

# STATE BOARD OF EDUCATION

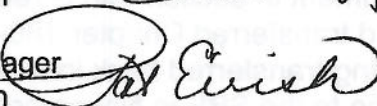
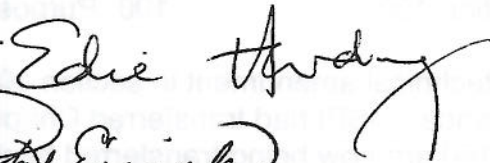
HEARING TYPE:  X  ACTION

DATE: SEPTEMBER 14-15, 2006

SUBJECT: STATE BOARD OF EDUCATION  
RULE CHANGES PURSUANT TO E2SHB 3098

SERVICE UNIT: Edie Harding, Executive Director  
State Board of Education

PRESENTER: Pat Eirish, Program Manager  
State Board of Education



## RECOMMENDATION:

It is recommended that staff be directed to prepare proposed changes to the chapters and sections listed below for public hearing and adoption consideration by the State Board of Education at the October 26-27, 2006 meeting.

## BACKGROUND:

Due to 2006 legislation, E2SHB 3098, the following Washington Administrative Code (WAC) changes are required. At this time, only technical amendments are included as needed.

## SBE Action Required

### Repeal:

Chapter 180-16 WAC  
(Section 227)

**State Support of Public Schools**

This sub-section is outdated.

Chapter 180-34 WAC (entire chapter) **Real Property Sales Contracts**  
(Authority given to school districts)

Chapter 180-36 WAC (entire chapter) **Central Purchasing**  
(Authority given to school districts)

Chapter 180-37 WAC (entire chapter) **Pupils-Non-Public Agencies**  
(Authority given to OSPI)

Chapter 180-43 WAC (entire chapter) **Interscholastic Activities**  
(SBE's authority repealed in E2SHB 3098)

**Chapters and/or Sections Retained that Require Technical Amendments:**

**Chapter 180-08 WAC      Practice, Procedure, and Access to Public Records**

This technical amendment is required to incorporate the purpose statement language from E2SHB 3098. Language is lifted directly from the bill.

**Chapter 180-22 WAC      Educational Service Districts  
(Section 100)              100 Purpose and Authority**

The technical amendment in section 100 is required to eliminate the ESD elections reference. OSPI had transferred Chapter 180-22 WAC in its entirety. Sections 100, 140, and 150 are now being transferred back into Chapter 180-22 WAC. This technical amendment will come to the SBE in November for public hearing.

**Chapter 180-38 WAC      Immunization Requirement and Life Threatening  
Health Condition**

These technical amendments are required to amend the entire WAC to eliminate references to public schools. Office of Superintendent of Public Instruction (OSPI) has adopted rules in Chapter 392-400 WAC to eliminate references to private schools.

**Chapter 180-52 WAC      Parents' Rights Regarding Pupil Testing  
and Recordkeeping**

This technical amendment is required to change the chapter title to clearly reflect tests for students receiving home-based instruction. (Transfer of Sections 015 through 035 has been completed by the OSPI.)

**Chapter 180-55 WAC      School Accreditation**

These technical amendments are required to reflect only private schools.

**Chapter 180-105 WAC      Performance Improvement Goals**

This chapter was previously transferred to the SBE from the A+ Commission. The technical amendments are required to reflect the current SBE WAC numbers.

**New Section Adoption Consideration:**

**Chapter 180-51 WAC**      **Temporary exemption from course and credit requirements.**

**WAC 180-51-095\***

This section is re-inserted in this WAC to keep the exemption to the definition of an annualized high school credit for private schools.

**No SBE Action Required**

**Chapters and/or Sections Transferred to OSPI:**

**Chapter 180-16 WAC**  
**(Sections 241-243)**

**State Support of Public Schools**

- 241 Remote and Necessary Small School Plants- Purpose and Authority
- 242 Remote and Necessary Small School Plants- Criteria
- 243 Remote and Necessary Small School Plants- Review Committee

**Chapter 180-20 WAC**

**School Bus Driver Qualifications**

**Chapter 180-22 WAC**  
**(Sections 201-225)**

**Educational Service Districts**

- 201 Election of Educational Service District Board Members
- 205 Elector Provisions
- 210 Publicity and Call of Election
- 215 Candidate Qualifications-Forms-Filing- Withdrawal of Candidacy
- 220 Balloting
- 225 Counting-Ineligible Votes-Recount-Certification of Election-Special Election

**Chapter 180-24 WAC**

**School District Organization**

**Chapter 180-25 WAC**

**State Assistance in Providing School Plant Facilities- Preliminary Provisions**

<u>Chapter 180-26 WAC</u>	<b>State Assistance in Providing School Plant Facilities-Educational Specifications and Site Selection</b>
<u>Chapter 180-27 WAC</u>	<b>State Assistance in Providing School Plant Facilities-Basic State Support</b>
<u>Chapter 180-29 WAC</u>	<b>State Assistance in Providing School Plant Facilities-Procedural Regulations</b>
<u>Chapter 180-31 WAC</u>	<b>School Assistance in Providing School Plant Facilities-Interdistrict Cooperation in Financing School Plant Construction</b>
<u>Chapter 180-32 WAC</u>	<b>State Assistance in Providing School Plant Facilities-Interdistrict Transportation Cooperatives</b>
<u>Chapter 180-33 WAC</u>	<b>State Assistance in Providing School Plant Facilities-Modernization</b>
<u>Chapter 180-39 WAC</u>	<b>Pupils-Uniform Entry Qualifications</b>
<u>Chapter 180-40 WAC</u>	<b>Pupils</b>
<u>Chapter 180-44 WAC</u>	<b>Teachers' Responsibilities</b>
<u>Chapter 180-46 WAC</u>	<b>Library Media Centers</b>
<u>Chapter 180-50 WAC</u>	<b>Courses of Study and Equivalencies</b>

Chapter 180-51 WAC  
(Sections 085, 100,  
105, 110, and 120)

**High School Graduation Requirements**

- 085 Physical Education Requirement Excuse
- 100 Temporary Exemption from Course and Credit Requirements
- 105 Exceptions to Graduation Requirements for Former Educational Center Students
- 110 Equivalency Credit for Alternative Learning Experiences, Non-high School Courses, Electronically Mediated Courses, Work Experience, and Challenges
- 120 Washington National Guard Youth Challenge Program – Course Content – Credits.

(See New Section WAC 180-51-095 above for proposed adoption.\*)

Chapter 180-52 WAC  
(Sections 015-035)

**Parents' Rights Regarding Pupil Testing and Recordkeeping**

- 015 Pupil Tests and Records-Authority
- 020 Pupil Tests and Records-Tests-School District Policy in Writing
- 025 Pupil Tests and Records-Pupil Personnel Records-School District Policy in Writing
- 030 Pupil Tests and Records-Certain Tests, Questionnaires, Etc.-Limitations
- 035 Pupil Tests and Records-Diagnostic Personality Tests-Parental Permission Required

Chapter 180-56 WAC

**Secondary Education**

Chapter 180-57 WAC

**Secondary Education – Standardized High School Transcript**

Chapter 180-95 WAC

**Education Centers**

Chapter Transferred to the Professional Educator Standards Board:

Chapter 180-97 WAC

**Excellence in Teacher Preparation Award**

**Chapters Retained by SBE with No Changes:**

**Chapter 180-18 WAC**                      **Waivers for Restructuring Purposes**

**Chapter 180-51 WAC**                      **Graduation Requirements**  
Sections transferred  
(see above). All other  
sections of the chapter  
remain.

**Chapter 180-72 WAC**                      **Adult Education**

**Chapter 180-90 WAC**                      **Private Schools**

**Chapter 180-96 WAC**                      **General Educational Development (GED) Test**

**Attachments**

## **Chapters and/or Sections to be Repealed**

REPEALER

The following section of the Washington Administrative Code is repealed:

WAC 180-16-227

Implementation timeline for WAC 180-16-220(2).



REPEAL SECTION

**WAC 180-16-227 Implementation timeline for WAC 180-16-220(2).** The provisions of WAC 180-16-220(2) shall take effect beginning the 2003-04 school year. If a school district already requires its schools to have a school improvement plan, but such plan does not include some or all of the required elements listed in WAC 180-16-220 (2)(c) and (d) as of the beginning of the 2003-04 school year, the district may request from the state board of education an extension of the timeline to the beginning of the 2004-05 school year.

[Statutory Authority: RCW 28A.150.220(4), 28A.305.140, and 28A.305.130(6). 04-04-093, § 180-16-227, filed 2/3/04, effective 3/5/04; 02-18-056, § 180-16-227, filed 8/28/02, effective 9/28/02.]

REPEALER

The following chapter of the Washington Administrative Code is repealed:

WAC 180-34-005  
WAC 180-34-010

Authority and purpose.  
General conditions.

Chapter 180-34 WAC

REAL PROPERTY SALES CONTRACTS Last Update: 2/4/98 WAC

34-005	180-34-005	Authority and purpose.
34-010	180-35-010	General conditions.
	180-34-015	Payments--Interest--Duration. [Order 3-76, § 180-34-015, filed 3/23/76.] Repealed by 98-05-002, filed 2/4/98, effective 3/7/98. Statutory Authority: RCW 28A.335.120(7).
	180-34-020	Down payment. [Order 3-76, § 180-34-020, filed 3/23/76.] Repealed by 98-05-002, filed 2/4/98, effective 3/7/98. Statutory Authority: RCW 28A.335.120(7).
	180-34-025	Title to property--Transfer upon satisfaction of contract. [Order 3-76, § 180-34-025, filed 3/23/76.] Repealed by 98-05-002, filed 2/4/98, effective 3/7/98. Statutory Authority: RCW 28A.335.120(7).

**WAC 180-34-005 Authority and purpose.** The purpose of this chapter is to establish the terms and conditions governing sales of school district surplus real property pursuant to real estate sales contracts as authorized by RCW 28A.335.120.

[Statutory Authority: 1990 c 33. 90-17-009, § 180-34-005, filed 8/6/90, effective 9/6/90; Order 3-76, § 180-34-005, filed 3/23/76.]

**WAC 180-34-010 General conditions.** When in the judgment of the board of directors of a school district a greater amount may be received for surplus real property and the sale facilitated by selling pursuant to a real estate sales contract, the board of directors may do so on such terms and conditions as the directors judge in consultation with their legal counsel to be lawful and in the best interests of the school district.

Note: The rental or lease value of the property, and state constitutional limitations on gifts (Article 8, subsections 5 and 7), may have a bearing on the minimum annual payment a district may agree to.

[Statutory Authority: RCW 28A.335.120(7). 98-05-002, § 180-34-010, filed 2/4/98, effective 3/7/98. Statutory Authority: 1990 c 33. 90-17-009, § 180-34-010, filed 8/6/90, effective 9/6/90; Order 3-76, § 180-34-010, filed 3/23/76.]

WAC (9/5/06 9:18 AM) [ 1 ]

REPEALER

The following chapter of the Washington Administrative Code is repealed:

- |                |  |
|----------------|--|
| WAC 180-36-005 | Authority and purpose.   |
| WAC 180-36-007 | Central purchasing by school districts.  |
| WAC 180-36-010 | Definitions.   |
| WAC 180-36-015 | Conditions to purchases of property and conveyances of a purchase money security interest therein. |

Chapter 180-36 WAC

CENTRAL PURCHASING Last Update: 2/6/98 WAC

36-005  
36-007  
36-010  
36-015

Authority and purpose.  
Central purchasing by school districts.  
Definitions.  
Conditions to purchases of property and conveyances of a purchase money security interest therein.

**WAC 180-36-005 Authority and purpose.** The purposes of this chapter are to implement RCW 28A.335.100 and establish the conditions pursuant to which certain associations established by school districts may purchase real and personal property and create a purchase money security interest therein.

[Statutory Authority: 1990 c 33. 90-17-009, § 180-36-005, filed 8/6/90, effective 9/6/90. Statutory Authority: RCW 28A.03.030. 83-13-001 (Order 2-83), § 180-36-005, filed 6/2/83; Order 5-76, § 180-36-005, filed 6/1/76.]

**WAC 180-36-007 Central purchasing by school districts.** Two or more school districts, or a purchasing association formed by two or more school districts, may centrally or collectively purchase real and personal property, on such terms and conditions as the board of directors or the association judge appropriate, so long as the districts or association comply with state constitutional limitations on gifts (Article 8, subsections 5 and 7).

[Statutory Authority: RCW 28A.335.100. 98-05-021, § 180-36-007, filed 2/6/98, effective 3/9/98.]

**WAC 180-36-010 Definitions.** As used in this chapter:  
(1) "Association" shall mean and be limited to a legal entity established by two or more public school districts pursuant to the Interlocal Cooperation Act (chapter 39.34 RCW) for the sole purpose of jointly and cooperatively purchasing school supplies, materials and equipment.  
(2) Purchase money security interest: A purchase money security interest is defined as (a) an interest taken by the seller of real or personal property of every kind, character or description or any interest in such real or personal property to secure all or part of its price, or (b) an interest taken by a person who by making advances or incurring an obligation gives value to enable the association to acquire rights in or the use

Deleted: 7/11/06  
Deleted: 11:27 AM

WAC (9/5/06, 8:44 AM) [ 1 ]

of real or personal property of every kind, character or description or any interest in such real or personal property, to secure all or part of the obligation owed such person: Provided, That for real property or any interest in real property, the term "purchase money security interest" shall include, but is not limited to, a mortgage and a deed of trust: Provided further, That for real property or any interest in real property, a purchase money security interest shall not include a conditional sales contract.

[Order 5-76, § 180-36-010, filed 6/1/76.]

**WAC 180-36-015 Conditions to purchases of property and conveyances of a purchase money security interest therein.** An association may purchase real and personal property and may convey a purchase money security interest on the following conditions:

(1) The real or personal property shall be purchased for actual use by the association consistent with its lawful and established purposes, and not be for purposes of investment.

(2) The real or personal property shall be necessary for the efficient maintenance and operation of the lawful activities of the association.

(3) Every purchase money security interest shall be in writing and shall set forth substantially the following in bold face type: (a) That the creditor of the association does not by virtue of its purchase money security interest acquire any rights or interests whatsoever against any property, properties or assets of any kind or nature of the school districts which establish and/or participate in the association; and (b) that the creditor shall be entitled to and agrees to look solely to the assets and properties of the association for payment of any obligation incurred by the association.

(4) An authorized representative of the association shall certify in writing to the secretary of the state board of education that: (a) Each proposed purchase of real or personal property and conveyance of a purchase money security interest therein shall be in compliance with this chapter; and (b) the association possesses sufficient income and a reasonable assurance of a continuation of such income to meet previously incurred debt obligations, current and foreseeable maintenance and operation expenses and the debt about to be incurred.

[Order 5-76, § 180-36-015, filed 6/1/76.]

Deleted: 7/11/06

Deleted: 11:27 AM

| WAC (9/5/06, 8:44 AM) [ 2 ]

REPEALER

The following chapter of the Washington Administrative Code is repealed:

WAC 180-37-005

Purpose and authority.

WAC 180-37-010

Nonpublic agency approval procedure.

**Chapter 180-37 WAC**  
**PUPILS--NONPUBLIC AGENCIES Last Update: 8/29/02 WAC**

37-005  
37-010

Purpose and authority.  
Nonpublic agency approval procedure.

**WAC 180-37-005 Purpose and authority.** (1) The purpose of this chapter is to identify the process for providing services to special education students through contracts between school districts and nonpublic agencies.

(2) The authority for this chapter is RCW 28A.155.060.

[Statutory Authority: RCW 28A.305.13 [28A.305.130], 28A.210.160. 02-18-060, § 180-37-005, filed 8/29/02, effective 9/29/02.]

**WAC 180-37-010 Nonpublic agency approval procedure.** (1) Nonpublic agencies shall be approved in accordance with the provisions of WAC 392-172-219 through 392-172-226, and comply with the application requirements set forth by the office of the superintendent of public instruction (OSPI) and available on the OSPI web site.

(2) On a case-by-case basis, the state board of education may approve a nonpublic agency to provide services for fewer than one hundred eighty days if the rationale and evidence is compelling and the needs of the student, the student's parent(s) or legal guardian(s), and the school district would be best met for a period of fewer than one hundred eighty days.

[Statutory Authority: RCW 28A.305.13 [28A.305.130], 28A.210.160. 02-18-060, § 180-37-010, filed 8/29/02, effective 9/29/02.]



**REPEALER**

The following chapter of the Washington Administrative Code is repealed:

- |                |                        |
|----------------|------------------------|
| WAC 180-43-005 | Purpose and authority. |
| WAC 180-43-010 | Annual report.         |
| WAC 180-43-015 | Rules and policies.    |

Chapter 180-43 WAC

INTERSCHOLASTIC ACTIVITIES Last Update: 8/29/02 WAC

43-005  
43-010  
43-015

Purpose and authority.  
Annual report.  
Rules and policies.

**WAC 180-43-005 Purpose and authority.** (1) The purpose of this chapter is to implement certain statutory provisions relating to student participation in interscholastic activities. (2) The authority for this chapter is RCW 28A.600.200.

[Statutory Authority: RCW 28A.600.200. 02-18-062, § 180-43-005, filed 8/29/02, effective 9/29/02. Statutory Authority: 1990 c 33. 90-17-009, § 180-43-005, filed 8/6/90, effective 9/6/90. Statutory Authority: RCW 28A.58.125. 80-02-146 (Order 2-80), § 180-43-005, filed 2/5/80.]

**WAC 180-43-010 Annual report.** (1)(a) The Washington interscholastic activities association and any other voluntary nonprofit entities which have been delegated powers by a school district pursuant to RCW 28A.600.200, shall submit an annual report to the state board of education.

(b) The annual report shall be delivered in writing to the executive director of the state board not later than December 15 of each calendar year and presented to the state board at its winter meeting.

(2) The annual report shall include:

(a) The standard financial statement for the preceding fiscal year of the association or entity, prepared in accordance with generally accepted accounting principles. The financial statements shall include adequate information to inform the state board of education of the activities of the interscholastic activities association during the year reported upon. At a minimum, the certified financial statements as prepared by a certified public accountant or licensed public accountant shall list all assets and liabilities in a statement of financial position; a statement of cash receipts and disbursements; and other exhibits detailing salary expenses, office expenses, state tournament finances, and the basis for distributing profits to the school districts; and

(b) A section summarizing student eligibility appeal cases by local interscholastic activities association districts for the preceding school year (September 1 through August 31). Details of the summary shall include student's school, the rule

Deleted: 7/11/06  
Deleted: 11:26 AM

WAC (9/5/06, 9:18 AM) [ 1 ]

and factual issue involved, interscholastic activities association district disposition and date, and if ruled ineligible at the district level, interscholastic activities association executive director and/or executive board disposition and date.

[Statutory Authority: RCW 28A.600.200. 02-18-062, § 180-43-010, filed 8/29/02, effective 9/29/02. Statutory Authority: RCW 28A.600.200 (1) and (2). 95-08-028, § 180-43-010, filed 3/29/95, effective 4/29/95. Statutory Authority: 1990 c 33. 90-17-009, § 180-43-010, filed 8/6/90, effective 9/6/90. Statutory Authority: RCW 28A.58.125. 80-02-146 (Order 2-80), § 180-43-010, filed 2/5/80.]

**WAC 180-43-015 Rules and policies.** (1) All rules and policies applied by the Washington interscholastic activities association and any other voluntary nonprofit entities which have been delegated powers by a school district pursuant to RCW 28A.600.200, and which govern student participation in any interschool activity, shall be written and subject to the annual review and approval of the state board of education.

(2) No such participation rule or policy shall be valid and enforceable during any school year unless first approved by the state board for that particular school year. All such rules or policies shall be submitted annually by the association and other nonprofit entities to the state board office on or before May 1 for final action by the board at its May meeting. The state board may modify the foregoing schedule of submissions and actions in its discretion at the request of the association or other nonprofit entity.

[Statutory Authority: RCW 28A.600.200. 02-18-062, § 180-43-015, filed 8/29/02, effective 9/29/02. Statutory Authority: RCW 28A.600.200 (1) and (2). 95-08-028, § 180-43-015, filed 3/29/95, effective 4/29/95. Statutory Authority: 1990 c 33. 90-17-009, § 180-43-015, filed 8/6/90, effective 9/6/90. Statutory Authority: RCW 28A.58.125. 80-02-146 (Order 2-80), § 180-43-015, filed 2/5/80.]

Deleted: 7/11/06

Deleted: 11:26 AM

| WAC (9/5/06, 9:18 AM) [ 2 ]

**Chapters and/or Sections Retained  
that Require Technical Amendments**

Chapter 180-08 WAC  
Practice, Procedure and Access to Public Records

**WAC 180-08-001 Purpose and authority.** (1) The purpose of this chapter is to establish the formal and informal procedures of the state board of education relating to rules adoption, protection of public records, and access to public records.

(2) The authority for this chapter is RCW 34.05.220 and 42.17.250 through 42.17.348.

[Statutory Authority: RCW 34.05.220, 28A.305.130. 02-18-054, § 180-08-001, filed 8/28/02, effective 9/28/02.]

**WAC 180-08-002 General description of organization.** (1)  
The state board of education is created by law in chapter 28A.305 RCW.

(2) The purpose of the state board of education is to provide advocacy and strategic oversight of public education; implement a standards-based accountability system to improve student academic achievement; provide leadership in the creation of a system that personalizes education for each student and respects diverse cultures, abilities, and learning styles; and promote achievement of the goals of RCW 28A.150.210. In addition to any other powers and duties as provided by law, the state board shall:

(a) hold regularly scheduled meetings at such time and place within the state as the board shall determine and may hold such special meetings as may be deemed necessary for the transaction of public business;

(b) form committees as necessary to effectively and efficiently conduct the work of the board;

(c) seek advice from the public and interested parties regarding the work of the board;

(d) for the purposes of statewide accountability:

(i) adopt and revise performance improvement goals in reading, writing, science, and mathematics, by subject and grade level, once assessments in these subjects are required statewide; academic and technical skills, as appropriate, in secondary career and technical education programs; and student attendance, as the board deems necessary to improve student learning.

(ii) identify the scores students must achieve in order to meet the standard on the Washington assessment of student learning and, for high school students, to obtain a certificate of

WAC (9/5/06 1:26 PM)[ 1 ]

academic achievement. The board shall also determine student scores that identify levels of student performance below and beyond the standard. The board shall consider the incorporation of the standard error of measurement into the decision regarding the award of certificates.

(iii) adopt objective, systematic criteria to identify successful schools and school districts and recommend to the superintendent of public instruction schools and districts to be recognized for two types of accomplishments, student achievement and improvements in student achievement. Recognition for improvements in student achievement shall include consideration of one or more of the following accomplishments:

- (a) an increase in the percent of students meeting standards;
- (b) Positive progress on an improvement index that measures improvement in all levels of the assessment; and
- (c) Improvements despite challenges such as high levels of mobility, poverty, English as a second language learners, and large numbers of students in special populations as measured by either the percent of students meeting standard, or the improvement index.

Formatted: Bullets and Numbering

(iv) adopt objective, systematic criteria to identify schools and school districts in need of assistance and those in which significant numbers of students persistently fail to meet state standards.

(v) identify schools and school districts in which state intervention measures will be needed and a range of appropriate intervention strategies after the legislature has authorized a set of intervention strategies. After the legislature has authorized a set of intervention strategies, at the request of the board, the superintendent shall intervene in the school or school district and take corrective actions.

(vi) identify performance incentive systems that have improved or have the potential to improve student achievement;

(vii) annually review the assessment reporting system to ensure fairness, accuracy, timeliness, and equity of opportunity, especially with regard to schools with special circumstances and unique populations of students, and a recommendation to the superintendent of public instruction for any improvements needed to the system; and

(viii) include in the biennial report required under RCW 28A.305.035, information on the progress that has been made in achieving goals adopted by the board.

(e) accredit, subject to such accreditation standards and procedures as may be established by the state board of education, all private schools that apply for accreditation and approve, subject to the provisions of RCW 28A.195.010, private schools carrying out a program for any or all of the grades

kindergarten through twelve; provide that no private school may be approved that operates a kindergarten program only; provided further that no private schools shall be placed upon the list of accredited schools so long as secret societies are knowingly allowed to exist among its students by school officials.

(f) articulate with the institutions of higher education, work force representatives, and early learning policymakers and providers to coordinate and unify the work of the public school system;

(g) hire an executive director and an assistant to reside in the office of the superintendent of public instruction for administrative purposes. Any other personnel of the board shall be appointed as provided by RCW 28A.300.020.

(3) The board consists of ~~((one voting member from each congressional district in the state, elected by the members of school district boards of directors in the congressional district, who serve staggered four year terms; the superintendent of public instruction, who serves as an ex officio member and chief executive officer of the board and votes only to break ties; and one member elected at large by members of the boards of directors of approved private schools, who serves a four year term. A secretary (executive director) is appointed by the board.))~~

Deleted:  
Formatted: Font color: Dark Red, Strikethrough

(a) Five members, three from western Washington and two from eastern Washington elected by members of school district boards of directors in those respective regions;

Formatted: Not Strikethrough

(b) Seven members appointed by the governor;

(c) The superintendent of public instruction;

(d) One member elected at large by members of the boards of directors of approved private schools; and

(e) Two high school students, selected by a process determined by the state board, who are non-voting members.

~~((2))~~ (4) The governor appointed and school director elected members serve staggered terms of office of no more than two consecutive four-year terms.

(5) The board determines its own officers.

(6) General policy powers of the board relate to ~~((educator preparation and certification requirements, school construction))~~ the school accountability system, high school graduation requirements, school district approval for basic education funding purposes, waivers from basic education requirements, private school approval and accreditation, ~~((school))~~ educational service district boundaries, ~~((approval))~~ immunization of private school ~~((s))~~ students, and ~~((other matters))~~ home-based testing.

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Dark Red, Strikethrough

Formatted: Font color: Dark Red, Strikethrough

Formatted: Font color: Dark Red, Strikethrough

Formatted: Font color: Dark Red, Strikethrough

Formatted: Font color: Dark Red, Strikethrough

Formatted: Font color: Dark Red, Strikethrough

Formatted: Font color: Light Blue, Not Strikethrough

Formatted: Font color: Light Blue

Formatted: Font color: Red, Strikethrough

Deleted: 8/18/06  
Deleted: 11:27 AM

and) publishes a schedule of its meetings and notices of proposed rule-making actions in the *Washington State Register*.  
~~((The meetings may be scheduled in various locations across the state.))~~ The secretary (executive director) to the state board of education maintains a complete record of all board proceedings and supporting materials.

Formatted: Font color: Red, Strikethrough

Formatted: Not Strikethrough

[Statutory Authority: RCW 34.05.220, 28A.305.130. 02-18-054, § 180-08-002, filed 8/28/02, effective 9/28/02.]

**WAC 180-08-006 Public records officer--Access to public records--Requests for public records--Determination regarding exempt records--Review of denials of public record requests--Protection of public records--Copying--Office hours.** (1) The state board's public records officer shall be the board's secretary (executive director) located in the administrative office of the board located in the Old Capitol Building, 600 South Washington, Olympia, Washington 98504-7206. The secretary (executive director) shall be responsible for implementation of the board's rules and regulations regarding release of public records and generally ensuring compliance by staff with the public records disclosure requirements in chapter 42.17 RCW.

(2) Access to public records in the state board of education shall be provided in compliance with the provisions of RCW 42.17.260.

(3) Requests for public records must comply with the following procedures:

(a) A request shall be made in writing to the secretary (executive director) or designee of the ~~((board))~~ director. The request may be brought to the administrative office of the board during customary office hours or may be mailed, delivered by facsimile, or by electronic mail. The request shall include the following information:

Formatted: Font color: Dark Red, Strikethrough

- (i) The name of the person requesting the record;
- (ii) The time of day and calendar date on which the request was made;
- (iii) The nature of the request;
- (iv) If the matter requested is referenced within the current index maintained by the secretary (executive director), a reference to the requested information as it is described in such current index;

(v) If the requested matter is not identifiable by reference to the current index, an appropriate description of the record requested shall be provided.

(b) In all cases in which a member of the public is making a request, it shall be the obligation of the secretary

WAC (9/5/06 1:26 PM) [ 4 ]



(executive director), or person to whom the request is made, to assist the member of the public in succinctly identifying the public record requested.

(4) (a) The board reserves the right to determine that a public record requested in accordance with subsection (3) of this section is exempt under the provisions of RCW 42.17.310 and 42.17.315. Such determination may be made in consultation with the secretary (executive director) or an assistant attorney general assigned to the board.

(b) Pursuant to RCW 42.17.260, the board reserves the right to delete identifying details when it makes available or publishes any public record when there is reason to believe that disclosure of such details would be an unreasonable invasion of personal privacy: Provided, however, In each case, the justification for the deletion shall be explained fully in writing.

(c) Response to requests for a public record must be made promptly. Within five business days of receiving a public record request, the ~~((board))~~ executive director shall respond by either:

Formatted: Font color: Dark Red, Strikethrough

(i) Providing the record;

(ii) Acknowledging that the board has received the request and providing a reasonable estimate of the time ~~((the board will))~~ required to respond to the request; or

Formatted: Font color: Dark Red, Strikethrough

(iii) Denying the public record request.

(d) Additional time required to respond to a request may be based upon the need to clarify the intent of the request, to locate and assemble the information requested, to notify third persons or agencies affected by the request, or to determine whether any of the information requested is exempt and that a denial should be made as to all or part of the request. In acknowledging receipt of a public record request that is unclear, the ~~((agency))~~ executive director may ask the requester to clarify what information the requester is seeking. If the requester fails to clarify the request within five working days of being asked for said clarification, the ~~((board))~~ executive director need not respond to it.

Formatted: Font color: Dark Red, Strikethrough

Formatted: Font color: Dark Red, Strikethrough

(5) All denials of request for public records must be accompanied by a written statement, signed by the secretary (executive director) or designee, specifying the reason for the denial, a statement of the specific exemption authorizing the withholding of the record, and a brief explanation of how the exemption applies to the public record withheld.

(6) (a) Any person who objects to the denial of a request for a public record may petition for prompt review of such decision by tendering a written request for review. The written request shall specifically refer to the written statement which

constituted or accompanied the denial.

(b) The written request by a person petitioning for prompt review of a decision denying a public record shall be submitted to the board's secretary (executive director) or designee.

(c) Within two business days after receiving a written request by a person petitioning for a prompt review of a decision denying a public record, the secretary (executive director) or designee shall complete such review.

(d) During the course of the review the secretary (executive director) or designee shall consider the obligations of the board to comply fully with the intent of chapter 42.17 RCW insofar as it requires providing full public access to official records, but shall also consider both the exemptions provided in RCW 42.17.310 through 42.17.315, and the provisions of the statute which require the ~~((agency))~~ board to protect public records from damage or disorganization, prevent excessive interference with essential functions of the ~~((agency))~~ board, and prevent any unreasonable invasion of personal privacy by deleting identifying details.

Formatted: Font color: Dark Red, Strikethrough

Formatted: Font color: Dark Red, Strikethrough

(7) Public records and a facility for their inspection will be provided by the secretary (executive director) or designee. Such records shall not be removed from the place designated for their inspection. Copies of such records may be arranged for according to the provisions of subsection (8) of this section.

(8) No fee shall be charged for the inspection of public records. The board may impose a charge for providing copies of public records and for the use by any person of agency equipment to copy public records. Copying charges shall be reasonable and conform with RCW 42.17.300. No person shall be released a record so copied until and unless the person requesting the copied public record has tendered payment for such copying to the appropriate official. All charges must be paid by money order, check, or cash in advance.

(9) Public records shall be available for inspection and copying during the customary office hours of the administrative office of the board. For the purposes of this chapter, the customary office hours shall be from 8:00 a.m. to 5:00 p.m., Monday through Friday, excluding legal holidays and dates of official state board of education business requiring all board staff to be away from the office.

[Statutory Authority: RCW 34.05.220, 28A.305.130. 02-18-054, § 180-08-006, filed 8/28/02, effective 9/28/02.]

Chapter 180-22

**WAC 180-22-100 Purpose and authority.** (1) The purpose of this chapter is to establish the procedures for making changes in the number and boundaries of educational service districts ~~(, and the procedures for electing the members of the boards of directors of the educational service districts.~~

Formatted: Font color: Red, Strikethrough

~~(2) The authority for this chapter is RCW 28A.310.020 and 28A.310.080).~~

[Statutory Authority: RCW 28A.310.020, 28A.210.080. 02-18-052, § 180-22-100, filed 8/28/02, effective 9/28/02. Statutory Authority: 1990 c 33. 90-17-009, § 180-22-100, filed 8/6/90, effective 9/6/90. Statutory Authority: RCW 28A.21.020. 84-21-001 (Order 9-84), § 180-22-100, filed 10/4/84.]

Chapter 180-38 WAC

~~PUPILS, IMMUNIZATION REQUIREMENT AND LIFE-THREATENING HEALTH CONDITION~~  
~~PRIVATE SCHOOL PUPIL IMMUNIZATION REQUIREMENT~~

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Red, Strikethrough

**WAC 180-38-005 Purpose and authority.** (1) The purpose of this chapter is to establish the procedural and substantive due process requirements governing the exclusion of students from ~~((public and))~~ private schools for failure to comply with the immunization requirement of the state of Washington ~~((, or, in the case of public schools only, failure to present a medication or treatment order for a life-threatening health condition))~~.

Formatted: Font color: Dark Red, Strikethrough

Formatted: Font color: Dark Red, Strikethrough

(2) The authority for this chapter is RCW 28A.210.160.

[Statutory Authority: RCW 28A.210.160. 05-23-044, § 180-38-005, filed 11/9/05, effective 12/10/05; 02-24-019, § 180-38-005, filed 11/26/02, effective 12/27/02. Statutory Authority: 1990 c 33. 90-17-009, § 180-38-005, filed 8/6/90, effective 9/6/90. Statutory Authority: RCW 28A.31.118. 85-20-040 (Order 20-85), § 180-38-005, filed 9/25/85.]

**WAC 180-38-020 Definitions.** The definitions in this section apply throughout this chapter unless the context clearly requires otherwise:

(1) "Student" shall mean the same as defined for "child" in RCW 28A.210.070(6).

(2) "Chief administrator" shall mean the same as defined in RCW 28A.210.070(1).

(3) "Full immunization" shall mean the same as defined in RCW 28A.210.070(2).

(4) "Schedule of immunization" shall mean the beginning or continuing of a course of immunization, including the conditions for private school attendance when a child is not fully immunized, as prescribed by the state board of health (WAC 246-100-166(5)).

(5) "Certificate of exemption" shall mean the filing of a statement exempting the child from immunizations with the chief administrator of the private school, on a form prescribed by the department of health, which complies with RCW 28A.210.090.

(6) ~~(( "Life-threatening condition" shall mean a health condition that will put the child in danger of death during the school day if a medication or treatment order and a nursing plan are not in place.~~

Formatted: Font color: Dark Red, Strikethrough

Formatted: Font color: Dark Red, Strikethrough

~~(7) "Medication or treatment order" shall mean the authority a registered nurse obtains under RCW 18.79.260(2). The order shall be signed by a licensed health care practitioner listed under RCW 18.79.260(2).~~

Formatted: Font color: Dark Red, Strikethrough

Formatted: Font color: Dark Red, Strikethrough

WAC (9/5/06 1:34 PM) [ 1 ]

~~(8) "Nursing plan" shall mean a plan of care developed for the student consistent with the standards of nursing conduct or practice set out in department of health regulations, WAC 246-340-700 et seq. The nursing plan implements the medication or treatment order.~~

Formatted: Font color: Dark Red, Strikethrough

~~(9)) "Exclusion" shall mean the case or instance when the student is denied initial or continued attendance:~~

Formatted: Font color: Dark Red, Strikethrough

Formatted: Font color: Dark Red, Strikethrough

(a) Due to failure to submit a schedule of immunization, or a certificate of exemption in accordance with RCW 28A.210.120; or

~~((b) In the case of a life threatening health condition, due to failure to submit a medication or treatment order and any medication or equipment identified in the order, unless the school district is required to provide the medication or equipment as a related service under federal law.))~~

Formatted: Font color: Dark Red, Strikethrough

~~((10)) (7) "School day" shall mean ((the same as in RCW 28A.150.030 and shall be inclusive of school or district sponsored field trip experiences and extracurricular activities and summer school)) each day of the school year on which students enrolled in the private school are engaged in educational activity planned by and under the direction of the staff, as directed by the chief administrator and applicable governing board of the private school.~~

Formatted: Font color: Dark Red, Strikethrough

Formatted: Font color: Dark Red, Strikethrough

~~((11)) (8) "Parent" shall mean parent, legal guardian, or other adult in loco parentis.~~

Formatted: Font color: Dark Red, Strikethrough

[Statutory Authority: RCW 28A.210.160. 02-24-019, § 180-38-020, filed 11/26/02, effective 12/27/02. Statutory Authority: RCW 28A.31.118. 85-20-040 (Order 20-85), § 180-38-020, filed 9/25/85.]

**WAC 180-38-045 Private School attendance conditioned upon presentation of proofs.** (1) The initial attendance of every student at every ~~((public and))~~ private school in the state is conditioned upon proof of immunization as set forth in RCW 28A.210.080.

Formatted: Font color: Dark Red, Strikethrough

(2) The chief administrator of each ~~((public or))~~ private school shall prohibit the further presence at school of each student already in attendance and who has failed to provide proof of immunization in accordance with RCW 28A.210.080(1). Such exclusion shall be preceded by written notice as set forth in WAC 180-38-050. If written notice has not been provided, any exclusion shall be stayed until notice is received by a parent, guardian or other adult in loco parentis.

Formatted: Font color: Dark Red, Strikethrough

~~((3) The initial attendance of every student at every public school who has a life threatening health condition is~~

Formatted: Font color: Red, Strikethrough

WAC (9/5/06 1:34 PM) [ 2 ]

conditioned upon:

~~(a) Presentation by the parent of a medication or treatment order addressing any life threatening health condition the child has that may require medical services to be performed at the school; and~~

~~(b) Formulation of a nursing plan to implement the order.~~

~~The parent shall also provide any medication or equipment identified in the medication or treatment order necessary to carry out the order, unless the school district is required to provide the medication or equipment as a related service under federal law.~~

~~(4) The chief administrator of each public school shall prohibit the further attendance of each student already in attendance for whom a medication or treatment order has not been provided if the child has a life threatening health condition that may require medical services to be performed at the school. Any such exclusion shall be preceded by written notice as set forth in WAC 180-38-050. If written notice has not been provided, any exclusion shall be stayed until notice is received by a parent. The school shall continue to prohibit the child's presence until the school:~~

~~(a) Receives a medication or treatment order and any medication or equipment identified in the order necessary to carry out the order, unless the school district is required to provide such medication or equipment as a related service under federal law; and~~

~~(b) Has a nursing plan in place.~~

~~A new medication or treatment order must be submitted whenever there are changes in the medication or treatment needs of the child. The nursing plan shall be amended accordingly.~~

~~(5) Upon receipt of a medication or treatment order, the school shall develop a nursing plan.~~

~~(6) The requirements of this chapter shall be applied consistent with the requirements of section 504 of the Rehabilitation Act of 1973 and the Individuals with Disabilities Education Act (IDEA).~~

[Statutory Authority: RCW 28A.210.160. 02-24-019, § 180-38-045, filed 11/26/02, effective 12/27/02. Statutory Authority: 1990 c 33. 90-17-009, § 180-38-045, filed 8/6/90, effective 9/6/90. Statutory Authority: RCW 28A.31.118. 85-20-040 (Order 20-85), § 180-38-045, filed 9/25/85.]

**WAC 180-38-050 Written notice prior to exclusions from private school.** (1) ~~((§))~~ Private schools must provide written notice to parents prior to excluding students from school for

WAC (9/5/06 1:34 PM) [ 3 ]

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Dark Red, Strikethrough

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Dark Red, Strikethrough

failure to comply with WAC 180-38-045.

~~(2) ((The written notice for public school students shall:~~

~~(a) Be delivered in person or by certified mail and provided to parents in their native language if feasible,~~

~~(b) Inform the appropriate parents of the applicable laws and implementing rules. In addition to notification of the applicable laws and regulations, a copy of the laws and regulations shall be included with the notice,~~

~~(c) In cases of exclusion due to lack of proof of immunization, provide information regarding immunization services that are available from or through the local health department and other public agencies,~~

~~(d) Order the student excluded from school and state that such order is effective immediately upon receipt of the notice,~~

~~(e) Describe the rights of the parents and student to a hearing, describe the hearing process, and explain that the exclusion continues until either the necessary proof of immunization, or medication or treatment plan is received, or until a hearing officer determines that the student is no longer excluded from school.~~

~~(3)) The written notice for private school students shall:~~

~~(a) Inform the appropriate party of the applicable laws and provide copies of such law and implementing rules.~~

~~(b) Provide information regarding immunization services that are available from or through the local health department or other public agencies.~~

~~(c) Order the exclusion of the student from school and state that such order is effective upon receipt of the notice.~~

- Formatted: Font color: Red, Strikethrough
- Formatted: Font color: Red, Strikethrough
- Formatted: Font color: Red, Strikethrough
- Formatted: Font color: Red, Strikethrough
- Formatted: Font color: Red, Strikethrough
- Formatted: Font color: Red, Strikethrough
- Formatted: Font color: Red, Strikethrough
- Formatted: Font color: Red, Strikethrough
- Formatted: Font color: Red, Strikethrough
- Formatted: Font color: Red, Strikethrough
- Formatted: Font color: Red, Strikethrough
- Formatted: Font color: Red, Strikethrough

[Statutory Authority: RCW 28A.210.160. 02-24-019, § 180-38-050, filed 11/26/02, effective 12/27/02. Statutory Authority: 1990 c 33. 90-17-009, § 180-38-050, filed 8/6/90, effective 9/6/90. Statutory Authority: RCW 28A.31.118. 85-20-040 (Order 20-85), § 180-38-050, filed 9/25/85.]

**REPEAL WAC 180-38-080 Prehearing and hearing process. (1)**

If a request for hearing is received by the school district, it shall schedule a hearing. The hearing must be scheduled within three school days of receiving the request. The hearing may be continued to a later date if the parent requests a longer period.

(2) The school district shall establish a hearing process consistent with the procedures set forth for disciplinary cases under chapter 180-40 WAC.

[Statutory Authority: RCW 28A.210.160. 03-13-079, § 180-38-080, filed 6/16/03, effective 7/17/03.]  
WAC (9/5/06 1:34 PM) [ 4 ]

Chapter 180-52 WAC

~~((PARENTS' RIGHTS REGARDING PUPIL TESTING AND RECORDKEEPING)) TESTS FOR STUDENTS RECEIVING HOME BASED INSTRUCTION~~ Last Update: 7/2/02WAC

Formatted: Font color: Red, Strikethrough

**WAC 180-52-070 Approved standardized tests for use by students receiving home-based instruction--Examples--Assistance.**

(1)(a) Pursuant to RCW 28A.200.010(3), the state board of education will provide a list of examples of standardized achievement tests that a parent may use to assess and determine whether their child is making reasonable academic progress.

(b) Tests on the list are approved by the state board of education on the basis that they are standardized achievement tests.

(c) Parents may use a standardized test that does not appear on the list of examples if it has been evaluated by a test evaluation organization recognized by the state board of education and cited on the state board web page.

(d) Parents may contact the state board of education office for assistance in determining if a test of their choosing that is not on the list of examples is standardized.

(2) The list of examples of standardized achievement tests shall be:

(a) Made available on the web page of the state board;

(b) Included in the following publication of the office of the superintendent of public instruction, "*Washington's State Laws Regulating Home-Based Instruction*;" and

(c) Provided on request.

(3) The list of examples of standardized achievement tests on the state board web page may not be changed without prior approval of the state board of education.

[Statutory Authority: RCW 28A.200.010(3). 02-14-125, § 180-52-070, filed 7/2/02, effective 8/2/02.]

Deleted: 8/9/06

Deleted: 8:37 AM

WAC (9/5/06, 8:50 AM) [ 1 ]



**PRIVATE SCHOOL ACCREDITATION**

**WAC 180-55-005 Purpose((s)) and authority. (1)**

**Purpose((s)).** The provision of school accreditation procedures for approved private schools by the state board of education is designed to ((serve the following purposes;

~~(a) Support the state board's long term vision of a performance based education system under WAC 180 51 001 by aligning school accreditation requirements to continuous improvement of student learning, achievement, and growth;~~

~~(b) Promote educational excellence and equity for every student through enhancement of the quality and effectiveness of the school's educational program in safe and supportive learning environments;~~

~~(c) Promote staff growth and commitment to the learning of every student;~~

~~(d) Build stronger links with families, parents, and the community by reaching consensus about educational expectations through family, parent, and community involvement;~~

~~(e) P))provide a statement of accountability to the public and ((;~~

~~(f) Assure that school districts, under the district policy on recognizing earned credits under WAC 180 51 050, shall accept credits earned from schools or programs, accredited by the state board of education or other accrediting body as may be recognized by the state board of education pursuant to WAC 180-55-017; and~~

~~(g) Facilitate the sharing of))validate effective ((schools)) practices in private schools((and positive impacts on student learning)) through an external appraisal process.~~

**(2) Authority.** The authority for this chapter is RCW 28A.305.130((,+6)) (5).

[Statutory Authority: RCW 28A.150.220(4), 28A.305.130(6), and 28A.305.140. 05-08-015, § 180-55-005, filed 3/28/05, effective 4/28/05; 04-04-093, § 180-55-005, filed 2/3/04, effective 3/5/04; 02-18-056, § 180-55-005, filed 8/28/02, effective 9/28/02. Statutory Authority: RCW 28A.305.130(6). 91-04-015, § 180-55-005, filed 1/28/91, effective 2/28/91. Statutory Authority: 1990 c 33. 90-17-009, § 180-55-005, filed 8/6/90, effective 9/6/90. Statutory Authority: RCW 28A.04.120(4). 81-08-027 (Order 2-85), § 180-55-005, filed 3/26/81.]

- Formatted: Font color: Dark Red, Strikethrough
- Formatted: Font color: Dark Red, Strikethrough
- Formatted: Font color: Dark Red, Strikethrough
- Formatted: Font color: Dark Red, Strikethrough
- Formatted: Font color: Dark Red, Strikethrough
- Formatted: Font color: Dark Red, Strikethrough
- Formatted: Font color: Dark Red, Strikethrough
- Formatted: Font color: Dark Red, Strikethrough
- Formatted: Font color: Dark Red, Strikethrough
- Formatted: Font color: Dark Red, Strikethrough
- Formatted: Font color: Dark Red, Strikethrough
- Formatted: Font color: Dark Red, Strikethrough
- Formatted: Font color: Dark Red, Strikethrough
- Formatted: Font color: Dark Red, Strikethrough
- Formatted: Font color: Dark Red, Strikethrough
- Formatted: Font color: Dark Red, Strikethrough
- Formatted: Font color: Dark Red, Strikethrough

**WAC 180-55-015 Definitions. (1) An "accredited school" is**

WAC (9/6/06 2:38 PM) [ 1 ]

a ~~((public or))~~ state board of education approved private school that meets statutory requirements and rules established by the state board of education, and one that has satisfactorily completed the accreditation procedures described by the state board of education pursuant to RCW 28A.305.130~~((,+6))~~(5) and WAC 180-55-005 through 180-55-020.

Formatted: Font color: Dark Red, Strikethrough

(2) "Approved private school" shall mean a school approved by the state board of education pursuant to chapter 28A.195 RCW and chapter 180-90 WAC.

Formatted: Font color: Dark Red, Strikethrough

(3) "Accredited" status shall be assigned to ~~((public or))~~ state board of education approved private schools that:

Formatted: Font color: Dark Red, Strikethrough

(a) Complete and meet fully state board of education requirements for accreditation as described in WAC 180-55-020, or;

(b) Participate and qualify in accordance with standards and procedures established by accrediting bodies or processes recognized by the state board of education.

(4) "School improvement plan" shall mean the same as described under WAC 180-16-220 (2)(b) and (d).

(5) "Continuous improvement process" shall mean the ongoing process used by a school to monitor, adjust, and update its school improvement plan.

(6) "Self-review" shall mean the same as described under WAC 180-16-220 (2)(c).

(7) "Appraisal" shall mean an objective, external appraisal of a school's self-review activities and school improvement plan pursuant to WAC 180-55-020(5).

(8) "Recognized accrediting body" shall mean an organization recognized by the state board of education and listed on the state board web site.

(9) "Recognized accrediting process" shall mean the state board of education process managed through the educational service districts for approved private schools.

[Statutory Authority: RCW 28A.150.220(4), 28A.305.130(6), and 28A.305.140. 05-08-015, § 180-55-015, filed 3/28/05, effective 4/28/05; 04-04-093, § 180-55-015, filed 2/3/04, effective 3/5/04; 02-18-056, § 180-55-015, filed 8/28/02, effective 9/28/02. Statutory Authority: RCW 28A.305.130(6). 91-04-015, § 180-55-015, filed 1/28/91, effective 2/28/91. Statutory Authority: 1990 c 33. 90-17-009, § 180-55-015, filed 8/6/90, effective 9/6/90. Statutory Authority: RCW 28A.04.120(4). 84-11-050 (Order 8-84), § 180-55-015, filed 5/17/84; 81-08-027 (Order 2-85), § 180-55-015, filed 3/26/81.]

#### WAC 180-55-017 Criteria for state board of education

WAC (9/6/06 2:38 PM) [ 2 ]

**recognition of accrediting bodies.** (1)(a) A recognized accrediting body shall meet the definition of such pursuant to WAC 180-55-015(8).

(b) Accrediting bodies recognized by the state board of education shall verify that standards for approved private schools seeking accreditation through them meet or exceed the school accreditation standards pursuant to WAC 180-16-220.

(c) Accrediting bodies recognized by the state board of education for the specific purpose of accrediting state board approved private schools, prior to being considered by the state board for recognition, shall have their accreditation standards verified for compliance under (b) of this subsection by a private school advisory committee established by the superintendent of public instruction. If verified, the committee may recommend the accrediting body to the state board for recognition.

(d) A list of recognized accrediting bodies will be maintained on the web site of the state board of education.

~~(2) ((a) Public school districts must be approved by the state board of education prior to a school in the district being recommended by a state board of education recognized accrediting body for state accreditation consideration.~~

Formatted: Font color: Dark Red, Strikethrough

~~(b) Public schools may not seek accreditation through a sectarian affiliated accrediting body. Public schools may seek accreditation through a state board of education recognized accrediting body or process and be recommended for state accreditation consideration.~~

Formatted: Font color: Dark Red, Strikethrough

Formatted: Font color: Dark Red, Strikethrough

~~(e)) Private schools must be approved by the state board of education prior to being recommended by a state board of education recognized accrediting body or process for state accreditation consideration.~~

Formatted: Font color: Dark Red, Strikethrough

Formatted: Font color: Dark Red, Strikethrough

[Statutory Authority: RCW 28A.150.220(4), 28A.305.130(6), and 28A.305.140. 05-08-015, § 180-55-017, filed 3/28/05, effective 4/28/05.]

**WAC 180-55-020 Prerequisite to application for accreditation by ((public schools/)) approved private schools--  
Types of accreditation--Conditions--Effective periods--  
Administration of accreditation procedures.** (1) ((a)

Formatted: Font color: Dark Red, Strikethrough

~~Certification by the state board of education of compliance by a school district with basic education program approval requirements under WAC 180 16 220, or receipt of a waiver from WAC 180 16 225 or 180 18 030, shall be prerequisite to a public school's application to the state board of education for accreditation under WAC 180 55 015 (3) (b).~~

Formatted: Font color: Dark Red, Strikethrough

Formatted: Font color: Dark Red, Strikethrough

WAC (9/6/06 2:38 PM) [ 3 ]

~~(b))~~ Certification by the state board of education of compliance with private school approval requirements under chapter 28A.190 RCW and chapter 180-90 WAC shall be prerequisite to a private school's application to the state board of education for accreditation under WAC 180-55-015 (3)(b).

Formatted: Font color: Dark Red, Strikethrough

(2) **Standard accreditation - six years**, shall be granted to an approved private school after a satisfactory external appraisal of the school's self-review activities and school improvement plan, and approval by the state board of education of the appraisal findings and recommendations by the external site appraisal team.

(3) **Conditional accreditation - one year**, for an approved private school where the external appraisal identifies omissions, inaccuracies or weaknesses in the building's self-review activities, or school improvement plan or continuous improvement process.

(4) **Application**. Application for school accreditation shall be made to the state board of education or other body or entity designated by the state board of education. Such application shall be submitted jointly by the appropriate officials of the ~~((school and school district, or))~~ private school and governing board, in accordance with procedures and timelines established by the state board of education.

Formatted: Font color: Dark Red, Strikethrough

(5)(a) **External appraisal**. The state board of education, or other body or entity designated by the state board of education, shall direct an external appraisal process for approved private school accreditation purposes. The state board may place yearly limits on the number of schools that may participate in the external appraisal process using the state board accreditation option. The external appraisal shall be conducted by persons external to the approved private school ~~((and district))~~. The external site appraisal team shall include, but is not limited to, certificated teachers and administrators who may earn continuing education clock hours pursuant to WAC 180-85-033(2).

Formatted: Font color: Dark Red, Strikethrough

(b) The external appraisal shall focus on the provisions of WAC 180-16-220 (2)(b), (c) and (d), and 180-55-005(1). The appraisal shall focus on an analysis of the school's self-review activities, the school's improvement plan and its progress and impact, in particular relating to WAC 180-55-005 (1)(c), and the school's continuous improvement process.

[Statutory Authority: RCW 28A.150.220(4), 28A.305.140, and 28A.305.130(6). 04-04-093, § 180-55-020, filed 2/3/04, effective 3/5/04; 02-18-056, § 180-55-020, filed 8/28/02, effective 9/28/02. Statutory Authority: RCW 28A.305.130(6). 91-01-068, § 180-55-020, filed 12/14/90, effective 1/14/91. Statutory Authority: RCW 28A.04.120(4). 84-11-050 (Order 8-84), § 180-55-020, filed 5/17/84; 81-08-027 (Order 2-85), § 180-55-020, filed 3/26/81.]

WAC (9/6/06 2:38 PM) [ 4 ]

Chapter 180-105 WAC

**PERFORMANCE IMPROVEMENT GOALS**

**WAC 180-105-060**

**High school graduation.**

(1) Each school district board of directors shall by December 15, 2005, revise district-wide graduation rate goals for 2006 and each year thereafter and shall direct each high school in the district to revise graduation rate goals for 2006 and each year thereafter, subject to approval by the board.

(2) The minimum graduation rate goals through 2013 shall be as follows for each of the nine groups of students listed in ~~((WAC 3-20-200(2)))~~ WAC 180-105-040(4):

Formatted: Font color: Red, Strikethrough

(a) Sixty-six percent in 2005, one percentage point above the previous year's goal from 2006 through 2009, and three percentage points above the previous year's goal in 2010 through 2013; or

(b) For any student group whose graduation rate falls below sixty-six percent in 2005, the minimum goal for 2005 is two percentage points above that group's graduation rate in 2004, an additional two percentage points per year above the previous year's goal in 2006 through 2009, and an additional four percentage points per year above the previous year's goal in 2010 through 2013, until the rate for that group meets or exceeds the goal described in (a) of this subsection.

(3) Graduation rate goals in 2014 and each year thereafter for each group of students listed in ~~((WAC 3-20-~~

Formatted: Font color: Blue

Formatted: Not Strikethrough

Formatted: Font color: Red, Strikethrough

200(2)) WAC 180-105-040(4) shall be not less than eighty-five percent.

(4) School district boards of directors are authorized to adopt district-wide graduation rate goals and to approve high school graduation rate goals that exceed the minimum level required under this section. However, district-wide and high school graduation rate goals that exceed the minimum level required under this section shall not be used for federal or state accountability purposes.

## **New Section Adoption Consideration**

Chapter 180-51 WAC

NEW SECTION: WAC 180-51-095 Temporary exemption from course and credit requirements. Annual exemptions to the definition of an annualized high school credit may be granted upon the request of an approved private school which offers evidence that delineates content, time, or competency assessments which are substantially equivalent to the definition stated in WAC 180-51-050. The waiver process shall be administered by the superintendent of public instruction.

Deleted: NEW SECTION

[Statutory Authority RCW 28A.230.090, 00-19-108, § 180-51-100, filed 9/20/00, effective 10/21/00. Statutory Authority: RCW 28A.230.090 and 28A.230.100, 93-04-115, § 180-51-100, filed 2/3/93, effective 3/6/93. Statutory Authority: 1990 c 33, 90-17-009, § 180-51-100, filed 8/6/90, effective 9/6/90. Statutory Authority: RCW 28A.05.060, 85-12-041 (Order 12-85), § 180-51-100, filed 6/5/85. Statutory Authority: Chapter 28A.05 RCW, 84-11-049 (Order 7-84), § 180-51-100, filed 5/17/84.]



# STATE BOARD OF EDUCATION

HEARING TYPE:   X   ACTION

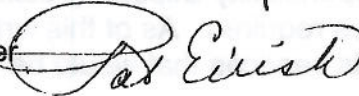
DATE: SEPTEMBER 14-15, 2006

SUBJECT: REQUEST FOR WAIVER OF THE 180-DAY SCHOOL YEAR  
REQUIREMENT FOR FERNDALE SCHOOL DISTRICT

SERVICE UNIT: Edie Harding, Executive Director  
State Board of Education



PRESENTER: Pat Eirish, Program Manager  
State Board of Education



## RECOMMENDATION:

It is recommended that the State Board of Education (SBE) approve the waiver request from the minimum 180-day school year for the school district listed above for school year 2006-2007.

## BACKGROUND:

Based on legislative authority (Chapter 208, Laws of 1995), the SBE adopted Chapter 180-18 WAC Waivers for Restructuring Purposes. Section 180-18-040 of this chapter allows school districts to apply for waivers from the minimum 180-day school year requirement by offering the equivalent in annual minimum instructional hour offerings in such grades as are conducted by the school district, as prescribed in RCW 28A.150.220.

## Ferndale School District

Whatcom County – 5,109 students  
2 waiver days requested

Ferndale School District is requesting two waiver days to provide time for staff professional development. The requested two-day waiver will replace all of the late arrival days (seven) previously scheduled for professional development and collaborative activities in grades one through twelve. The professional development time will be used for whole staff release for collaboration between staff of different buildings and/or grade levels.

Activities will include school improvement planning and implementation efforts, curriculum alignment, vertical teaming and planning for appropriate instructional interventions at all levels, including student transition from elementary to middle and from middle to high school. Staff will also participate in development of authentic student assessments for the purpose of informing and improving instruction.

Each year parents in the Ferndale School District are surveyed regarding the development of the school calendar. Parents much prefer full-day releases in the academic calendar for staff learning and school improvement efforts in lieu of fewer late arrival dates, thus providing less disruption for students and parents and more quality time for staff development.

The Ferndale School District and the Ferndale Education Association plan to offer a Professional Responsibility Stipend (outside the basic contract) to their teachers for additional services required. As of this writing that stipend is being negotiated. The attached draft lists services that would be compensated.

**SUMMARY:**

The State Board of Education may grant waivers if the district demonstrates the need for these waivers by meeting the procedural criteria, as specified in Chapter 180-18 WAC. This district has met the procedural requirements outlined in SBE policy. Staff recommends the waiver be granted for the 2006-07 school year.

See attachments for further detailed information.

Attachments

AUG 16 2006

**RECEIVED**

August 15<sup>th</sup>, 2006

Ms. Pat Erish, Research and Assistance Program  
Washington State Board of Education  
OLD Capital Building  
PO Box 47206  
Olympia, WA 98504-7206

Re: 180-Day Waiver Request for 2006/07 school year.

Dear Ms. Erish:

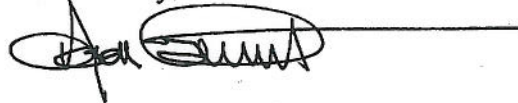
I am enclosing Resolution No. 16-2006, adopted by the Ferndale School District Board of Directors, along with attachments. The Board of Directors is requesting a waiver of two (2) days during the 2006/07 and 2007/08 school years, as provided for in WAC 180-18-040 and 060.

The Board is requesting the waiver to provide our professional staff with time to participate in collaborative planning, school wide, grade level and department level professional development, alignment of our curriculum and the development of authentic student assessments for the purpose of informing and improving instruction.

The Ferndale School District asks that this request be submitted for approval at the next State Board of Education regular meeting.

Thank you for your consideration of our request. Please do not hesitate to contact me if you need additional information.

Sincerely,



Dr. Roger Lehnert  
Superintendent

ERD/caa

# Ferndale School District No. 502

*August 2006*

<b>REQUEST FOR WAIVER FROM THE MINIMUM 180-DAY SCHOOL YEAR Grades 1-12</b>
--

## **Background Data**

### **Identification of Requirement to be Waived:**

The Ferndale School District No. 502 is requesting (as provided for in WAC 180-18-040 and -060) a two-year wavier of the minimum 180-day school year requirement of WAC 180-16-215. The district is requesting that two (2) school days be waived from the required 180 schools days for the 2006/2007 and 2007/2008 school years for grades one through twelve.

The requested two-day Wavier will replace the seven (7) late arrival days previously scheduled for professional development and collaborative activities in grades one through twelve. We believe the consolidation of time into two full days of training and collaboration time at all levels will yield more benefit to student learning than the previous seven late arrival days. The professional development time will be used for whole staff release for collaboration between staff of different buildings and/or grade levels. Activities will include school improvement planning and implementation efforts, curriculum alignment, vertical teaming and planning for appropriate instructional interventions at all levels, including as students transition from elementary to middle and from middle to high school.

Late arrival days were identified as a major concern for Ferndale parents due to the difficulties in arranging daycare and providing suitable activities for older students. In addition staff indicated that the late arrival days did not provide adequate or optimum time for learning and applying new concepts and skills. Our parents have indicated that providing professional development delivered in full days reduces the burden of childcare planning when students are not in school. Our staff reported significant value and satisfaction with the full-day format (LID) for the purpose of both training and the necessary follow-up collaboration or implementation planning.

Student contact hours and program offerings would exceed state requirements, and certificated staff work hours would be according to the full teacher contract requirements.

Two waiver days are being requested to allow the District to continue school improvement efforts while limiting the impact on the student instructional year. These days are particularly relevant in light of impending budget reductions, particularly in the areas of professional development, transportation, travel and staff compensation outside the school day

**Specific Standards for Increased Student Learning that the District Expects to Achieve:**

During the 2006 – 2007 through 2008 – 2009 school year, the District seeks to:

- ④ Increase the number of students who attain standards in reading, math and science
- ④ Increase the number of students who graduate on time
- ④ Narrow the achievement gap for identified groups of students who are currently not meeting standard as measured by the WASL

**How the District Plans to Achieve the Higher Standards, Including Timelines for Implementation:**

The necessity for this time without students has been identified by our Leadership for Learning Cadre, School Board Members, Individual School Improvement Committees, district curriculum committees, building principals and Executive Cabinet.

We will accomplish this goal over the next two years by focusing staff collaboration/communication and professional development efforts on research-based strategies identified in School Improvement Plans which include:

1. Implementation of the Washington State Reading Model which includes identification of appropriate diagnostic and progress-monitoring assessment tools so we are able to better understand the academic needs of students and the provision of more academic options for students, specifically students represented in our current achievement gap (minority students, ELL students Special Education students and Title 1 students) The District plans to provide additional focus on the needs of Title 1 students the 2006/2007 year and those of the special education students in the 2007 – 2008 year.
2. Implementation of new Washington State Graduation Requirements including culminating project, thirteenth-year academic plans and students meeting standards on the WASL, which includes appropriate and timely interventions at all levels with particular emphasis on math, science and the transition years. The District began this work during the 2005 – 2006 year at the grade ten level. During the 2006 – 2007 year we will work to provide appropriate interventions for students entering grade nine and in the subsequent years develop options for students in the middle and elementary grades.
3. Implementation of an improved student information management system which will allow the District to house, access, disaggregate, analyze and disseminate more easily student performance data critical to the improvement of student achievement. The District hopes to have the first phase of this system available for staff use during the 2006/2007 year.

4. Provision for grade level and cross-grade level planning to coordinate k-12 horizontal and vertical curriculum alignment. To facilitate the development of appropriate progress monitoring and end-of-course assessments of student performance and achievement in reading, math and science and implementation of new curriculum based assessment tools in the areas of social studies, health-fitness and the arts. The District plans to implement the classroom-based assessments in social studies and health and fitness this year and in the arts the following year. End-of-course assessments will be begun during the 2006/2007 year, followed by the development of progress monitoring tools and specifically designed interventions for struggling students.
5. Development of new processes and systems, which redefine teaching performance standards (best instructional practices) and their relationship to performance evaluation and professional development. The District plans to begin this work with teachers and administrators during the 2006/2007 year by operationally defining the Washington State Teaching Performance Standards. This work will continue throughout the two-year period wavier request period.

Over the past ten years we have made progress in the areas of curriculum, instruction and assessment. According to state and local testing results, our students are improving in math, reading, writing and science areas. However there is still much work to be done to build a coherent, focused system-wide instructional program that will maximize student learning and manage staff workload. We will continue to ensure that our organizational decisions, policies, and procedures are aligned in support of enhancing student learning.

**How the District Plans to Determine if Higher Standards are Met:**

The Ferndale School District will determine if it has achieved higher standards and narrowed the achievement gap by:

- ④ Using state and district assessment information including WASL performance, on-time graduation rate, Mapping Academic Progress Assessment data, and district reading and writing assessment results. Reports on student achievement will be prepared annually and reviewed by school improvement teams, principals, and the board of directors, parents and the community at large.
- ④ The board of directors will review school improvement plans annually.
- ④ The documentation of extended learning programs, student participation and student achievement will be made known to the community in our annual report to our constituents.

**Evidence that the Board of Directors, Teachers, Administrators and Classified Employees are Committed to Working Cooperatively in Implementing the Plan:**

During negotiations with various labor groups, the need for training, time to communicate and collaborate and the time to implement new programs was a constant theme. The previous calendar was cooperatively developed with the Ferndale Education Association, our classified bargaining groups and shared with school community groups. Staff made it known through extensive surveys that the inclusion of late arrival times in the calendar was insufficient to meet the identified professional development and improvement of student performance goals identified by the district through school improvement plans. Staff surveys indicated the need for more sustained and focused time in training, discussion and implementation of reform efforts. They saw the reduced student calendar as a viable model. As a contributing author of the calendar, the Ferndale Education Association supports the district's request for this waiver. Administrators strongly support the change in the calendar as it provides an improvement in the quality of instructional delivery on a daily basis as a result of the improved quality of the professional development activities for teachers and staff. Administrators and school improvement teams feel collaborative time, follow-up for professional development and feedback regarding implementation efforts contribute significantly to the improvement of performance shown by our students.

**Evidence that Opportunities were Provided for Parents and Citizens to be Involved in the Development of the Plan:**

Each year, parents in the Ferndale School District are surveyed via a telephone survey process with regards to the development of the school calendar. Parents generally understand and support the Board's interest in maintaining time currently available for individual and collaborative professional development activities. In fact, parents indicated they were less concerned about the number of days students attended school and more concerned about the interruptions caused by late arrival days embedded in the calendar. Parents preferred the inclusion of more full-days in the academic calendar for staff learning and school improvement efforts in lieu of fewer late arrival dates. We believe this above requested waiver will satisfy the stake holders of our district by providing better outcomes for students while maintaining the strong instructional program already available to students in the Ferndale School District.

Attached are the achievement results for students in the WASL tested areas over past ten years. These results serve as evidence that the Ferndale School District is highly committed to excellence for our students and has the capacity, given the time, to continuously improve student performance.

FERNDAL SCHOOL DISTRICT NO. 502  
Ferndale, Washington 98248

RESOLUTION NO. 16-2006

A resolution of the Board of Directors of Ferndale School District No. 502, Whatcom County, Washington, to request a waiver for grades K-12 from the State Board of Education minimum 180 day school year requirement for the 2006-07 school year.

WHEREAS, the Washington State Board of Education has recognized the importance of and has established waivers for restructuring purposes (WAC 180-18-040-060); and

WHEREAS, Ferndale School District School Improvement Plans for each school have the goal of making changes that will significantly increase the learning and performance of all students; and

WHEREAS, the district has determined that staff and parents support a school calendar that provides time for the purpose of allowing staff collaboration and professional development to further develop curriculum and instructional practices that support all students achieving standard; and

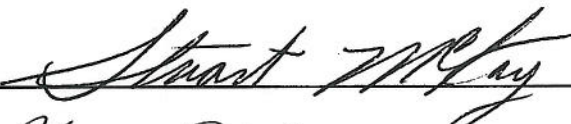

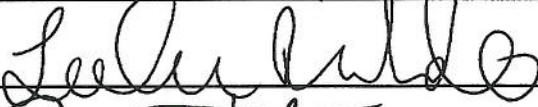

WHEREAS, staff and parents recommend eliminating the professional development late arrival days without reducing the total amount of time available for professional development activities; and

WHEREAS, the school district will offer the equivalent annual minimum hour offerings as prescribed in RCW 28A.150.220; and

WHEREAS, we recognize that while this distribution of days results in a waiver request, the overall amount of learning time is equivalent and more optimally structured on full instructional days rather than late arrival days.

NOW, THEREFORE, BE IT RESOLVED, that Ferndale School District No. 502 Board of Directors hereby requests a two (2) day waiver from the minimum 180 day school year requirement for the 2006-07 school year. During this time, staff will participate in collaborative planning; school-wide, grade-level and department level professional development; alignment of curriculum, and development of authentic student assessments to inform and improve instruction.

ADOPTED by the Board of Directors of Ferndale School District No. 502, Whatcom County, Washington, at an open public meeting thereof, held on the 27th day of July 2006, the following Directors being present and voting:

By:   
  
  
  
\_\_\_\_\_  
Directors

ATTEST:

  
Secretary to the Board



### 4th Grade Reading

Ferndale	State
<u>1997-98</u>	59.1%
<u>1998-99</u>	61.7%
<u>1999-00</u>	67.1%
<u>2000-01</u>	70.4%
<u>2001-02</u>	63.8%
<u>2002-03</u>	65.4%
<u>2003-04</u>	67.0%
<u>2004-05</u>	75.7%
<u>2005-2006</u>	81.7%

### 7th Grade Reading

Ferndale	State
<u>1997-98</u>	40.4%
<u>1998-99</u>	45.7%
<u>1999-00</u>	43.0%
<u>2000-01</u>	46.7%
<u>2001-02</u>	48.2%
<u>2002-03</u>	50.0%
<u>2003-04</u>	66.8%
<u>2004-05</u>	78.8%
<u>2005-2006</u>	67.2%

### 10th Grade Reading

Ferndale	State
<u>1998-99</u>	47.1%
<u>1999-00</u>	65.8%
<u>2000-01</u>	57.3%
<u>2001-02</u>	56.9%
<u>2002-03</u>	51.2%
<u>2003-04</u>	51.3%
<u>2004-05</u>	72.8%
<u>2005-2006</u>	88.2%

### 4th Grade Math

Ferndale	State
<u>1997-98</u>	31.2%
<u>1998-99</u>	37.3%
<u>1999-00</u>	41.8%
<u>2000-01</u>	43.4%
<u>2001-02</u>	51.8%
<u>2002-03</u>	55.2%
<u>2003-04</u>	59.9%
<u>2004-05</u>	60.6%
<u>2005-2006</u>	62.8%

### 7th Grade Math

Ferndale	State
<u>1997-98</u>	
<u>1998-99</u>	
<u>1999-00</u>	
<u>2000-01</u>	
<u>2001-02</u>	
<u>2002-03</u>	36.7%
<u>2003-04</u>	49.5%
<u>2004-05</u>	62.6%
<u>2005-2006</u>	57.7%

### 10th Grade Math

Ferndale	State
<u>1998-99</u>	35.0%
<u>1999-00</u>	41.0%
<u>2000-01</u>	46.8%
<u>2001-02</u>	29.9%
<u>2002-03</u>	34.5%
<u>2003-04</u>	46.8%
<u>2004-05</u>	52.3%
<u>2005-2006</u>	56.5%

### 4th Grade Writing

Ferndale	State
<u>1997-98</u>	36.7%
<u>1998-99</u>	32.6%
<u>1999-00</u>	39.4%
<u>2000-01</u>	43.3%
<u>2001-02</u>	49.5%
<u>2002-03</u>	53.6%
<u>2003-04</u>	55.8%
<u>2004-05</u>	57.5%
<u>2005-2006</u>	62.5%

### 7th Grade Writing

Ferndale	State
<u>1997-98</u>	41.5%
<u>1998-99</u>	49.2%
<u>1999-00</u>	44.1%
<u>2000-01</u>	63.9%
<u>2001-02</u>	64.8%
<u>2002-03</u>	56.2%
<u>2003-04</u>	65.7%
<u>2004-05</u>	68.5%
<u>2005-2006</u>	69.3%

### 10th Grade Writing

Ferndale	State
<u>1998-99</u>	41.2%
<u>1999-00</u>	27.5%
<u>2000-01</u>	49.3%
<u>2001-02</u>	53.4%
<u>2002-03</u>	46.1%
<u>2003-04</u>	61.0%
<u>2004-05</u>	63.0%
<u>2005-2006</u>	82.4%

## Professional Responsibility Stipend Verification Form

Certificated employees have the opportunity under ARTICLE XII, Section 1 of the Collective Bargaining Agreement between the Ferndale School District ("District") and Ferndale Education Association ("Association") to earn additional compensation beyond their regular pay for additional time, additional responsibilities, or incentive. The District and Association agree the types of professional activities envisioned by

ARTICLE XII, , Section 1 and performed outside the regular contracted workday or work year include at least the following:

This form is intended to indicate fulfillment of additional responsibilities beyond those performed during the regular workday or work year.

- I. preparation of the classroom or workspace before, after, and during the school year for quality instruction or support of instruction;
- II. building activities outside the workday, such as fall and spring open houses, curriculum nights, parent education nights, school and community functions, and concerts;
- III. self-reflection, goal setting, and related professional growth activities such as workshops, classes, conferences, seminars or research projects;
- IV. grade level, department, building, job-alike and/ or District committees, task forces, processes, and activities; and
- V. fulfillment of basic contract expectations that may fall outside the regular workday such as planning of instruction and curriculum, attendance at staff meetings, the evaluation of student work, the preparation of student assessments, the preparation of summative progress and grade reports for timely distribution, IEP and Section 504 meetings, culminating projects and communicating with parents and students.

### Verification and Certification:

I hereby certify that I have fulfilled the above professional activities outside my regular contracted workday or work year, thereby completing my supplemental pay agreement. (Certification of completion of professional activities must be submitted by June 30.)

\_\_\_\_\_  
Certificated Employees Name (Please print)

\_\_\_\_\_  
Signature of Employee

\_\_\_\_\_  
Date:

\_\_\_\_\_  
Signature of Supervisor/Principal

\_\_\_\_\_  
Date: