



# THE WASHINGTON STATE BOARD OF EDUCATION

*A high-quality education system that prepares all students for college, career, and life.*

## WAIVER APPLICATION FOR SUBSTANTIAL LACK OF CLASSROOM SPACE

The State Board of Education's authority to grant waivers from basic education program requirements is RCW 28A.305.140 and RCW 28A.655.180(1). The rule that governs requests for waiver from the minimum 180-day school year requirement for substantial lack of classroom space is [WAC 180-16-225](#).

### Instructions

#### **FORM AND SCHEDULE**

School districts requesting a waiver must use the SBE Waiver Application Form. The application form and all supporting documents must be received by the SBE at least forty (30) calendar days prior to the SBE meeting at which consideration of the waiver request will occur. The Board's meeting schedule is posted on its website at <http://www.sbe.wa.gov>. It may also be obtained by calling 360.725.6047.

#### **APPLICATION CONTENTS:**

The application form must include, at a minimum, the following items:

1. A proposed school calendar for each of the years for which the waiver is requested.
2. A summary of the collective bargaining agreement with the local education association providing the information specified in WAC 180-18-050(1).
3. A resolution adopted and signed by the district board of directors requesting the waiver. The resolution must identify:

The cause of the substantial lack of classroom space (Please describe in detail).

Whether the school facilities contain enough classroom space or other space that can reasonably be converted into classroom space to enable the district to comply with the referenced entitlement requirements.

Whether the necessary classroom space could be acquired by lease or rental to enable the district to comply with the referenced entitlement requirements.

A statement attesting that if the waiver is granted, the district will meet the minimum instructional hour offerings for basic education in grades one through twelve per RCW 28A.150.220(2)(a).

Applications for new waivers require completion of Sections A and B of the application form.

Applications for renewal of current waivers require completion of Sections A and B.

**SUBMISSION PROCESS:**

Submit the completed application with the local board resolution and supporting documents (preferably via e-mail) to:

Parker Teed  
Washington State Board of Education  
P.O. Box 47206  
Olympia, WA 98504-7206  
360-725-6047  
[parker.teed@k12.wa.us](mailto:parker.teed@k12.wa.us)

The SBE will provide written confirmation (via e-mail) of receipt of the application materials.

**PART A: FOR ALL APPLICATIONS:**

School District Information	
District:	Port Townsend School District
Superintendent	John A. Polm Jr.
County	Jefferson
Phone	360-379-4501
Mailing Address	1610 Blaine St. Port Townsend, Washington 98368

Contact Person Information	
Name	John A. Polm Jr.
Title	Superintendent
Phone	360-379-4501
Email	<a href="mailto:jpolm@ptschools.org">jpolm@ptschools.org</a>

Application type:	
New Application or Renewal Application	New Application (As per WAC 180-16-225 substantial lack of classroom space.)

Is the request for all schools in the district?	
Yes or No	No

Is the request for all schools in the district?	
If no, then which schools or grades is the request for?	Salish Coast Elementary School (PK-5)

How many days are requested to be waived, and for which school years?	
Number of Days	Five (5) Days (September 4, 5, 6, 7, and 10)
School Years	2018-2019

Will the district be able to meet the minimum instructional hour offering required by	
Yes or No	Yes, the elementary would have 175 days of school and a district-wide average of 1033 hours of instruction.

On the questions below please provide as much detail as you think will be helpful to the Board. Any attachments should be numbered to indicate the question(s) to which the documents apply.

The format for responses can vary to accommodate the information being provided (e.g., narrative, tabular, spreadsheet).

*What is the cause of the substantial lack of classroom space? (Please describe in detail)*

The cause of substantial lack of classroom space is due to the following:

- The elementary school has been under construction and scheduled to be completed in August 2018 to open September 4, 2018. See: <https://www.peninsuladailynews.com/news/strike-could-delay-salish-coast-elementary-schools-opening-day/>.
- A labor dispute between the International Union of Operating Engineers (IUOE) Local 302 began on August 21, 2018 that resulted in work stoppage on that day. The work stoppage is ongoing as of August 29, 2018. See: <http://www.peninsuladailynews.com/news/strike-creates-one-week-delay-for-new-elementary-school-in-port-townsend/>.
- Picketing of the elementary construction site took place on August 22, 2018 and August 23, 2018 resulting in all union work stopping. See: <http://www.iuoe302.org/>.
- The impact of the work stoppage delayed critical work paths to enable fire, building, health and other inspections to take place as scheduled. Some safety items are not complete at this time



due to lack of paved fire lane and some exposed campus areas, but will be completed by September 11, 2018. See attached work plan. (Attachment A)

- The district is working with the City of Port Townsend on a temporary occupancy permit. Attached documents have been submitted to the City and we expect occupancy by September 11, 2018. (Attachments B-D)
- WAC 392-129-100 states that a school emergency closure means a school that is unsafe, unhealthy, inaccessible, or inoperable due to actions or inactions by one or more persons. The current situation is deemed unsafe and inaccessible until inspected and approved by City officials. Scheduled inspections begin August 29, 2018 through August 31, 2018. City officials informed the district that their analysis and response would not be prepared by September 4, 2018, but would be prepared later in the week of September 4, 2018.

*Do the school facilities contain enough classroom space or other space that can reasonably be converted into classroom space to enable the district to comply with the referenced entitlement requirements? If not, why?*

- The school district demolished the prior elementary school in summer of 2018 in anticipation of the opening of Salish Coast Elementary. There are no other vacant school facilities in the district. There are approximately 500 students scheduled to attend Salish Coast Elementary.

*Can the necessary classroom space be acquired by lease or rental to enable the district to comply with the referenced entitlement requirements? If not, why?*

- The district explored community facilities, including Fort Worden. There are no facilities available that could accommodate 500 students for school.

#### **PART B. LAST STEPS:**

Please print a copy for your records.

Mail or email the school board resolution, supporting documents, and this application to the email or mailing address on the first page. (E-mail is preferable.)

Ensure supplemental documents clearly identify the questions that the documents support.

Thank you for completing this application.



# PORT TOWNSEND School District

LEARNING THROUGH A SENSE OF PLACE

**Superintendent**  
Dr. John A. Polm, Jr.

**Board of Directors**  
Connie Welch, Chair  
Jennifer James-Wilson  
Laura Tucker  
Nathanael O'Hara  
Keith White

August 29, 2018

Parker Teed  
Washington State Board of Education  
P.O. Box 47206  
Olympia, WA 98504-7206

Dear Mr. Teed,

The Port Townsend School District requests a waiver from the minimum 180-day school year requirement for one school in the district due to substantial lack of classroom space as per WAC 180-16-225.

The District recognizes the State Board of Education's authority to grant waivers from basic education program requirements as per RCW 28A.305.140 and RCW 28A.655.180(1).

The waiver is only for Salish Coast Elementary. The District requests the waiver due to financial hardship and logistical hardship of trying to attempt to run food service and transportation for only one of our school buildings. In addition, the hardship for parents who have students in more than one building would be very difficult.

The accompanying documentation fulfills the application content requirements.

- Resolution to be adopted by the district board of directors on September 6, 2018
- An application form
- Proposed school calendar
- Documents supporting the plans for the school when in operation
- A bell schedule and overall district basic education hours

Also, the collective bargaining agreement indicates a 180 student day contract plus six additional days. The contract was ratified on August 28, 2018 by the local PTEA and will be approved by the Board of Directors on September 6, 2018. It should not be a factor in this application, however if the document is necessary to the application, it can be sent via pdf. The prior CBA can be accessed at [http://ptschools.org/UserFiles/Servers/Server\\_154927/File/For%20Staff/contracts/2016-17%20thru%202017-18%20PTEA.pdf](http://ptschools.org/UserFiles/Servers/Server_154927/File/For%20Staff/contracts/2016-17%20thru%202017-18%20PTEA.pdf).

Thank you for your consideration.

Sincerely,

A handwritten signature in black ink that reads "John A. Polm, Jr."

John A. Polm, Jr.  
Superintendent

1610 Blaine Street, Port Townsend, WA 98368  
Phone: 360-379-4501      Fax: 360-385-3617

[www.ptschools.org](http://www.ptschools.org)