a particular field, or theoretical, empirical, or methodological advances made in a particular field; conduct training or professional development; plan/coordinate the work being done under the grant); and
    - Consider whether there are more effective or efficient alternatives that can accomplish the desired results at a lower cost, for example, using webinars or video conferencing.
- Grantees must follow all applicable statutory and regulatory requirements in determining whether costs are reasonable and necessary, especially the Cost Principles for Federal grants set out at 2 CFR Part 200 Subpart E of the, "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards." In particular, remember that:
    - Federal grant funds cannot be used to pay for alcoholic beverages; and
    - Federal grant funds cannot be used to pay for entertainment, which includes costs for amusement, diversion, and social activities.
- Grant funds may be used to pay for the costs of attending a conference. Specifically, Federal grant funds may be used to pay for conference fees and travel expenses (transportation, per diem, and lodging) of grantee employees, consultants, or experts to attend a conference or meeting if those expenses are reasonable and necessary to achieve the purposes of the grant.
    - When planning to use grant funds for attending a meeting or conference, grantees should consider how many people should attend the meeting or

Docusign Envelope ID: 13CB78CE-692E-8D51-80EA-08BAF568E13F

conference on their behalf. The number of attendees should be reasonable and necessary to accomplish the goals and objectives of the grant.

- A grantee hosting a meeting or conference may not use grant funds to pay for food for conference attendees unless doing so is necessary to accomplish legitimate meeting or conference business.
    - A working lunch is an example of a cost for food that might be allowable under a Federal grant if attendance at the lunch is needed to ensure the full participation by conference attendees in essential discussions and speeches concerning the purpose of the conference and to achieve the goals and objectives of the project.
- A meeting or conference hosted by a grantee and charged to a Department grant must not be promoted as a U.S. Department of Education conference. This means that the seal of the U.S. Department of Education must not be used on conference materials or signage without Department approval.
    - All meeting or conference materials paid for with grant funds must include appropriate disclaimers, such as the following:
      The contents of this (insert type of publication; e.g., book, report, film) were developed under a grant from the Department of Education. However, those contents do not necessarily represent the policy of the Department of Education, and you should not assume endorsement by the Federal Government.
- Grantees are strongly encouraged to contact their project officer with any questions or concerns about whether using grant funds for a meeting or conference is allowable prior to committing grant funds for such purposes.
    - A short conversation could help avoid a costly and embarrassing mistake.
- Grantees are responsible for the proper use of their grant awards and may have to repay funds to the Department if they violate the rules on the use of grant funds, including the rules for meeting and conference-related expenses.

Docusign Envelope ID: 13CB78CE-692E-8D51-80EA-08BAF568E13F

Attachment A
Scope of Work and Budget
Migrant Education Program: Northwest Educational Service District 189 (NWESD 189)
September 1, 2026 – August 31, 2027

Note that the line-item amounts may vary based on agreement needs, but only within the maximum consideration of this Agreement. The identified deliverables are subject to change in response to federal funding and program priorities.

Office of Superintendent of Public Instruction (OSPI)/ Educational Service District (ESD) Collaborative Goals:

For the purposes of promoting equitable opportunities for Washington migratory students, we jointly recognize and resolve that it is our shared responsibility to help each student in the MEP achieve at their highest level through programs, policies, practices, and procedures that promote the tenets of Diversity, Equity, and Inclusion. The following **Collaborative Goals** are intended to promote these outcomes, and to mitigate those systemic barriers that might hinder student success.

A. Clear alignment between Service Delivery Plan (SDP), Grant, ESD Scope of Work, and reporting requirements.
B. Closing the opportunity gap for migratory students in English Language Arts (ELA), Mathematics and Science and Kindergarten Readiness.
C. Graduation support for migratory students (e.g., grade promotion, drop-out prevention, drop-out student retrieval, credit retrieval, Migrant Graduation Specialist (MGS)/Migrant Student Advocate (MSA)/School counselor support) and transition of secondary school students to post-secondary education or employment.
D. Support LEAs in developing sustainable Parent Advisory Councils.
E. In alignment with SDP Strategies and Measurable Program Outcomes, coordinate professional learning opportunities with OSPI programs and ESD initiatives.
F. Support non-academic activities such as Health, Out of School Youth (OSY), Teacher and District Advocacy, and outreach on behalf of migratory students.
G. Support OSPI in efforts to communicate benefits of MEP to non-project districts.

IDENTIFIED PRIORITIES – Washington State Service Delivery Plan:

Priority 1 – Academics: Close the opportunity gap for migratory students in English Language Arts (ELA), Mathematics, and Science by providing supplemental services during the regular and summer program periods.

Priority 2 – Preschool Kindergarten Readiness: Close the school readiness opportunity gap for migratory children ages 3-5 by increasing the number of migratory children participating in program-funded services.

Priority 3 – Graduation: Increase the number of migratory students receiving high quality, targeted support to increase graduation rates, dropout recovery, and services for Out of School Youth (OSY), including access to alternative learning environments.

Priority 4 – Eliminate Educational Barriers through Support Services: Increase access to Migrant Program funded support services; and increase the number of resolved Medically Diagnosed Alerts (MDAs).

H. Support the expansion of Early Childhood Programming models for migratory students. Expand Family engagement activities with focus on: school readiness, ELA, and Math. I. Identify innovative program models and interventions that have demonstrated improved student academic outcomes for project and non-project LEAs. J. Cross collaboration with Migrant Student Data, Reporting, and Support (MSDRS) to identify reports and data to assist districts with the planning, implementation, and evaluation of local programs K. Cross collaboration with OSPI Learning and Teaching, Secondary Education, and Career and Technical Education Teams. L. Cross collaboration with OSPI Transitional Bilingual Instructional Program (TBIP) and Title III programs to ensure access to English Language development programs for migratory students	

Activity	Deliverables	As Seen By:	Budget Amount
#1 **MEP Program Coordination and Regional Communication** ***Title I Part C Sec. 1301(5) Sec. 1306*** List all staff as applicable and % of time dedicated to this activity. ● Program Manager: 30% ● Support Specialist:35% ● Migrant Family Engagement & Early Learning Coordinator: 85% ● Academic Coordinator:15 % ● Migrant Student Engagement & Graduation Coordinator: 15%	**1. Statewide Collaboration and Coordination** With project and non-project districts, identify best practices program models and interventions that have demonstrated successful student academic outcomes and develop implementation plan. **2. Migrant Data Analysis** Using data provided by OSPI and the Migrant Student Information System (MSIS), each ESD conducts regular internal meetings to use and analyze student data, including the following OSPI/MSIS analytics: graduation, absenteeism, discipline, health, out of school youth, and remediation rates; WIDA and Smarter Balanced ELA and Math scores; WaKIDS data; District Level data. Upon analysis of data and based on results, communicate findings to districts and identify specific technical assistance opportunities.	Showcase at least one best practice program model in each of the following categories: academics, parent engagement, and student engagement by the end of the performance period. Provide a summary of data analysis results leading to on-site training and technical assistance for project and outreach to non-project LEAs by October 16, 2026 Provide samples of convening agendas that include the planning, implementation, and evaluation components of the program by December 11, 2026.	$309,392

Docusign Envelope ID: 13CB78CE-692E-8D51-80EA-08BAF568E13F

Activity	Deliverables	As Seen By:	Budget Amount
	In support of LEAs under program or school improvement, participate in the analysis to identify needed support for migratory students enrolled in targeted and priority schools under improvement to ensure access to services that address the identified needs of migratory students through Multi-Tiered Systems of Support or other coordinated services. Work with OSPI to identify additional data needs throughout the year. **3. Customized ESD Networks** Coordinate regional network meetings between ESDs and district personnel to determine specific types of technical assistance needed and if resources are available from other ESD Migrant Program offices. Based on data, information development and implementation of new program models and professional learning options for school districts whose migratory students are not meeting standard on state assessments or who show disproportionality on OSPI/MSIS data analytics. Coordinate with OSPI MEP on delivery mechanisms for these respective regional professional learning/technical assistance offerings. **4. Reporting** ● Report data and activities to Migrant Student Information System (MSIS) Database. ● Ensure all ESD-sponsored district professional learning activities are reported to Migrant Student Information System through MSDRS. ● Coordinate with ESD/District staff to provide access to professional learning opportunities and reporting requirements with MSIS database, MSDRS reports, and OSPI professional learning. ● Submit report summary with monthly invoice. ● Participate in bi-annual Scope of Work check-ins. ● By October 10, 2026, complete projected annual activity in shared calendar.	Participate in no more than three LEA meetings focused on addressing the academic needs of migratory students by non-MEP funds and reporting results of meetings by May 14, 2027. Access to instructions for MEP grant application and EGMS instructions by September 4, 2026.	

Docusign Envelope ID: 13CB78CE-692E-8D51-80EA-08BAF568E13F

Activity	Deliverables	As Seen By:	Budget Amount
	5. Technical Assistance, Grant Planning, and Application Support • Provide technical assistance to districts on grant applications based on data results. **6. Contingent Upon Funding Summer School, Intersession and Summer Academy Programs** • Provide technical assistance and professional learning to districts in identifying and planning supplemental services for migratory students including planning summer school and intersession programs to provide ELA, math, and/or science support. • For project and non-project districts, the ESD migratory student engagement staff shall support recruitment and coordination with district's migrant graduation specialist, student advocate or other designated staff, and parents to increase student access and participation in summer school and intersession programs, Dare to Dream Academies, Voices from the Field Academies, and Middle School Leadership Camp. **7. Language Development, Language Acquisition** • Provide technical assistance to schools to develop and implement content support in appropriate settings including before/after school, lunch, intercession, and summer programs focused on enhancing the areas of comprehension and academic vocabulary development. • Facilitate access to Title III and TBIP programs' professional learning that address the academic content	Individual reporting in ESD monthly reporting tool of LEAs regarding completing grant application forms (regular and summer) from September 1, 2026, to August 31, 2027. Ensure monthly reports in on-line tool include names of LEAs provided professional learning, including priority LEAs (September 1, 2026 – August 31, 2027). Host at least two summer school planning sessions by May 30, 2027. Attend OSPI sponsored summer application and program planning work session. Submit to OSPI a sample communication to LEA's regarding summer academies by April 30, 2027. Attendance at informational meetings hosted by OSPI by May 31, 2027. ESD Reporting tool listing LEAs provided TA.	

Docusign Envelope ID: 13CB78CE-692E-8D51-80EA-08BAF568E13F

Activity	Deliverables	As Seen By:	Budget Amount
	language needs of highly mobile migratory students as measured by state assessments (e.g., WIDA, Smarter Balanced). • Support district access to coordinated services so that English learner migratory students are receiving language development services through the State Transitional Bilingual Instructional Program, Title III (extended day, summer, or intersession programming), or other applicable resources. **8. Advocacy/Outreach** ***State Migrant Education Conference-all direct service MEP funded ESD staff are to attend.*** ● Preparation, Attendance and Presentations. Preparation, attendance, and presentations, including a minimum of one representative participating in the planning committee, recruitment efforts, conducting session presentations, exhibit table support, and onsite conference tasks and activities as requested by OSPI. ***National Migrant Education Conference*** ● Attendance and Presentations. Each ESD shall coordinate with OSPI on presentation proposals and number of staff to attend/participate. ***State Advisory Committee*** ● ESD Migrant Education Program staff will attend, participate, and conduct a presentation at a minimum of one (1) State Advisory Committee (SAC) meeting per year, closest to their respective region. See tentative schedule below. ● Assist in the recruitment, nomination, and participation of parent and student representatives for the State Advisory Committee (SAC) to ensure migratory family and youth voices are represented in statewide Migrant Education Program planning and decision-making including assisting with coordinating transportation needs representatives may have to attend meetings.	Submit the name of the representative by December 10, 2026, to the state conference coordinator. Submitted nominations to OSPI SAC program specialist.	

Docusign Envelope ID: 13CB78CE-692E-8D51-80EA-08BAF568E13F

<table>
<tr><th>Activity</th><th>Deliverables</th><th>As Seen By:</th><th>Budget Amount</th></tr>
<tr>
<td></td>
<td>
<table>
<tr><td colspan="2">State Advisory Committee
Calendar for School Year 2026-2027
Note: Dates to be Confirmed w/SAC in Fall meeting scheduled in October 2026</td></tr>
<tr><td>October 9-10, 2026</td><td>Yakima, ESD 105</td></tr>
<tr><td>January 15-16, 2027</td><td>Zoom (tentative) ESD 189</td></tr>
<tr><td>March 12-13, 2027</td><td>Sunnyside/Zoom (tentative), ESD 123</td></tr>
<tr><td>April 16-17, 2027</td><td>Wenatchee, (tentative), NCESD 171</td></tr>
</table>

Parent Advisory Council

Using the ESD Parent Advisory Council (PAC) Rubric, identify and prioritize at a minimum three (3) school districts to work alongside throughout the school year to provide technical assistance (TA) and professional development (PD) to assist in establishing a firm foundation for the Core PAC and General PAC. Maintain the developed worksheet to track progress.
Using the Parent Advisory Council Training Guide, embedded with the Family Continuum and Family Engagement Framework, provide LEA PAC officer and FPD/PAC Coordinator training and technical assistance on an annual basis. Create a series of PAC training for new LEAs or new program directors.
Host three regional Core PAC workshops throughout the year to assist and provide TA to LEAs in the consultation of migrant parents in local planning, implementation, and evaluation of program. Follow-up with districts who do not attend to provide encouragement and TA as needed.
Develop and provide training materials and guide for LEAs to use so they may present to migratory parents regarding academic pathways for migratory students (Grades 7-12). Include what is required at each grade level for graduation, financial aid and opportunities to sign up for state and federal programs to prepare students for graduation and beyond.
Assist LEAs in developing and implementing plans for a family literacy series in mathematics, English language arts, and/or Kindergarten readiness.

</td>
<td>By October 10, 2026, identify and prioritize at least three school districts to support during the 2026–2027 school year.

Provide targeted TA and PD focused on Core and General PAC development and maintain a tracking worksheet updated monthly to monitor progress.

Host at least three regional Core PAC workshops by June 11, 2027, to support LEAs with migrant parent consultation in program planning, implementation, and evaluation. Conduct follow-up with 100% of non-attending districts within two weeks to offer TA and encourage participation.</td>
<td></td>
</tr>
</table>

Docusign Envelope ID: 13CB78CE-692E-8D51-80EA-08BAF568E13F

Activity	Deliverables	As Seen By:	Budget Amount
	Federal Program Directors' Meetings and Support ● Participate in and/or host regional FPD meetings, Convenings, or Grants Managers Meetings to provide support to new and veteran staff implementing a local program specific to Migrant Education and coordination of services with other programs. ● Provide ongoing support to new FPDs (less than three (3) years in program) to ensure they are developing capacity to implement effectively a sustainable local program. OSPI will provide a list of new FPDs. ***Migrant Graduation Specialists and Migrant Student Advocates*** ● Provide training and technical assistance to Migrant Graduation Specialists (MGS) and Migrant Student Advocates (MSA) to ensure positions align to state developed job descriptions and the MGS and MSA Guide. ● Use the rubric developed during 2025-2026 to denote the roles of MGS and MSA to provide clarification on the depth of responsibility for each position by grade spans. ● Provide training and technical assistance on the process for creating student lists (MSA) and caseloads (MGS), including Priority for Services students. ● Provide training to MGS and MSAs on reporting services in MSIS and analyzing reports to meet program outcomes. ● Work with LEAs selected by OSPI to follow-up on student participation in state sponsored summer events to provide guidance on the recruitment and registration process. ● Conduct follow-up with LEAs whose students participated in state sponsored activities to ensure accurate credit accrual is noted.	Scheduled FPD or Coordinator meetings, sample agendas, and sign-in sheets (noting staff with less than three-years managing MEP) submitted as part of bi-annual Scope of Work check-in. All new MGS or MSA staff are trained within one month of hiring or the start of school year and no later than November 13, 2026, and reported in ESD Reporting Tool. Confirm with OSPI's student events program supervisor that participating students transferred credit has been received by the LEA and applied to student's records.	
#2 **MEP Program Design and Development** ***Title I Part C Sec. 1301(5) Sec. 1306***	**9. <u>State Service Delivery Plan (SDP) and Evaluation</u>** Identify and develop service approaches LEAs may implement in alignment with the identified SDP program outcomes and evaluation.	Develop at least three service approaches to be implemented by LEAs to address the academic or support needs of migratory students in alignment with most recent SDP.	$17,680

Docusign Envelope ID: 13CB78CE-692E-8D51-80EA-08BAF568E13F

Activity	Deliverables	As Seen By:	Budget Amount
List all staff as applicable and % of time dedicated to this activity. ● Program Manager: 10% ● Support Specialist:10%	**10. Non-project Districts** Identify the needs of migratory students who are not participating in academic or support services in state MEP. Provide outreach and information to those districts about the state MEP resources available to support their identified need and how local resources could be used to serve migratory students.	Identify at least three(3) non-project LEAs to be supported during the program period by October 16, 2026.	
#3 **Professional Learning and Technical Assistance** ***Title I Part C Sec. 1301(5) Sec. 1306*** List all staff as applicable and % of time dedicated to this activity. ● Program Manager:20 % ● Support Specialist:15% ● Migrant Family Engagement & Early Learning Coordinator: 15% ● Migrant Student Engagement & Graduation Coordinator: 65%	**11. Needs Assessment/Understanding Migratory Lifestyle** Work with both project and non-project migrant districts to determine migratory student needs and assist districts in the identification and access to other programs and resources for which migratory students are eligible. Conduct *Migrant Education 101* training for new districts and ESD personnel assigned to Migrant Education Programs. Update Migrant 101 training modules to incorporate the diverse migratory student populations in Washington State, including indigenous students such as Native American or Mexico, South American countries. Conduct ongoing, as needed, *Migrant Education 101 and 201* training for districts in each respective region. **12. School Readiness Program Models** Support efforts to identify eligible migratory preschool students ages 3-5 who are not served by a local early learning program or other organization such as Inspire, ECEAP. Work with the local educational agency or local preschool program(s) to identify and recommend effective supplemental program models, funding sources, collaborations, and implementation processes by region to support early childhood programming for migratory children.	ESD Reporting Tool. Provide summary of regional office efforts at bi-annual scope of work check-in.	$203,314

Docusign Envelope ID: 13CB78CE-692E-8D51-80EA-08BAF568E13F

Activity	Deliverables	As Seen By:	Budget Amount
	Provide ongoing training and technical assistance on Early Learning Migrant Ed. 101 modules. In coordination with other ESDs and experts in the field, continue to develop and implement home visit procedures aligned to early learning guidelines, http://www.dcyf.wa.gov/sites/default/files/pdf/guidelines.pdf, to provide supplemental assistance to migratory parents with early numeracy and literacy strategies. In alignment with Memorandum of Understanding (MOU), as signed by all ESD's with Inspire, collaborate with Inspire Centers that have at least a 50% migratory early learning population and appropriate regional entities to support family engagement activities targeted to pre-school aged children. Strategies may include instructional support for early literacy and early math, funds of knowledge, school readiness strategies, jumpstart models, and collaboration with other agencies, community resources and referral networks. **13. Graduation** Provide training, technical assistance and professional learning communities (PLCs) to Migrant Graduation Specialists (MGS), Migrant Student Advocates (MSA), or School Counselors and other MEP funded staff focused on supporting high school graduation goals. These capacity building opportunities shall take into consideration the following: the most recent high school graduation requirements by the state, initiatives and services for migratory youth that support high school completion and pursuit of post-secondary pathways/opportunities. access to the online High School and Beyond Plan (HSBP) platform, wrap-around services, referrals to health and behavioral resources, credit retrieval options, dropout recovery, and student credit accrual and leadership opportunities such as Dare to Dream (DTD) and Voices from the Field (VFF). Conduct coordinated training with other offices and organizations to provide technical assistance to support districts in conducting parental information sessions to ensure that migratory students and their parents understand the High School and Beyond Plan, assessments, the high school transcript, and graduation	ESD Reporting Tool Using the shared calendar, establish a schedule for regular meetings of student engagement staff and OSPI's Student Events Program Supervisor focused on identifying established training materials and setting a training schedule for the school year, including summer. Set meetings should be scheduled by October 10, 2026 Using the shared calendar, schedule and conduct at least two training opportunities for	

Docusign Envelope ID: 13CB78CE-692E-8D51-80EA-08BAF568E13F

Activity	Deliverables	As Seen By:	Budget Amount
	requirements. Work with local school districts to identify and/or coordinate the training needed for graduation specialists, advocates, and school counselors about post-secondary education opportunities including financial aid, scholarships, and other grant applications. Use MSIS Graduation Report on the percentage of migratory students enrolled in AP, IB and gifted courses by region to communicate with parents, district leadership, and guidance counselors to increase migratory student access to high quality academic offerings, credit accrual options, and supports. Conduct referrals to appropriate offices and existing state resources to school counselors and other staff regarding analyzing and interpreting an international student transcript for transferable credit, optional graduation pathways for migratory students enrolled in their schools, assessment waivers, credit waivers, and awarding and receiving partial credit. **14. OSPI, ESD, and MSDRS Meetings and Collaboration** With OSPI staff, create and attend designated scheduled OSPI, ESD, and MSDRS meetings to address the logistical and operational aspects of Title I Part C Migrant Education requirements that align with the MEP State Service Delivery Plan. **All travel for meetings should be in alignment with travel guide (Attachment D)**	MGS and MSA staff regarding one or more of the training topics identified in this section by May 14, 2027. Using the shared calendar, schedule and conduct at least two (2)work sessions with LEAs to build parent training from the topics noted in this section and requested by parents of eligible migratory students by May 14, 2027. Using shared calendar, establish a calendar schedule for each OSPI partner position, at least two annual meetings, and bi-monthly director meetings. Scheduled dates should be set by October 16, 2026.	
#4Professional Learning: Academic ***Title I Part C Sec. 1301(5) Sec. 1306*** List all staff as applicable and % of time dedicated to this activity. ● Program Manager: 10 % ● Support Specialist:20% ● Academic Coordinator: 55%	Using best practices for professional development, ensure professional learning activities are engaging, aligned to State Service Delivery Plan's program outcomes, and are evaluated. All sign-in sheets, program agenda, presentations and other materials should be maintained by the ESD Migrant Program. **15. OSPI Teaching and Learning teams/ ESD Content Coordinators Collaboration**	By October 30, 2026, review final listing of academic areas to be addressed during the program period based on data analysis of academic needs of migratory students.	$150,277

Docusign Envelope ID: 13CB78CE-692E-8D51-80EA-08BAF568E13F

Activity	Deliverables	As Seen By:	Budget Amount
	In coordination with OSPI, update the identified academic areas to be developed and/or delivered to LEAs in the areas of math, ELA, and science aligned to the State Service Delivery Plan and the Parent Empowerment Consortium goals. **16. Professional Learning for District leadership, school teaching staff (certificated and paraprofessional) and parent/family in ELA, Math, Science** Provide professional learning based on the identified content areas as noted under #15 to address migratory student opportunity gaps specific to meeting the needs and understanding the migratory lifestyle. Use the template created in 2025-2026 for LEA to develop a communication plan regarding the services and support provided to eligible migratory students to the general audience. Plan should include: ● Services to be provided by MEP ● Listing of staff and their role ● Contact Information ● Supplement vs. Supplant ● WACs/Policies ● Strategies for how services to be coordinated	By October 30, 2026, provide a listing of scheduled professional development opportunities in the identified content areas with updates to be provided on a quarterly basis, January 15, 2027, April 16, 2027, and June 18, 2027 (targeting summer programs)	
#5a **Non-Academic Initiatives/School District Support** **Title I Part C Sec. 1301(5) Sec. 1306** List all staff as applicable and % of time dedicated to this activity. ● Program Manager: 10 %	**5A Health** **OSPI / ESD Health Coordinator Bi-Weekly Meeting** ● Establish bi-weekly meeting protocols to include meeting agendas, notes, and a quarterly summary report to be shared with OSPI and ESD Directors of the activities and services conducted in alignment with the State Service Delivery Plan.	Using the shared calendar, establish a bi-weekly meeting schedule for program period 2026-27. Completed protocols on file with OSPI's Health/OSY Associate Director that include selected team members to develop agendas, create meeting notes, and establish a process to complete and submit quarterly reports to OSPI and ESD directors. Protocol to be	$88,398

Docusign Envelope ID: 13CB78CE-692E-8D51-80EA-08BAF568E13F

Activity	Deliverables	As Seen By:	Budget Amount
• Support Specialist:10% • Academic Coordinator:30%	**5A-1 Increase Access to Non-Academic Supplemental Health and Social Services** • Establish a process to analyze the health and social service needs of migratory students, in particular Priority for Service and Needs Migratory students (project and non-project). • Identify LEAs to help coordinate existing state and federal services available to migratory students with a focus on Needs and Priority for Service Migratory students. • Host three regional workshops throughout the year, virtually or in-person, to provide school districts, including project and non-project, training and technical assistance on how to identify health and social needs and supplementally serve or support migratory students' health and social needs in a braided fashion utilizing MEP funds, and time and effort, including consultation of migrant parents in local planning, implementation of MEP Nurse Case Management/ MEP Mental Health Therapist/Professional positions, and evaluation of their program on an annual basis. Follow-up with districts who do not attend to provide encouragement and TA as needed. • Proactively identify migratory students in non-project districts who need supplemental support services, and in collaboration facilitate services. Provide outreach and information to those districts about the benefits of state MEP and encourage applying.	completed by October 9, 2026. Quarterly Report to be submitted by December 10, 2026, March 10, 2027, and June 10, 2027. Completed process to analyze the health and social service needs of migratory students for all students within the ESD boundaries submitted to OSPI's Health/OSY Associate Director by November 6, 2026. Submitted list of LEAs by ESD identified for coordinated assistance of existing state and federal services. Due to Associate Director by November 6, 2026. Using shared calendar, note the dates of the three regional workshops focused on identifying the health and social needs of migratory students. Created training and presentation tools regarding supplemental health and social services available to migratory students submitted to Health/OSY Associate Directory throughout the program period 2026-2027.	

Docusign Envelope ID: 13CB78CE-692E-8D51-80EA-08BAF568E13F

Activity	Deliverables	As Seen By:	Budget Amount
		ESD Reporting listing the non-project LEAs where migratory students were provided with supplemental support services and/or where information was provided to LEAs.	
	5A-2 Identify and Treat Unresolved Health Problems ● Provide technical assistance to schools to develop and implement strategies for the identification and treatment of health conditions previously unidentified or unresolved that may impede a migratory student's academic engagement in collaboration with LEAs and community organizations. ● Work collaboratively with other Migrant Education Program ESD partners to develop and provide training materials, resources, and guides for LEAs that MEP staff may utilize to present to migratory parents regarding accessing existing state or federal, or supplemental MEP supports and services for migratory students. In-person professional development and technical assistance must not supplant existing resources, training, or presentation already available through existing community, state, or federal organizations. Include what is required to sign up for state and federal programs to facilitate access for students and families. NOTE: training and technical assistance materials should include MEP terms, definitions, use of funds, supplement vs supplant, and examples of MEP implemented programs. Surveys and evaluations should identify gaps in MEP knowledge as it pertains to implementing a local MEP program to assist the ESD in follow-up or additional training that may be needed. ● Facilitate quarterly meetings and communication between school MEP staff, Nurse Case Managers, Migrant Mental Health therapist and other district personnel e.g., counselors or identified district staff handling referrals to Migrant Nurses/ Therapists) to ensure an integrated support system for eligible migratory students.	Review of reported technical assistance activities conducted by regional staff. List of training materials, resources, or guides to be developed or updated with timeline when materials will be completed – October 16, 2026 Submitted bi-weekly meeting notes and quarterly summary report. Schedule of trainings to be conducted posted in shared calendar by October 16, 2026. Scheduled quarterly meetings noted on shared calendar. Due October 9, 2026.	
	5A-3 Improve School Engagement ● Conduct data analysis and provide professional development sessions specific to identifying migratory student health and	Listing of the six(6) LEAs (three(3) project and three non-project) submitted to the	

Docusign Envelope ID: 13CB78CE-692E-8D51-80EA-08BAF568E13F

Activity	Deliverables	As Seen By:	Budget Amount
	social needs, strategies to help navigate potential sensitivities around migratory issues, and leveraging the resources that exist to support them. ● Using the MSIS health and service data, identify and prioritize at a minimum three (3) project and three (3) non-project school districts who do not have supplemental MEP Nurse Case Management or Mental Health Therapist supports and services to work alongside throughout the school year to provide TA and PD to assist in establishing a firm foundation for the use of MEP funds, establishing best practices for providing supplemental health services with MEP funds, analyzing reports, demonstrating proficiency in MSIS reporting, and developing a comprehensive health and social service resource list. Maintain the developed worksheet to track progress. ● Host a workshop and conduct subsequent follow-up, virtually and in-person, to provide all MEP staff and non-MEP student support staff supporting health student needs in all project school districts with the aim to: ○ Help introduce MEP staff and district student support staff, roles, responsibilities, review WACs & local policies and procedures pertaining to health and mental health, resources. ○ Identify specific health and social emotional needs of migratory students and identify opportunities for supplemental supports and services by MEP. ○ Develop or identify a referral process where MEP staff and district student support staff can help facilitate access to basic educational student support services. ○ Plan for a follow-up evaluation on the efficacy of the process identified or developed and where it may be improved later throughout the academic year to ensure continuity. Follow-up with districts who do not attend to provide encouragement and TA as needed. ***Migrant Nurse Case Managers and Migrant Mental Health Therapist/ Professionals Support***	Associate Director to be provided ongoing training and technical assistance with a scheduled plan on how often ESD staff will meet with selected LEAs. Due November 6, 2026. Workshop date noted in shared calendar. Establish and submit a subsequent follow-up plan to the Associate Director on supporting the health needs of migratory students with a focus on the listed aims noted in this section. Submit by November 6, 2026. Submit to Associate Director listings of proposed training and	

Docusign Envelope ID: 13CB78CE-692E-8D51-80EA-08BAF568E13F

Activity	Deliverables	As Seen By:	Budget Amount
	● Provide training and technical assistance to Migrant Nurse Case Managers and Migrant Mental Health Therapist/ Professionals to ensure positions funded through a separate contract agreement align to state developed job description and Migrant Health User Guides. ● Provide training and technical assistance on the process for developing a student caseload, including the identification of Needs and Priority for Service students. ● Provide training and technical assistance to Migrant Nurse Case Managers and Migrant Mental Health Therapist/ Professionals on reporting requirements in MSIS, conduct routine monitoring of data input, and analyzing reports to meet program outcomes. **5A-4 Administrative** • Fulfill reporting requirements, internal coordination and collaboration, and professional development opportunities. **5A-5 Medically Diagnosed Alerts** ● Work with LEAs (project and non-project) to provide guidance on how they may resolve a Medically Diagnosed Alert and report the results in the Migrant Student Information System (MSIS). ● As a part of the regional workshops referenced above throughout the year, virtually or in-person, provide school districts, including project and non-project, guidance on what is a Medically Diagnosed Alert (MDAs), why we collect these data elements, how to identify MDAs, where to report, and when to resolve in the Migrant Student Information System (MSIS). Follow-up with districts who do not attend to provide encouragement and TA as needed.	content of each training in alignment with Migrant Health User Guide by November 6, 2026. ESD Reporting tool. Listing of LEAs provided guidance in ESD Reporting tool.	
#5b Non-Academic Initiatives/School District Support ***Title I Part C Sec. 1301(5) Sec. 1306*** List all staff as applicable and % of time dedicated to this activity. ● Program Manager: 10 %	**5B Out of School Youth** **OSPI / ESD OSY Coordinator Bi-Weekly Meeting** ● Establish bi-weekly meeting protocols to include meeting agendas, notes, and a quarterly summary report to be shared with OSPI and ESD Directors of the activities and services conducted in alignment with the State Service Delivery Plan.	Using the shared calendar, establish a bi-weekly meeting schedule for program period 2026-27. Completed protocols on file with OSPI's Health/OSY Associate Director that include selected team members to develop agendas, create meeting notes, and an	$70,718

Docusign Envelope ID: 13CB78CE-692E-8D51-80EA-08BAF568E13F

Activity	Deliverables	As Seen By:	Budget Amount
• Support Specialist:10% • Migrant Student Engagement & Graduation Coordinator: 20 %		established process to complete and submit quarterly reports to OSPI and ESD directors. Protocol to be completed by October 9, 2026. Quarterly Reports to be submitted by December 10, 2026, March 10, 2027, and June 10, 2027.	
	5B-1 Increase identification, recruitment, and recovery of Out-of-School Youth • Using the MSIS OSY and service data, identify and prioritize at a minimum three (3) project and three (3) non-project school districts to work alongside throughout the school year to provide TA and PD to assist in establishing a firm foundation for the use of MEP funds, establishing best practices for supporting OSY with MEP funds, analyzing reports, demonstrating proficiency in MSIS reporting, and developing a comprehensive OSY service resource list. Maintain the developed worksheet to track progress. • Collaborate with LEAs, OSPI, and MSDRS to inform personnel about OSY, and identification and recruitment. • Develop and provide training materials and guide for LEAs to use so they may present to migratory parents regarding accessing existing state or federal, or supplemental MEP supports and services for migratory students. Include what is required to sign up for state and federal programs to facilitate access for students and families. NOTE: Technical assistance and training must cover MEP terms, definitions, use of funds, supplement vs supplant, and examples of MEP implemented programs; and identify gaps	By October 16, 2026, provide a listing to the Associate Director of the six LEAs with the number of OSY students enrolled in the district and the type of re-engagement efforts to be implemented. ESD Reporting tool. Listing of established training materials, schedule of planned trainings, and process to evaluate training results for comprehension and training improvements to be shared at bi-weekly meetings with associate director for OSY/Health.	

Docusign Envelope ID: 13CB78CE-692E-8D51-80EA-08BAF568E13F

Activity	Deliverables	As Seen By:	Budget Amount
	in MEP knowledge as it pertains to implementing a local MEP program. ● In collaboration with OSPI ID&R Specialist, proactively identify all migratory OSY students in non-project districts who need supplemental academic and non-academic services, conduct outreach, and in collaboration with non-project districts facilitate supplemental services. Provide outreach and information to those districts about the benefits of state MEP and encourage applying. ***Out of School Youth Specialists*** ● Provide training and technical assistance to Out of School Youth Specialists to ensure positions align to state developed job description and Migrant OSY User Guides. ● Provide training and technical assistance on the process for developing a student caseload, including the identification of Needs and Priority for Service students. ● Provide training to Out of School Youth Specialists on reporting requirements in MSIS and analyzing reports to meet program outcomes. **5B-2 Increase Access to Academic, Non-Academic, or Post-Secondary Educational Services to Out-of-School Youth (OSY)** Ensure OSY have access to academic or post-secondary educational services such as ESL classes, GED, High School Diploma, training referrals, and programs such as Open Doors or HEP. ● Host three regional workshops throughout the year, virtual or in-person, to provide school districts training and technical assistance on how to identify and supplementally serve or support migratory students' academic and non-academic needs in a braided fashion utilizing MEP funds, and time and effort, including consultation of migrant parents in local planning, implementation of Out of School Youth Specialists positions, and evaluation of their program on an annual basis. Follow-up with districts who do not attend to provide encouragement and TA as needed.	Update plan to work with OSPI ID&R specialist. Listing of resources to share with OSY students, and process to identify needs of OSY migratory students to be completed by November 13, 2026. As part of bi-weekly work with OSY/Health Associate Director, create a list of LEA OSY Youth Specialists and update training materials to be used with LEA OSY staff. Report training provided to LEAs working with OSY students in the ESD Reporting tool by May 14, 2027. Using the shared calendar, note the scheduled workshops. Submit a list of available training materials and evaluation process aligned to intent and purpose of training objectives by January 22, 2027.	

Docusign Envelope ID: 13CB78CE-692E-8D51-80EA-08BAF568E13F

Activity	Deliverables	As Seen By:	Budget Amount
	● Develop strategies to increase OSY engagement with supplemental academic and non-academic support and services to ensure continuity of care and ongoing support for all project districts. ● Work with OSY students and community organizations to identify barriers to their academic participation, including health and social emotional challenges and connect them to appropriate services that may include transportation, housing, food, and technology. **5B-3 Administrative** Fulfill reporting requirements, internal coordination and collaboration, and professional development opportunities.		
		TOTAL ALLOCATION	**$839,779**

Docusign Envelope ID: 13CB78CE-692E-8D51-80EA-08BAF568E13F

Graphics & Colors: OSPI Americans with Disabilities Act (ADA) Compliance

Many people with low vision do not see web pages the same as others. Some see only small portions of a computer display at one time. Others cannot see text or images that are too small. Still, others can only see website content if it appears in specific colors.

For these reasons, many people with low vision use specific color and font settings when they access the Internet.

For example, some people with low vision need to use high-contrast settings, such as bold white or yellow letters on a black background. Others need just the opposite – bold black text on a white or yellow background. And, many must use softer, more subtle color combinations.

Tips for Graphic Creation that is Accessible

- Provide good contrast. Be especially careful with light shades of gray, orange, and yellow.
- Use True Text whenever possible. You can see True Text (TT) next to the font selection in most programs.
- Avoid all caps. All caps can be difficult to read and can be read incorrectly by screen readers.
- Use adequate font size. The size can vary depending on the font chosen, but 10 point is usually the minimum.
- Make sure links are recognizable.
- Differentiate links in the body of the page with underline or bold. Links should clearly tell the user where the link will take them (no "click here" links).
- Don't convey content with color alone. Users often can't distinguish or may override page colors.

Resources for Web Accessibility

- Color code finder. Upload a photo to find the different color codes.
- Color contrast checker. Enter color codes to find out which foreground and background combination is accessible.

Accessible Color Guidance

The colors below are OSPI's main brand colors and associated codes. They are displayed with text and background color in ADA compliance.

OSPI's cream and charcoal colors should be used in designs instead of white and black.

- Charcoal color code: #40403d
- Cream color code: #f7f5eb

Preferred

#40403d	#f7f5eb

Optional

#0d5761	#8cb5ab

Washington Office of Superintendent of
PUBLIC INSTRUCTION

Docusign Envelope ID: 13CB78CE-692E-8D51-80EA-08BAF568E13F

Attachment C
Travel Guidance
Washington State Migrant Education Program
Travel Guidance
Fiscal Year 2026-2027

Per Contract:
"ESD shall contact via email, the OSPI Contract Manager, for approval of out of state travel prior to encumbering Migrant funds for this purpose."

1. Only four staff members from each ESD will be approved for no more than three out-of-state travel per Fiscal Year.

   e.g. National Conference or core content training or conference that will help support the academic and/or support needs of migratory students in Washington State.

2. When emailing for approval please include the following:
   a. Staff member(s) attending.
   b. Name of conference, purpose and goal of conference.
   c. SOW Activity conference would directly impact/fall under.
   d. Cost of attendance.
   e. Follow-up activities and/or area of professional learning.
   f. How funding for this proposal will not impede delivery of services including summer programs.

3. Contact OSPI via email.
   a. Sylvia Reyna

Question on state travel for coordination/collaboration:

1. If **OSPI** is specifically requesting this extra travel after the SOW and FY budget allocations have been established/approved, then OSPI will fund.
2. If ***ESD A*** is individually requesting this support from ***ESD B***, then in good form ***ESD A*** should offer to pay additional expenses.
3. If ***ESD A*** cannot pay, and if ***ESD B*** consents to shouldering the extra expense within ***B's*** budget, then ***ESD B*** can cover it. However, this is discretionary on ***ESD B's*** part.

Background Note: To honor ESD inter-agency agreements, do not respond directly to an out-of-region district request. Please refer the district to their corresponding ESD Migrant Education Program. The request for assistance would need to come from the requesting district's home ESD. Both affected ESDs superintendents would then need to give their approval to proceed.

Certificate Of Completion

Envelope Id: 13CB78CE-692E-8D51-80EA-08BAF568E13F
Status: Completed
Subject: OSPI Agreement # 20260504 – Action Required
Source Envelope:
Document Pages: 31
Signatures: 2
Certificate Pages: 4
Initials: 1
AutoNav: Enabled
EnvelopeId Stamping: Enabled
Time Zone: (UTC-08:00) Pacific Time (US & Canada)

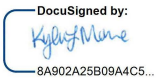
Envelope Originator:
Marion Kariuki
Old Capitol Building
600 Washington St SE
Olympia, WA 98504
Marion.kariuki@k12.wa.us
IP Address: 216.186.28.106

Record Tracking

Status: Original
8/10/2026 4:26:25 PM
Security Appliance Status: Connected

Holder: Marion Kariuki
Marion.kariuki@k12.wa.us
Pool: FedRamp

Location: DocuSign

Signer Events	Signature	Timestamp
Lisa Matthews lmatthews@nwesd.org Security Level: Email, Account Authentication (None)	DS  Signature Adoption: Pre-selected Style Using IP Address: 172.92.194.176	Sent: 8/10/2026 4:32:58 PM Resent: 8/11/2026 3:10:55 PM Resent: 8/13/2026 9:31:08 AM Resent: 8/14/2026 12:54:04 PM Resent: 8/17/2026 9:01:16 AM Resent: 8/18/2026 3:12:35 PM Viewed: 8/18/2026 3:56:17 PM Signed: 8/18/2026 5:04:56 PM
Electronic Record and Signature Disclosure: Accepted: 8/18/2026 3:56:17 PM ID: 846f56c7-554d-40ac-ab4a-3896d8973a88		
Ismael Vivanco ivivanco@nwesd.org Superintendent Security Level: Email, Account Authentication (None)	Signed by:  0EF5F61D5CAE402... Signature Adoption: Pre-selected Style Using IP Address: 2607:fa78:1051:1004:7e9e:fca4:37f:a166	Sent: 8/18/2026 5:04:59 PM Viewed: 8/19/2026 3:01:06 PM Signed: 8/19/2026 3:01:31 PM
Electronic Record and Signature Disclosure: Accepted: 8/19/2026 3:01:06 PM ID: ca656438-f0e0-433b-9e84-6555e5637aa3		
Kyla Moore kyla.moore@k12.wa.us Contracts Administrator Office of Superintendent of Public Instruction Security Level: Email, Account Authentication (None)	DocuSigned by:  8A902A25B09A4C5... Signature Adoption: Uploaded Signature Image Using IP Address: 104.225.186.61	Sent: 8/19/2026 3:01:34 PM Viewed: 8/19/2026 3:13:13 PM Signed: 8/19/2026 3:13:24 PM
Electronic Record and Signature Disclosure: Not Offered via Docusign		

In Person Signer Events	Signature	Timestamp

Editor Delivery Events	Status	Timestamp

Agent Delivery Events	Status	Timestamp

Intermediary Delivery Events	Status	Timestamp

Certified Delivery Events	Status	Timestamp

Carbon Copy Events	Status	Timestamp

Witness Events	Signature	Timestamp

Notary Events	Signature	Timestamp

Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	8/10/2026 4:32:58 PM
Envelope Updated	Security Checked	8/17/2026 11:25:13 AM
Envelope Updated	Security Checked	8/17/2026 11:25:14 AM
Envelope Updated	Security Checked	8/17/2026 11:25:14 AM
Envelope Updated	Security Checked	8/17/2026 11:25:14 AM
Certified Delivered	Security Checked	8/19/2026 3:13:13 PM
Signing Complete	Security Checked	8/19/2026 3:13:24 PM
Completed	Security Checked	8/19/2026 3:13:24 PM

Payment Events	Status	Timestamps

Electronic Record and Signature Disclosure

ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

From time to time, Carahsoft OBO State of Washington Office of Superintendent of Public Instruction (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to this Electronic Record and Signature Disclosure (ERSD), please confirm your agreement by selecting the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

Getting paper copies

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after the signing session and, if you elect to create a DocuSign account, you may access the documents for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a $0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact Carahsoft OBO State of Washington Office of Superintendent of Public Instruction:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:
To contact us by email send messages to: Docusign_Support@k12.wa.us

To advise Carahsoft OBO State of Washington Office of Superintendent of Public Instruction of your new email address

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at Docusign_Support@k12.wa.us and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

If you created a DocuSign account, you may update it with your new email address through your account preferences.

To request paper copies from Carahsoft OBO State of Washington Office of Superintendent of Public Instruction

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to Docusign_Support@k12.wa.us and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with Carahsoft OBO State of Washington Office of Superintendent of Public Instruction

To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:

i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;

ii. send us an email to Docusign_Support@k12.wa.us and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

Required hardware and software

The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: https://support.docusign.com/guides/signer-guide-signing-system-requirements.

Acknowledging your access and consent to receive and sign documents electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

By selecting the check-box next to 'I agree to use electronic records and signatures', you confirm that:

- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify Carahsoft OBO State of Washington Office of Superintendent of Public Instruction as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by Carahsoft OBO State of Washington Office of Superintendent of Public Instruction during the course of your relationship with Carahsoft OBO State of Washington Office of Superintendent of Public Instruction.