

STATE BOARD OF EDUCATION

HEARING TYPE: X ACTION

DATE: July 19-20, 2007

SUBJECT: Request for Waiver from the 180-Day School Year Requirement for Morton, Pomeroy, And Sultan School Districts

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

PRESENTER: Dr. Evelyn Hawkins, Research Associate
State Board of Education

RECOMMENDATION:

Staff recommends that the State Board of Education (SBE) approve the waiver requests from the minimum 180-day school year for 2007-2008 school year for Morton, Pomeroy, and Sultan school districts.

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 with assurance that they meet the annual minimum instructional hour offerings requirement in such grades as are conducted by the school district as prescribed in RCW 28A.150.220.

Below are brief summaries of the district requests. The full applications will no longer be provided in the Board packets. Board members wanting to have the full applications should contact Evelyn Hawkins at 360.725.6501 or Evelyn.Hawkins@k12.wa.us.

Recommended for Approval:

Morton School District

Morton, Lewis County

District Enrollment (2005-06): 440

District Schools: Morton Elementary, Morton Junior-Senior High School

Five (5) waiver days requested

The Morton school district is requesting five waiver days for the 2007-08 school year. The district will use its waiver days along with its two learning improvement days (LID) for the following activities:

- » To provide staff training in (1) motivating and engaging students to reach their full potential; (2) helping parents become more active and involved in their children's school experiences, and (3) using authentic measurement tools (the WASL, classroom-based assessments, MAP, and DIBELS) to inform and, thereby, increase the rate of growth of student learning in reading, writing, math, and science.
- » To improve collaboration and communication among staff from grades P-12 with an emphasis on implementing high standards for student learning.
- » To revise its school improvement plans and to produce 3-5 year action plans focused on district-wide coherent and systemic school improvement efforts.

The district will use WASL results to determine the impacts on student learning. It plans to administer the state's Nine Characteristics of High Performing Schools survey to students, staff, and parents to determine improvement in levels of communication and collaboration.

Staff worked collaboratively with the Morton school community in prioritizing the districts instructional needs and determining the need for these waiver days. Morton is a small school district with relatively limited resources. Waiver days provide them with the flexibility and consistency essential for effective staff training and team building.

Pomeroy School District

Pomeroy, Garfield County

District Enrollment (2005-06): 379

District Schools: Pomeroy Elementary, Pomeroy Junior-Senior High School

Three (3) waiver days requested

The Pomeroy school district is requesting three waiver days for the 2007-08 school year. The district has a 3-year initiative beginning with the 2007-08 school year for providing professional staff time aimed at increasing the number of students who attain standards on the WASL in mathematics, reading and writing and attaining its goal of graduating 100 percent of its students.

The district will use its waiver days in coordination with its two learning improvement days (LID) for professional development and collaborative activities for staff to work across grades 1-12 and across school buildings at the same grade level. The activities that staff will engage in include school improvement planning and implementation efforts, including the possibility of reorganizing their school day and system-at large; curriculum alignment across grade levels in the core areas of mathematics, science, and English; and vertical teaming and planning for appropriate instructional interventions. Pomeroy is expecting these efforts to lead to improvements in student performance on the WASL and other assessments, and, ultimately, increase their graduation rate from 93 percent to 100 percent.

Through calendar negotiations, the district learned that there was a concern about the need for longer periods of time to collaborate on various professional development initiatives. Also, through an established, but informal, communication network with parents, the district learned that parents found late start days confusing. The request for waiver days satisfies both concerns: waiver days will eliminate the district's need for late start days (the district

previously used 7 late start days), and will not reduce the total amount of time for professional development activities, but will provide for consolidated time that is expected to yield more benefit to student learning.

Sultan School District

Sultan, Snohomish County

District Enrollment (2005-06): 2,258

District Schools: Gold Bar Elementary, Sultan Elementary, Sultan Middle School, Sultan High School

Five (5) waiver days requested

The Sultan school district is requesting five waiver days for the 2007-08 school year. The district will use the waiver days in conjunction with three learning improvement days (LID) for teachers, other certificated staff, and administrators to work together to plan and implement education reforms designed to increase student achievement. Before school starts, two waiver and two LID days will be used for analyzing assessment data, working in building teams to formulate learning improvement plans for the school year, and establishing a plan for involving parents in the learning and teaching process. Each building will establish learning goals for the school year; progress toward these goals will be reported to the school board and to parents throughout the school year. In January 2008, a LID day will be used to assess progress toward the learning goals and to make modifications to the learning improvement plans, if necessary. Two waiver days will be held in March 2008 to further assess progress and make adjustments, as needed. During these two days, cross-school meetings will be held to share successes and challenges and to discuss the process of transitioning students between buildings. The final waiver day will be held in June and will involve evaluating data, assessing the progress made during the year, and preparing and adjusting goals for the next school year.

Sultan's main assessment tool is the WASL. The district; however, combines WASL information with other assessments such as DIBELS, Read Well, Read Fluently, STAR Math and Reading, and Accelerated Math and classroom-based assessments to diagnose specific target areas and goals.

Based on input from administrators, teachers, classified staff, and parents, the district decided that the continuous time offered through waiver days provides better professional discussions among staff, increased input and communication from classified staff, less financial hardship for the district, and less inconvenience for parents. Waiver days will allow the district to eliminate the half-days utilized presently for planning and in-service.

STATE BOARD OF EDUCATION

HEARING TYPE: X INFORMATION/ACTION

DATE: **July 19-20, 2007**

SUBJECT: **Approval of 2008 and 2009 Meeting Dates and Locations**

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

PRESENTER: Loy McColm, Executive Assistant
State Board of Education

RECOMMENDATION:

Staff recommends that the State Board of Education adopt the proposed meeting dates and locations for the 2008 and 2009, State Board meetings.

Washington State Board of Education
Proposed Meeting Dates and Locations for 2008 and 2009

Proposed Dates/Locations for 2008	Proposed Dates/Locations for 2009
<p style="text-align: center;">January 9-10 Olympia Olympia School District Knox Building</p>	<p style="text-align: center;">January 14-15 Olympia Bower Learning Center or North Thurston School District</p>
<p style="text-align: center;">March 26-27 Tumwater New Market Skills Center</p>	<p style="text-align: center;">March 25-26 Olympia ESD 113</p>
<p style="text-align: center;">May 14-15 Bellingham Whatcom Community College</p>	<p style="text-align: center;">May 13-14 Wenatchee ESD 171</p>
<p style="text-align: center;">July 23-24 Vancouver Evergreen School District Building</p>	<p style="text-align: center;">July 17-18 TBD</p>
<p style="text-align: center;">August 18-19 Retreat Eastern Washington</p>	<p style="text-align: center;">August 10-11 Retreat Ocean Shores</p>
<p style="text-align: center;">September 24-25 Yakima ESD 105</p>	<p style="text-align: center;">September 16-17 Seattle PSESD or skills center</p>
<p style="text-align: center;">November 5-6 Seattle Highline Community College</p>	<p style="text-align: center;">November 4-5 Seattle PSESD or skills center</p>

STATE BOARD OF EDUCATION

HEARING TYPE: X INFORMATION/NO ACTION

DATE: **July 19-20, 2007**

SUBJECT: **Minimum Basic Education Requirement Compliance Form
1497 Revision**

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

PRESENTERS: Dr. Kathe Taylor, Policy Director
State Board of Education

BACKGROUND:

Each year, the Board requires school district superintendents and the school board president to sign the Minimum Basic Education Requirement Compliance Form 1497. By signing the form, districts are agreeing that they are in compliance with the total instructional hours offering, classroom teacher ratio, minimum 180-day school year, and, as of May 2007, state high school graduation minimum requirements.

In May, 2007, the Board took action to add to Form 1497 a statement about State High School Graduation Minimum Requirements. The form, as amended, now states:

Minimum state credits (19) in all subject areas are aligned with the high school standards at a minimum, to grades 9/10 grade level expectations or state essential academic learning requirements at Benchmark 3 (high school).

To establish a baseline of current district high school graduation requirements, the Meaningful High School Diploma Committee collected the graduation requirements for all 246 districts with high schools. In that process, the Committee discovered that a few districts were not meeting the state's minimum requirements. For that reason, the Committee recommends that the Board add to Form 1497 another statement about compliance with minimum high school graduation requirements.

RECOMMENDATION:

The Meaningful High School Diploma Committee recommends that the sentence, "District high schools meet all state minimum graduation requirements" be added to Form 1497 under the section, "State High School Graduation Minimum Requirements."

Under this tab you will find the actual memo that will be sent to districts at the end of August 2007, as well as Form 1497 with the proposed change highlighted in red.



WASHINGTON STATE BOARD OF EDUCATION

OLD CAPITOL BUILDING • ROOM 253 • P.O. Box 47206 • 600 S.E. WASHINGTON • OLYMPIA, WA 98504-7206

August 31, 2007

(X) Action Required
Date Due: November 2, 2007

FUNDING ANNOUNCEMENT – TIME SENSITIVE

TO: Educational Service District Superintendents
Chief School District Administrators
School District Business Managers

FROM: Edie Harding, Executive Director
State Board of Education

RE: **Minimum Basic Education Program Requirement Compliance**

It is time to complete the **Minimum Basic Education Compliance** FORM SPI 1497 for the 2007–08 school year. Reporting on this form gives assurance to the State Board of Education (SBE) that school districts are in compliance with the minimum requirements of the Basic Education Act, as well as related requirements determined by the SBE.

To conserve expenses, this memorandum and FORM SPI 1497 are posted on the SBE Web site at www.sbe.wa.gov and should be **downloaded**. School districts **ARE REQUIRED** to complete FORM SPI 1497 (one page) and mail one original copy with signatures of the superintendent and board chair, to the State Board of Education, Basic Education Assistance Section, by **November 2, 2007**. (See SBE address in the last paragraph of this memorandum.)

The following statutory requirements will continue to be reported to the SBE on FORM SPI 1497.

- **Total Instructional Hour Offering (RCW 28A.150.220/WAC 180-16-200)**
Kindergarten offering of 450 hours. Grades 1–12 offering of a district-wide annual average of 1,000 hours linked to the Essential Academic Learning Requirements and other district-determined subjects/activities (not tied to grade spans).
- **K–3/4–12 Students to Classroom Teacher Ratio (RCW 28A.150.250/WAC 180-16-210)** The district ratio of students per classroom teacher in grades kindergarten through three is not greater than the ratio of students to classroom teacher in grades four and above.

FUNDING ANNOUNCEMENT

Page Two

August 31, 2007

- **Minimum 180-Day School Year (RCW 28A.150.220(3)/WAC 180-16-215)**

The 180-day program is accessible to all legally eligible students, including students with disabilities, five years of age, and under 21 years of age who have not completed high school graduation requirements.

Additional Changes to the Form Approved by the State Board of Education in 2007 include:

- **State High School Graduation Minimum Requirements (RCW 28A.230.090/WAC 180-51-061)**

The Board is asking districts to indicate compliance on their state minimum high school graduation requirements. All high schools in the district are required to ensure that students take the minimum 19 state credits in all subject areas. In addition, the district must ensure that the minimum state credits are aligned at a minimum with the grades 9/10 grade level expectations or state essential academic learning requirements at Benchmark 3 (high school).

FORM SPI 1497 does not require back-up documentation. However, please be advised that you may need to provide such back-up documentation for auditing purposes.

Requests for further information or clarification of this entitlement application should be directed to *** (new staff member to be hired by Aug 1) the Washington State Board of Education, Basic Education Assistance, Room 253C, Old Capitol Building, P.O. Box 47206, Olympia, WA 98504-7206, (360) 725-6025 or TTY (360) 664-3631.

EH
Attachment



STATE BOARD OF EDUCATION
 Old Capitol Building, PO BOX 47206
 OLYMPIA WA 98504-7206
 (360) 725-6025 TTY (360) 664-3631
 Web site: www.sbe.wa.gov

DRAFT

MINIMUM BASIC EDUCATION REQUIREMENT COMPLIANCE

2007-08 School Year

SCHOOL DISTRICT NAME		COUNTY
CONTACT PERSON		TELEPHONE NUMBER ()

Check One

In Compliance Not In Compliance

Total Instructional Hour Offering - (RCW 28A.150.220) (WAC 180-16-200)

Grades 1-12 offer a district-wide annual average of 1,000 instructional hours.

K-3/4-12 Students to Classroom Teacher Ratio - (RCW 28A.150.250) (WAC 180-16-210)

The district ratio of FTE classroom students to FTE classroom teachers in Grades K-3 is no greater than the district ratio of FTE classroom students to FTE classroom teachers in Grades 4 and above.

Minimum 180-Day School Year - (RCW 28A.150.220) (WAC 180-16-215)

The school year consists of no less than 180 separate school days for students in Grades 1 and above and is accessible to all legally eligible students. If your district has a waiver from the 180-day school year requirement, the district-wide annual average instructional hour offering must still be 1,000 hours.

180-Day Kindergarten School Year/Total Instructional Hour Offering (RCW 28A.150.220) (WAC 180-16-200) (WAC 180-16-215)

The kindergarten program consists of no less than 180 half days, or the equivalent, per school year.
 Less than 180 separate half days are offered in each kindergarten section and no less than 450 total program hours offered. (If this box is checked, attach a copy of the schedule.)

State High School Graduation Minimum Requirements (RCW 28A.230.090) (WAC 180-81-061)

Minimum state credits (19) in all subject areas are aligned with the high school standards at a minimum, to grades 9/10 grade level expectations or state essential academic learning requirements at Benchmark 3 (high school).

Certification of Compliance

We hereby certify that the board of directors has been apprised and that the _____ School District, meets all the requirements relating to the minimum requirements of state basic education programs and, that all deviations from these rules and regulations of the Washington State Board of Education are recorded.

The withholding of basic education allocation funding from a school district may occur for a noncompliance. (See full text in WAC 180-16-195(3)(d).)

We understand that FORM SPI 1497 will not require back-up documentation to be attached; however, that back-up documentation may need to be provided for auditing purposes.

Signature of School District Superintendent

Date

Signature of Board President or Chair

Date

STATE BOARD OF EDUCATION

HEARING TYPE: X ACTION

DATE: **July 19–20, 2007**

SUBJECT: **Approval of Private Schools for 2007-08 School Year**

SERVICE UNIT: Martin T. Mueller, Assistant Superintendent
Office of Superintendent of Public Instruction
Student Support

PRESENTER: Dr. Kathe Taylor, Policy Director
State Board of Education

RECOMMENDATION:

- » The schools herein listed, having met the requirements of RCW 28A.195 and are consistent with the State Board of Education rules and regulations in chapter 180-90 WAC, be approved as private schools for the 2007–08 school year.

BACKGROUND:

Each private school seeking State Board of Education approval is required to submit an application to the Office of Superintendent of Public Instruction. The application materials include a State Standards Certificate of Compliance and documents verifying that the school meets the criteria for approval established by statute and regulations. A more complete description is attached for reference.

Enrollment figures, including extension student enrollment, are estimates provided by the applicants. Actual student enrollment, number of teachers, and the teacher preparation characteristics will be reported to OSPI in October. This report generates the teacher/student ratio for both the school and extension programs. Pre-school enrollment is collected for information purposes only.

Private schools may provide a service to the homeschool community through an extension program subject to the provisions of RCW 28A.200. These students are counted for state purposes as private school students.



SUPERINTENDENT OF PUBLIC INSTRUCTION

DR. TERRY BERGESON OLD CAPITOL BUILDING • PO BOX 47200 • OLYMPIA WA 98504-7200 • <http://www.k12.wa.us>

July 3, 2007

TO: The State Board of Education

FROM: Martin T. Mueller, Assistant Superintendent
Student Support

RE: Private School Approval

During the July meeting the State Board of Education will be asked to approve Private Schools for the 2007-08 school year. Recognizing that this process is new to many of the Board members, we are providing some background material that may answer questions of "why" and "for what purpose."

Annual approval of Private Schools has been a function of the State Board of Education since the early 70's. OSPI has the responsibility of submitting schools for approval based upon specific criteria. Some schools fail to meet the deadline for July approval and therefore a small number may appear on the September agenda. For example, we have a small group of six schools presently in the Initial application process that have not been able to provide the required documents for approval by the June 22, 2007 deadline for materials, but I fully anticipate full compliance by the September Board meeting. There is an additional set of ten schools that are out of compliance in submitting the required enrollment/staff data for the 2006-07 school year that will not be presented for approval unless they come into full compliance by the September Board meeting. On average, 500 schools are approved each year with enrollment ranging from 1 to nearly 1500.

The State has provided the framework for Private Schools and their approval in RCW 28A.195.010 with specific requirements outlined in the remainder of the chapter and WAC 180.90 (Both attached).

The legislature hereby recognizes that private schools should be subject only to those minimum state controls necessary to insure the health and safety of all the students in the state and to insure a sufficient basic education to meet usual graduation requirements. The state, any agency or official thereof, shall not restrict or dictate any specific educational or other programs for private schools except as hereinafter in this section provided. RCW 28A.195.010



- The Office of Private Education verifies that the school:
 - Provides at least the minimum instructional hour offerings:
 - 450 hours for students in Kindergarten.
 - 1000 hours for students in Grades 1 through 12.
 - Has a minimum of one Washington State certificated teacher and that all other instructors hold the appropriate credentials to meet the state standards.
 - Maintains a ratio of 1 credentialed teacher to 25 students.
 - Providing a home extension program offers a minimum average each month of one contact hour per week with a Washington State certificated teacher for each extension student.
 - Has safeguards in place to protect permanent records
 - Facility is in compliance with local health and fire safety standards.
 - Curriculum includes instruction, per RCW 28A.195.010, in the basic skills of:
 - ✓ Occupational Education
 - ✓ Science
 - ✓ Mathematics
 - ✓ Language
 - ✓ Social Studies
 - ✓ History
 - ✓ Health
 - ✓ Reading
 - ✓ Writing
 - ✓ Spelling
 - ✓ Development of appreciation of art and music
- In sufficient units to meet State Board of Education graduation requirements.
- Maintains up-to-date policy statements that are readily available to parents/guardians and OSPI.
 - Does not engage in a policy of racial segregation or discrimination.
- Approval is granted annually and is completed electronically with an online application process.
 - Approval as a private school is prerequisite to participation in federal programs through the local school district.
 - Students from approved private schools may participate part time in courses and ancillary services in the local school district.

In addition, the Private School Advisory Committee (PSAC), made up of private school representatives, meets three times per year to review, clarify, discuss, and propose policies and procedures related to private school approval and accreditation. The State Board Private School representative, Jack Schuster, is a member of PSAC.

Only approved Private Schools may apply for accreditation by a State Board of Education approved accrediting body.

Questions regarding the Private School approval process may be addressed to Kristen Smith at (360)-725-6433, TTY (360)-664-3631, kristen.smith@k12.wa.us or Martin Mueller at (360)725-6175, TTY (360)664-3631, or martin.mueller@k12.wa.us

Attachments

Chapter 28A.195 RCW

Chapter 180-90 WAC

Sample Certificate of Compliance

Only approved Private Schools may apply for accreditation by a State Board of Education approved accrediting body.
Questions regarding the Private School approval process may be addressed to Kristin Smith at (360) 755-6433, TTY (360) 884-0831, kristin.smith@k12.wa.us or Mary Mueller at (360) 755-8175, TTY (360) 884-3881, or mary.mueller@k12.wa.us

Attachments:

- Chapter 28A RCW
- Chapter 180-90 WAC
- Sample Certificate of Compliance

Chapter 28A.195 RCW

Private schools

Chapter Listing

RCW Sections

- 28A.195.010 Private schools -- Exemption from high school assessment requirements -- Extension programs for parents to teach children in their custody.
- 28A.195.020 Private schools -- Rights recognized.
- 28A.195.030 Private schools -- Actions appealable under Administrative Procedure Act.
- 28A.195.040 Private schools -- Board rules for enforcement -- Racial segregation or discrimination prohibited.
- 28A.195.050 Private school advisory committee.
- 28A.195.060 Private schools must report attendance.
- 28A.195.070 Official transcript withholding -- Transmittal of information.
- 28A.195.080 Record checks -- Findings -- Authority to require.

28A.195.010

Private schools — Exemption from high school assessment requirements — Extension programs for parents to teach children in their custody.

The legislature hereby recognizes that private schools should be subject only to those minimum state controls necessary to insure the health and safety of all the students in the state and to insure a sufficient basic education to meet usual graduation requirements. The state, any agency or official thereof, shall not restrict or dictate any specific educational or other programs for private schools except as hereinafter in this section provided.

Principals of private schools or superintendents of private school districts shall file each year with the state superintendent of public instruction a statement certifying that the minimum requirements hereinafter set forth are being met, noting any deviations. After review of the statement, the state superintendent will notify schools or school districts of those deviations which must be corrected. In case of major deviations, the school or school district may request and the state board of education may grant provisional status for one year in order that the school or school district may take action to meet the requirements. The state board of education shall not require private school students to meet the student learning goals, obtain a certificate of academic achievement, or a certificate of individual achievement to graduate from high school, to master the essential academic learning requirements, or to be assessed pursuant to RCW 28A.655.061. However, private schools may choose, on a voluntary basis, to have their students master these essential academic learning requirements, take the assessments, and obtain a certificate of academic achievement or a certificate of individual achievement. Minimum requirements shall be as follows:

- (1) The minimum school year for instructional purposes shall consist of no less than one hundred eighty school days or the equivalent in annual minimum program hour offerings as prescribed in RCW 28A.150.220.
- (2) The school day shall be the same as that required in RCW 28A.150.030 and 28A.150.220, except that the percentages of total program hour offerings as prescribed in RCW 28A.150.220 for basic skills, work skills, and optional subjects and activities shall not apply to private schools or private sectarian schools.
- (3) All classroom teachers shall hold appropriate Washington state certification except as follows:
 - (a) Teachers for religious courses or courses for which no counterpart exists in public schools shall not be required to obtain a state certificate to teach those courses.
 - (b) In exceptional cases, people of unusual competence but without certification may teach students so long as a certified person exercises general supervision. Annual written statements shall be submitted to the office of the superintendent of public instruction reporting and explaining such circumstances.
- (4) An approved private school may operate an extension program for parents, guardians, or persons having legal custody of a child to teach children in their custody. The extension program shall require at a minimum that:
 - (a) The parent, guardian, or custodian be under the supervision of an employee of the approved private school who is

certified under chapter 28A.410 RCW;

(b) The planning by the certified person and the parent, guardian, or person having legal custody include objectives consistent with this subsection and subsections (1), (2), (5), (6), and (7) of this section;

(c) The certified person spend a minimum average each month of one contact hour per week with each student under his or her supervision who is enrolled in the approved private school extension program;

(d) Each student's progress be evaluated by the certified person; and

(e) The certified employee shall not supervise more than thirty students enrolled in the approved private school's extension program.

(5) Appropriate measures shall be taken to safeguard all permanent records against loss or damage.

(6) The physical facilities of the school or district shall be adequate to meet the program offered by the school or district: PROVIDED, That each school building shall meet reasonable health and fire safety requirements. A residential dwelling of the parent, guardian, or custodian shall be deemed to be an adequate physical facility when a parent, guardian, or person having legal custody is instructing his or her child under subsection (4) of this section.

(7) Private school curriculum shall include instruction of the basic skills of occupational education, science, mathematics, language, social studies, history, health, reading, writing, spelling, and the development of appreciation of art and music, all in sufficient units for meeting state board of education graduation requirements.

(8) Each school or school district shall be required to maintain up-to-date policy statements related to the administration and operation of the school or school district.

All decisions of policy, philosophy, selection of books, teaching material, curriculum, except as in subsection (7) of this section provided, school rules and administration, or other matters not specifically referred to in this section, shall be the responsibility of the administration and administrators of the particular private school involved.

[2004 c 19 § 106; 1993 c 336 § 1101; (1992 c 141 § 505 repealed by 1993 c 336 § 1102); 1990 c 33 § 176. Prior: 1985 c 441 § 4; 1985 c 16 § 1; 1983 c 56 § 1; 1977 ex.s. c 359 § 9; 1975 1st ex.s. c 275 § 71; 1974 ex.s. c 92 § 2. Formerly RCW 28A.02.201.]

Notes:

Part headings and captions not law – Severability – Effective date – 2004 c 19: See notes following RCW 28A.655.061.

Findings – Intent – Part headings not law – 1993 c 336: See notes following RCW 28A.150.210.

Findings – 1993 c 336: See note following RCW 28A.150.210.

Findings – Part headings – Severability – 1992 c 141: See notes following RCW 28A.410.040.

Severability – 1985 c 441: See note following RCW 28A.225.010.

Severability – 1983 c 56: "If any provision of this act or its application to any person or circumstance is held invalid, the remainder of the act or the application of the provision to other persons or circumstances is not affected." [1983 c 56 § 18.]

Effective date – Severability – 1977 ex.s. c 359: See notes following RCW 28A.150.200.

Authorization for private school students to ride buses -- Conditions: RCW 28A.160.020.

Basic Education Act, RCW 28A.195.010 as part of: RCW 28A.150.200.

Commencement exercises -- Lip reading instruction -- Joint purchasing, including issuing interest bearing warrants -- Budgets: RCW 28A.320.080.

Home-based instruction: RCW 28A.200.010.

Immunization program, private schools as affecting: RCW 28A.210.060 through 28A.210.170.

Part-time students -- Defined -- Enrollment in public schools authorized: RCW 28A.150.350.

Real property -- Sale -- Notice and hearing -- Appraisal -- Broker or real estate appraiser services -- Real estate sales contracts -- Limitation: RCW 28A.335.120.

Surplus school property, rental, lease or use of -- Authorized -- Limitations: RCW 28A.335.040.

Surplus texts and other educational aids, notice of availability -- Student priority as to texts: RCW 28A.335.180.

28A.195.020

Private schools — Rights recognized.

The state recognizes the following rights of every private school:

- (1) To teach their religious beliefs and doctrines, if any; to pray in class and in assemblies; to teach patriotism including requiring students to salute the flag of the United States if that be the custom of the particular private school.
- (2) To require that there shall be on file the written consent of parents or guardians of students prior to the administration of any psychological test or the conduct of any type of group therapy.

[1974 ex.s. c 92 § 3; 1971 ex.s. c 215 § 5. Formerly RCW 28A.02.220.]

Notes:

Severability -- 1971 ex.s. c 215: "If any provision of this 1971 amendatory act, or its application to any person or circumstance is held invalid, the remainder of the act, or the application of the provision to other persons or circumstances is not affected." [1971 ex.s. c 215 § 8.]

28A.195.030

Private schools — Actions appealable under Administrative Procedure Act.

Any private school may appeal the actions of the state superintendent of public instruction or state board of education as provided in chapter 34.05 RCW.

[1974 ex.s. c 92 § 4; 1971 ex.s. c 215 § 6. Formerly RCW 28A.02.230.]

28A.195.040

Private schools — Board rules for enforcement — Racial segregation or discrimination prohibited.

The state board of education shall promulgate rules and regulations for the enforcement of RCW 28A.195.010 through 28A.195.040, 28A.225.010, and 28A.305.130, including a provision which denies approval to any school engaging in a policy of racial segregation or discrimination.

[1990 c 33 § 177; 1983 c 3 § 29; 1974 ex.s. c 92 § 5; 1971 ex.s. c 215 § 7. Formerly RCW 28A.02.240.]

28A.195.050**Private school advisory committee.**

The superintendent of public instruction is hereby directed to appoint a private school advisory committee that is broadly representative of educators, legislators, and various private school groups in the state of Washington.

[1984 c 40 § 1; 1974 ex.s. c 92 § 6. Formerly RCW 28A.02.250.]

Notes:

Severability – 1984 c 40: "If any provision of this act or its application to any person or circumstance is held invalid, the remainder of the act or the application of the provision to other persons or circumstances is not affected." [1984 c 40 § 17.]

28A.195.060**Private schools must report attendance.**

It shall be the duty of the administrative or executive authority of every private school in this state to report to the educational service district superintendent on or before the thirtieth day of June in each year, on a form to be furnished, such information as may be required by the superintendent of public instruction, to make complete the records of education work pertaining to all children residing within the state.

[1975 1st ex.s. c 275 § 70; 1969 ex.s. c 176 § 111; 1969 ex.s. c 223 § 28A.48.055. Prior: 1933 c 28 § 14; 1913 c 158 § 1; 1909 c 97 p 313 § 6; RRS § 4876. Formerly RCW 28A.48.055, 28.48.055, 28.27.020.]

Notes:

Rights preserved – Severability – 1969 ex.s. c 176: See notes following RCW 28A.310.010.

28A.195.070**Official transcript withholding — Transmittal of information.**

If a student who previously attended an approved private school enrolls in a public school but has not paid tuition, fees, or fines at the approved private school, the approved private school may withhold the student's official transcript, but shall transmit information to the public school about the student's academic performance, special placement, immunization records, and records of disciplinary action.

[1997 c 266 § 5.]

Notes:

Findings – Intent – Severability – 1997 c 266: See notes following RCW 28A.600.455.

28A.195.080**Record checks — Findings — Authority to require.**

(1) The legislature finds additional safeguards are necessary to ensure safety of school children attending private schools in the state of Washington. Private schools approved under this chapter are authorized to require that employees who have regularly scheduled unsupervised access to children, whether current employees on May 5, 1999, or applicants for employment on or after May 5, 1999, undergo a record check through the Washington state patrol criminal identification system under RCW 43.43.830 through 43.43.838, 10.97.030, and 10.97.050 and through the

federal bureau of investigation. The record check shall include a fingerprint check using a complete Washington state criminal identification fingerprint card. Employees or applicants for employment who have completed a record check in accordance with RCW 28A.410.010 shall not be required to undergo a record check under this section. The superintendent of public instruction shall provide a copy of the record report to the employee or applicant. If an employee or applicant has undergone a record check as authorized under this section, additional record checks shall not be required unless required by other provisions of law.

(2) The approved private school, the employee, or the applicant shall pay the costs associated with the record check authorized in this section.

(3) Applicants may be employed on a conditional basis pending completion of the investigation. If the employee or applicant has had a record check within the previous two years, the approved private school or contractor may waive any record check required by the approved private school under subsection (1) of this section.

[1999 c 187 § 1.]

Notes:

Effective date – 1999 c 187: "This act is necessary for the immediate preservation of the public peace, health, or safety, or support of the state government and its existing public institutions, and takes effect immediately [May 5, 1999]." [1999 c 187 § 2.]

Initial review of investigation. The record check will include a request to check with a complete Western...
investigation. The record check will include a request to check with a complete Western...
investigation. The record check will include a request to check with a complete Western...
investigation. The record check will include a request to check with a complete Western...

(5) The approved privacy school, the employee of the school shall have the same...
investigation. The record check will include a request to check with a complete Western...

(6) A private may be employed on a conditional basis pending completion of the investigation...
investigation. The record check will include a request to check with a complete Western...

Investigation. The record check will include a request to check with a complete Western...

Effective date - 1997. The act is necessary for the immediate preservation of the public peace...
investigation. The record check will include a request to check with a complete Western...

Chapter 180-90 WAC Private schools

Last Update: 1/29/03

WAC Sections

- 180-90-105 Purpose and authority.
- 180-90-112 Definitions.
- 180-90-130 Approval -- Annual certification -- Adverse findings.
- 180-90-139 Approval action by SBE.
- 180-90-141 Loss of private school approval.
- 180-90-145 Approval -- Annual certification and initial application -- Exception.
- 180-90-150 Appeals.
- 180-90-160 Minimum standards and certificate form.

DISPOSITIONS OF SECTIONS FORMERLY CODIFIED IN THIS CHAPTER

- 180-90-010 Approval of private and/or parochial schools -- Authority for rules -- Scope. [Order 3-72, § 180-90-010, filed 6/27/72.] Repealed by Order 1-75, filed 2/4/75.
- 180-90-015 Approval of private and/or parochial schools -- Intent. [Order 3-72, § 180-90-015, filed 6/27/72.] Repealed by Order 1-75, filed 2/4/75.
- 180-90-020 Approval of private and/or parochial schools -- Definitions. [Order 3-72, § 180-90-020, filed 6/27/72.] Repealed by Order 1-75, filed 2/4/75.
- 180-90-030 Approval of private and/or parochial schools -- Standards for purposes of approval. [Order 3-72, § 180-90-030, filed 6/27/72.] Repealed by Order 1-75, filed 2/4/75.
- 180-90-040 Approval of private and/or parochial schools -- Annual certification. [Order 3-72, § 180-90-040, filed 6/27/72.] Repealed by Order 1-75, filed 2/4/75.
- 180-90-050 Approval of private and/or parochial schools -- Discrimination -- Race. [Order 3-72, § 180-90-050, filed 6/27/72.] Repealed by Order 1-75, filed 2/4/75.
- 180-90-060 Approval of private and/or parochial schools -- Application and approval procedure -- Administration. [Order 3-72, § 180-90-060, filed 6/27/72.] Repealed by Order 1-75, filed 2/4/75.
- 180-90-110 Purpose. [Statutory Authority: RCW 28A.02.240. 85-24-056 (Order 23-85), § 180-90-110, filed 12/2/85; Order 2-77, § 180-90-110, filed 3/24/77; Order 1-75, § 180-90-110, filed 2/4/75.] Repealed by 03-04-053, filed 1/29/03, effective 3/1/03. Statutory Authority: RCW 28A.195.040.
- 180-90-115 Definition -- Private school. [Statutory Authority: RCW 28A.305.130(6), 28A.195.040 and 1996 c 83. 96-15-099, § 180-90-115, filed 7/22/96, effective 8/22/96. Statutory Authority: RCW 28A.02.240. 85-24-056 (Order 23-85), § 180-90-115, filed 12/2/85.] Repealed by 03-04-053, filed 1/29/03, effective 3/1/03. Statutory Authority: RCW 28A.195.040.
- 180-90-119 Definition -- Reasonable health and fire safety requirements. [Statutory Authority: RCW 28A.02.240. 85-24-056 (Order 23-85), § 180-90-119, filed 12/2/85.] Repealed by 03-04-053, filed 1/29/03, effective 3/1/03. Statutory Authority: RCW 28A.195.040.
- 180-90-120 Definitions -- Deviations. [Statutory Authority: RCW 28A.02.240. 85-24-056 (Order 23-85), § 180-90-120, filed 12/2/85. Statutory Authority: RCW 28A.02.201 et seq. and 28A.04.120(4), 78-06-064 (Order 9-78), § 180-90-120, filed 5/25/78; Order 2-77, § 180-90-120, filed 3/24/77; Order 1-75, § 180-90-120, filed 2/4/75.] Repealed by 03-04-053, filed 1/29/03, effective 3/1/03. Statutory Authority: RCW 28A.195.040.
- 180-90-123 Definition -- Total program hour offering. [Statutory Authority: RCW 28A.02.240. 85-24-056 (Order 23-85), § 180-90-123, filed 12/2/85.] Repealed by 03-04-053, filed 1/29/03, effective 3/1/03. Statutory Authority: RCW 28A.195.040.
- 180-90-125 Definitions -- Exceptional case, unusual competence, and general supervision. [Statutory Authority: RCW 28A.305.130(6), 28A.195.040 and 1996 c 83. 96-15-099, § 180-90-125, filed 7/22/96, effective 8/22/96. Statutory Authority: 1990 c 33. 90-17-009, § 180-90-125, filed 8/6/90, effective 9/6/90. Statutory Authority: RCW 28A.02.204 [28A.02.240]. 87-09-039 (Order 7-87), § 180-90-125, filed 4/14/87.] Repealed by 03-04-053, filed 1/29/03, effective 3/1/03. Statutory Authority: RCW 28A.195.040.
- 180-90-133 SPI report to SBE -- No adverse findings. [Statutory Authority: RCW 28A.02.240. 85-24-056 (Order 23-85), § 180-90-133, filed 12/2/85.] Repealed by 03-04-053, filed 1/29/03, effective 3/1/03. Statutory Authority: RCW 28A.195.040.
- 180-90-135 SPI adverse findings -- Report to private school. [Statutory Authority: RCW 28A.02.240. 85-24-056 (Order 23-85), § 180-90-135, filed 12/2/85.] Repealed by 03-04-053, filed 1/29/03, effective 3/1/03. Statutory Authority: RCW 28A.195.040.
- 180-90-137 SPI report to SBE -- Adverse findings. [Statutory Authority: RCW 28A.02.240. 85-24-056 (Order 23-85), § 180-90-137, filed 12/2/85.] Repealed by 03-04-053, filed 1/29/03, effective 3/1/03. Statutory Authority: RCW 28A.195.040.
- 180-90-140 Initial application for approval. [Statutory Authority: RCW 28A.04.120(4), 82-04-004 (Order 3-82), § 180-90-140, filed 1/21/82; Order 2-77, § 180-90-140, filed 3/24/77; Order 1-76, § 180-90-140, filed 2/3/76; Order 1-75, § 180-90-140, filed 2/4/75.] Repealed by 85-24-056 (Order 23-85), filed 12/2/85. Statutory Authority: RCW 28A.02.240.

180-90-105
Purpose and authority.

(1) The purpose of this chapter is to establish the procedures and conditions governing the approval of private schools by the state board of education and rescission of such approval.

(2) The authority for this chapter is RCW 28A.195.040 which authorizes the state board of education to promulgate rules and regulations for the approval of private schools for the purpose of implementing RCW 28A.225.010.

[Statutory Authority: RCW 28A.195.040, 03-04-053, § 180-90-105, filed 1/29/03, effective 3/1/03. Statutory Authority: 1990 c 33, 90-17-009, § 180-90-105, filed 8/6/90, effective 9/6/90. Statutory Authority: RCW 28A.02.240, 85-24-056 (Order 23-85), § 180-90-105, filed 12/2/85.]

180-90-112

Definitions.

The definitions in this section apply throughout this chapter unless the context clearly requires otherwise.

(1) "Approved private school" means a nonpublic school or nonpublic school district conducting a program consisting of kindergarten and at least grade one, or a program consisting of any or all of grades one through twelve which has been approved by the state board of education in accordance with the minimum standards for approval as prescribed in this chapter.

(2)(a) "Reasonable health requirements" means those standards contained in chapter 248-64 WAC as adopted by the state board of health.

(b) "Reasonable fire safety requirements" means those standards adopted by the state fire marshal pursuant to chapter 48.48 RCW.

(3)(a) "Minor deviation" means a variance from the standards established by these regulations which represents little or no threat to the health or safety of students and school personnel, and which does not raise a question as to the ability of the school to provide an educational program which is in substantial compliance with the minimum standards set forth in WAC 180-90-160, and which, therefore, does not preclude the granting of full approval.

(b) "Major deviation" means a variance from the standards established by these regulations which represents little or no threat to the health or safety of students and school personnel but raises a question as to the ability of the school to provide an educational program which substantially complies with the minimum standards set forth in WAC 180-90-160, but is not so serious as to constitute an unacceptable deviation.

(c) "Unacceptable deviation" means a variance from the standards established by these regulations which either:

(i) Constitutes a serious, imminent threat to the health or safety of students or school personnel; or

(ii) Demonstrates that the school is not capable of providing an educational program which substantially complies with the minimum standards set forth in WAC 180-90-160.

(4) "Total instructional hour offering" means those hours when students are provided the opportunity to engage in educational activity planned by and under the direction of school staff, as directed by the administration and board of directors, inclusive of intermissions for class changes, recess and teacher/parent-guardian conferences which are planned and scheduled by the approved private school for the purpose of discussing students' educational needs for progress, and exclusive of time actually spent for meals.

(5)(a) "Non-Washington state certificated teacher" means a person who has:

(i) A K-12 teaching certificate from a nationally accredited preparation program, other than Washington state, recognized by the U.S. Department of Education; or

(ii) A minimum of forty-five quarter credits beyond the baccalaureate degree with a minimum of forty-five quarter credits in courses in the subject matter to be taught or in courses closely related to the subject matter to be taught; or

(iii) A minimum of three calendar years of experience in a specialized field. For purposes of this subsection the term "specialized field" means a specialized area of the curriculum where skill or talent is applied and where entry into an occupation in such field generally does not require a baccalaureate degree, including, but not limited to, the fields of art,

drama, dance, music, physical education, and career and technical or occupational education.

(b) "Exceptional case" means that a circumstance exists within a private school in which:

(i) The educational program offered by the private school will be significantly improved with the employment of a non-Washington state certificated teacher. Each teacher not holding a valid Washington state certificate shall have experience or academic preparation appropriate to K-12 instruction and consistent with the school's mission. Such experience or academic preparation shall be consistent with the provisions of (c) of this subsection; and

(ii) The school which employs a non-Washington state certificated teacher or teachers pursuant to this subsection employs at least one person certified pursuant to rules of the state board of education and (c) of this subsection to every twenty-five FTE students enrolled in grades kindergarten through twelve. The school will report the academic preparations and experience of each teacher providing K-12 instruction; and

(iii) The non-Washington state certificated teacher of the private school, employed pursuant to this section and as verified by the private school, meets the age, good moral character, and personal fitness requirements of WAC 180-79A-150 (1) and (2), has not had his or her teacher's certificate revoked by any state or foreign country. (WAC 180-79A-155 (5)(a).)

(c) "Unusual competence": As applied to an exceptional case wherein the educational program as specified in RCW 28A.195.010 and WAC 180-90-160(7) will be significantly improved with the employment of a non-Washington state certificated teacher as defined in (a) of this subsection.

(d) "General supervision" means that a Washington state certificated teacher or administrator shall be generally available at the school site to observe and advise the teacher employed under provision of (c) of this subsection and shall evaluate pursuant to policies of the private school.

[Statutory Authority: RCW 28A.195.040. 03-04-053, § 180-90-112, filed 1/29/03, effective 3/1/03. Statutory Authority: RCW 28A.02.240. 85-24-056 (Order 23-85), § 180-90-112, filed 12/2/85.]

180-90-130

Approval — Annual certification — Adverse findings.

(1) At least ninety days prior to the commencement of the annual school term or period, the chief administrator of each private school shall file with the superintendent of public instruction, in accordance with procedures established by the superintendent of public instruction, a certificate of compliance in the form and substance set forth in WAC 180-90-160.

(2) The superintendent of public instruction shall review each certificate. The review shall be completed within thirty days after receipt of a completed application.

(3) If the superintendent of public instruction finds no minor, major, or unacceptable deviations, the superintendent of public instruction shall so notify the private school and shall recommend full approval of the private school to the state board of education.

(4) If the superintendent of public instruction finds deviation, the private school shall be notified in writing of any minor, major, or unacceptable deviations.

(5) If the superintendent of public instruction finds minor, major, or unacceptable deviations, the superintendent of public instruction shall not transmit the recommendation regarding approval status to the state board of education until the private school submits a narrative report indicating agreement or not with the findings of the superintendent of public instruction and any proposed remedial action to address the reported deviations. Upon receipt of the narrative report, the superintendent of public instruction shall transmit the recommendation and the narrative report to the state board of education.

[Statutory Authority: RCW 28A.195.040. 03-04-053, § 180-90-130, filed 1/29/03, effective 3/1/03. Statutory Authority: RCW 28A.02.240. 85-24-056 (Order 23-85), § 180-90-130, filed 12/2/85. Statutory Authority: RCW 28A.04.120(4). 82-04-004 (Order 3-82), § 180-90-130, filed 1/21/82; Order 2-77, § 180-90-130, filed 3/24/77; Order 1-75, § 180-90-130, filed 2/4/75.]

180-90-139**Approval action by SBE.**

The state board of education shall take one of the following actions:

- (1) If no deviations are found, the state board of education shall grant full approval.
- (2) If minor deviations are found and the private school acknowledges the existence of such deviations and indicates an intent to correct such deviations in its narrative response, the state board of education shall grant full approval.
- (3) If major deviations are found and the private school in its narrative report assures compliance by the commencement of the annual school term, the state board of education shall grant full approval.
- (4) If major deviations are found and the private school in its narrative report, supplemented by direct testimony to the state board of education, demonstrates it is not practical to correct such major deviations prior to the commencement of the annual school term but establishes to the satisfaction of the state board of education its commitment to correct such deviation as soon as is practical, the state board of education shall grant such private school provisional approval for the period of time the state board of education determines is necessary to correct the major deviation but no longer than one year.
- (5) If unacceptable deviations are found or if the private school fails to comply with corrective conditions within subsection (2), (3), or (4) of this section for minor or major deviations, state board of education approval shall be denied.

[Statutory Authority: RCW 28A.02.240. 85-24-056 (Order 23-85), § 180-90-139, filed 12/2/85.]

180-90-141**Loss of private school approval.**

(1) The superintendent of public instruction is authorized to rescind approval of a private school for one or more of the following reasons:

- (a) Failure to have students enrolled for any six consecutive calendar months or failure to provide evidence of student enrollment upon request of the superintendent of public instruction for the said period of time.
- (b) Failure to provide verification that the approved private school teaching staff meet the provision of WAC 180-90-112 (5)(b)(ii).
- (c) Failure to provide verification that the physical facilities of the school meet the health and fire safety standards.

(2) The superintendent of public instruction shall notify the state board of education of decisions to rescind approval.

[Statutory Authority: RCW 28A.195.040. 03-04-053, § 180-90-141, filed 1/29/03, effective 3/1/03. Statutory Authority: RCW 28A.02.204 [28A.02.240]. 87-09-039 (Order 7-87), § 180-90-141, filed 4/14/87.]

180-90-145**Approval — Annual certification and initial application — Exception.**

Any private school which is unable to file its application at least 90 days prior to the commencement of the annual

school term or period may in any event request that the superintendent of public instruction to review the application and that the superintendent's findings and recommendations be submitted to the state board of education. This request shall be granted if the superintendent finds that the private school was not sufficiently developed prior to the 90 day time period to enable it to comply with that requirement. The superintendent of public instruction shall have the discretion to grant the request in other exceptional circumstances. If said request is granted, the review shall be completed within thirty days and the findings and recommendations presented to the state board of education.

[Statutory Authority: RCW 28A.02.240. 85-24-056 (Order 23-85), § 180-90-145, filed 12/2/85; Order 2-77, § 180-90-145, filed 3/24/77.]

180-90-150

Appeals.

Pursuant to RCW 28A.195.030 any private school may appeal the actions of the superintendent of public instruction or state board of education as provided in chapter 34.05 RCW and chapter 180-08 WAC.

[Statutory Authority: 1990 c 33. 90-17-009, § 180-90-150, filed 8/6/90, effective 9/6/90. Statutory Authority: RCW 28A.02.240. 85-24-056 (Order 23-85), § 180-90-150, filed 12/2/85; Order 2-77, § 180-90-150, filed 3/24/77; Order 1-75, § 180-90-150, filed 2/4/75.]

180-90-160

Minimum standards and certificate form.

The annual certificate required by WAC 180-90-130 shall be in substantial compliance with the form and substance of the following:

CERTIFICATE OF COMPLIANCE

WITH STATE STANDARDS

ESD/County/Public

School District

Private School/

District Address

I,, do hereby certify that I am the principal or chief administrator of the above named school; that said school is located at the address listed above, and conducts grades through with a projected enrollment of; and that said school is scheduled to meet throughout the school year, the following standards with the exception only of such deviations, if any, as are set forth in an attachment to this certificate of compliance

or

I,, do hereby certify that I am the superintendent of the above named private school district; and that the private schools under my jurisdiction are scheduled to meet throughout the school year, the following standards with the exception only of such deviations as are set forth in an

attachment to this certificate of compliance; and that a list of such schools, including the grades conducted and the projected enrollment for each school, accompanies this certificate:

Following initial approval as a private school by the state board of education, evidence of current accreditation by a state board of education approved accrediting body may be submitted annually in lieu of approval documents described in 1-12.

(1) The minimum school year for instructional purposes consists of no less than 180 school days or the equivalent in annual minimum instructional hour offerings as prescribed in RCW 28A.150.220.

(2) On each school day, pupils enrolled in the school are provided the opportunity to be engaged in educational activity planned by and under the direction of the staff, as directed by the administration and/or governing board; and that pupils are provided a total instructional hour offering as prescribed in RCW 28A.150.220 except that the percentages for basic skills, work skills, and optional subjects and activities prescribed in RCW 28A.150.220 do not apply to private schools and that the total instructional hour offering, except as otherwise specifically provided in RCW 28A.150.220, made available is at least:

(a) 450 hours for students in kindergarten.

(b) 1000 hours for students in grades one through twelve.

(3) All classroom teachers hold appropriate Washington State certification except for:

(a) Teachers for religious courses or courses for which no counterpart exists in the public schools: Provided, That a religious course is a course of study separate from the courses of study defined in RCW 28A.195.010 including occupational education, science, mathematics, language, social studies, history, health, reading, writing, spelling, and the development of the appreciation of art and music all in sufficient units for meeting state board of education graduation requirements; and/or

(b) A person of unusual competence who is not certified but who will teach students in an exceptional case under the general supervision of a Washington state certificated teacher or administrator pursuant to WAC 180-90-112. The non-Washington state certificated teacher, the Washington state certificated person who will supervise, and the exceptional circumstances are listed on the addendum to this certificate: Provided, That if a non-Washington state certificated teacher is employed subsequent to the filing of this certificate, this same information shall be forwarded to the superintendent of public instruction within thirty days from the date of employment.

(4) If the school operates an extension program for parents, guardians, or persons having legal custody of a child to teach children in their custody, the extension program meets the following requirements:

(a) The parent, guardian, or custodian is supervised by a person certified under chapter 28A.410 RCW and who is employed by the school;

(b) The planning by the certified person and the parent, guardian, or person having legal custody includes objectives consistent with this subsection and subsections (1), (2), (5), (6), and (7) of this section;

(c) The certified person spends a minimum average each month of one contact hour per week with each student under his or her supervision who is enrolled in the extension program;

(d) Each student's progress is evaluated by the certified person; and

(e) The certified person does not supervise more than thirty students enrolled in the approved private school's extension program.

(5) Measures have been taken to safeguard all permanent records against loss or damage through either the storage of such records in fire-resistant containers or facilities, or the retention of duplicates in a separate and distinct area;

(6) The physical facilities of the school are adequate to meet the program offered, and all school facilities and practices are in substantial compliance with reasonable health and fire safety standards, as substantiated by current inspection reports of appropriate health and fire safety officials which are on file in the chief administrator's office;

(7) The school's curriculum includes instruction in the basic skills of occupational education, science, mathematics,

language, social studies, history, health, reading, writing, spelling, and the development of appreciation of art and music in sufficient units for meeting state board of education graduation requirements, as set forth in chapter 180-51 WAC;

(8) The school or its organized district maintains up-to-date policy statements related to the administration and operation of the school or district;

(9) The school does not engage in a policy of racial segregation or discrimination;

(10) The governing authority of this private school or private school district has been apprised of the requirements of chapter 180-90 WAC relating to the minimum requirements for approval of private schools and such governing authority has further been apprised of all deviations from the rules and regulations of the state board of education and the standards contained in chapter 180-90 WAC. I have reported all such deviations herewith.

(11) Approval by the state board of education is contingent upon on-going compliance with the standards certified herein. The superintendent of public instruction shall be notified of any deviation from these standards which occurs after the action taken by the state board of education. Such notification shall be filed within thirty days of occurrence of the deviation.

(12) Failure to comply with the requirements of this chapter may result in the revocation of the approval of the private school and shall be considered in subsequent application for approval as a private school.

Dated this day of, 19 . . .

.....

(signed)

.....

(title)

.....

(phone number)

[Statutory Authority: RCW 28A.195.040. 03-04-053, § 180-90-160, filed 1/29/03, effective 3/1/03. Statutory Authority: RCW 28A.305.130(6), 28A.195.040 and 1996 c 83. 96-15-099, § 180-90-160, filed 7/22/96, effective 8/22/96. Statutory Authority: 1990 c 33. 90-17-009, § 180-90-160, filed 8/6/90, effective 9/6/90. Statutory Authority: RCW 28A.02.240. 89-01-038 (Order 23-88), § 180-90-160, filed 12/14/88; 87-09-039 (Order 7-87), § 180-90-160, filed 4/14/87. Statutory Authority: RCW 28A.02.240. 85-24-056 (Order 23-85), § 180-90-160, filed 12/2/85. Statutory Authority: RCW 28A.04.120(4). 82-04-004 (Order 3-82), § 180-90-160, filed 1/21/82. Statutory Authority: RCW 28A.02.201 et seq. and 28A.04.120(4). 78-06-064 (Order 9-78), § 180-90-160, filed 5/25/78; Order 2-77, § 180-90-160, filed 3/24/77; Order 1-76, § 180-90-160, filed 2/3/76; Order 1-75, § 180-90-160, filed 2/4/75.]

Complete by Tuesday, July 31, 2007

SAMPLE**School Information**

School Name: * Chrysalis School

Chief Administrator's* Name: Karen L. Fogle

Public School District Name:

Location Information

Address Line 1: * 18720 142nd Ave NE

Address Line 2:

City: * Woodinville

State: * Washington

Zip Code: * 98072-0000

Country: * United States of America

Phone Number: * 425-481-2228
(123-123-1234)

Fax: 425-486-8107
(123-123-1234)

Email Address: * foglew@hotmail.com

Web Site Address: www.chrysalis-school.com

Mailing Information

Address Line 1: 14241 NE Woodinville Duva

Address Line 2:

City: Woodinville

State: Washington

Zip Code: 98072-8564

Country: United States of America

School Additional Information

Please, check all the appropriate areas. This school:

- Offers child care For profit Offers a special education program
 Offers preschool Offers a gifted program Is a residential school
 Is nonprofit

School Compliance Statement

Please, fill in the appropriate information:

I, **Karen L. Fogle**, do hereby certify that I am the principal or chief administrator of the above-named school; that said school is located at the address listed above and conducts Grades **9** through **12**. Projected enrollment for the **2007 - 2008** school year is preschool **0** Grades K-12 **260**. This school is scheduled to meet throughout the **2007 - 2008** school year; and this school will meet all standards as stated in this document.

SAMPLE**School Compliance Information**

Please, check each number indicating compliance as appropriate. Fill in any additional information:

- 1.** The above-named school was accredited on **12/03/1994**(mm/dd/yyyy) by **Northwest Association of Accredited Schools**. I understand I must provide a copy of the letter or certificate confirming the school's accreditation by the application due date and request that it be accepted in lieu of approval form SPI 1502.
- 2.** The minimum school year for instructional purposes consists of no less than 180 school days or the equivalent in annual minimum instructional hour offerings as prescribed in WAC 180-90-112(4).
- 3.** On each school day, pupils enrolled in the school are provided the opportunity to be engaged in educational activity planned by and under the direction of the staff, as directed by the administration and/or governing board, and that the total instructional hour offering, made available is at least:
(a) 450 hours for students in Kindergarten.
(b) 1,000 hours for students in Grades 1 through 12.
- 4.** All classroom teachers hold appropriate Washington State certification or meet the definition of a non-Washington State certificated teacher in WAC 180-90-112(5)(a-d). The school maintains a ratio of one teacher to every twenty-five students.
- 5.** Washington State Background Checks for School Staff
(a) ALL classroom teachers
 will not have will have have
a Washington State background check (check most appropriate).
(b) ALL other staff who have regularly scheduled unsupervised access to children
 will not have will have have
a Washington State background check (check most appropriate).
- 6.** The school intends to operate an extension program for parents, guardians, or persons having legal custody of a child to teach children in their custody. The projected enrollment for the extension program is **10**
- 7.** The extension program meets the following requirements:
(a) The parent, guardian, or custodian is supervised by a person certified under chapter 28A.410 RCW who is employed by the school.
(b) The planning by the certified person and the parent, guardian, or person having legal custody includes objectives consistent with this subsection and subsections (5), (6), and (8) on this certificate.
(c) The certified person spends a minimum average each month of one contact hour per week with each student under his/her supervision who is enrolled in the extension program.
(d) Each student's progress is evaluated by the certified person.
(e) The certified person does not supervise more than 30 students enrolled in the approved private school's extension program.
- 8.** Measures have been taken to safeguard all permanent records against loss or damage through either the storage of such records in fire-resistant containers or facilities or the

retention of duplicates in a separate and distinct area.

SAMPLE

9. Physical Facilities

(a) The physical facilities of the school are adequate to meet the program offered, and all school facilities and practices are in substantial compliance with reasonable health and fire safety standards, as substantiated by current inspection reports of appropriate health and fire safety officials which are on file in the chief administrator's office.

OR

(b) When a parent, guardian, or person having legal custody is instructing only his or her child under subsection (4) of this section a residential dwelling is deemed an adequate facility.

10. The school's curriculum includes instruction in the basic skills of occupational education, science, mathematics, language, social studies, history, health, reading, writing, spelling, and the development of appreciation of art and music in sufficient units for meeting State Board of Education graduation requirements, as set forth in chapter 180-51 WAC. The school curriculum is available upon request.

WAC 392-410-117 authorizes the State Board of Education to grant annual exemptions from the high school credit definition, 150 hours of planned instructional activities, upon the request of a school which offers evidence that delineates content, time, or competency assessments which are substantially equivalent to the definition stated in WAC 180-51-050.

I am requesting an exemption from the high school credit definition and will submit below a copy of the school's written policy regarding the recognition and acceptance of earned credits. This policy should include the process, not tied to a specific number of hours, used to determine a student's satisfactory demonstration of clearly identified competencies that determine acceptance of a credit.

Enter the school policy here:

- 11.** The school or its organized district maintains up-to-date policy statements related to the administration and operation of the school or district and a copy is maintained on file and available for review upon request. A copy will be provided to all enrolled student families.
- 12.** The school does not engage in a policy of racial segregation or discrimination.
- 13.** The governing authority of this private school or private school district has been apprised of the requirements of chapter 180-90 WAC relating to the minimum

SAMPLE

requirements for approval of private schools and such governing authority has further been apprised of all deviations from the rules and regulations of the State Board of Education and the standards contained in chapter 180-90 WAC.

- 14.** The Superintendent of Public Instruction shall be notified in writing of any deviation from these standards which occurs after the action taken by the State Board of Education. Such notification shall be filed within 30 days of occurrence of the deviation.
- 15.** Approval by the State Board of Education is contingent upon on-going compliance with standards certified herein. We understand that failure to comply with the requirements of this chapter may result in the revocation of the approval of the private school by the State Board of Education and will be considered in subsequent application for approval as a private school.

Recordkeeper Information

Please provide information on a person responsible for recordkeeping

Last Name:

First Name:

Title:

Mailing Address:

Total Instructional Hour Offering

Please, provide information on instructional hour offering according to WAC 180-90-112(4)

"Total instructional hour offering" means those hours when students are provided the opportunity to engage in educational activity planned by and under the direction of school staff, as directed by the administration and board of directors, inclusive of intermissions for class changes, recess, and teacher/parent-guardian conferences which are planned and scheduled by the approved private school for the purpose of discussing students' educational needs for progress, and exclusive of time actually spent for meals.

**450 hours for students in kindergarten
1,000 hours for students in Grades 1 through 12**

	Kindergarten	Grades 1-12
Total minutes from start to end of school day:	0	420
Minutes spent at lunch time meal*:	0	30
Total days for 2007 - 2008 school year:	0	188
Total instructional hour offering per year:	0	1222

Calculate

SAMPLE

*If less than 20 minutes, attach an explanation from the school administrator:

Inservice Approval (optional)

- If you would like to be approved as an inservice provider, please check this section. Then print and complete the **Form 1140 (Inservice Approval and Recordkeeping)**, and mail it to:

**OSPI
Office of Private Education
Old Capitol Building
PO Box 47200
Olympia, WA 98504-7200**

By pressing the "Submit" button I certify that the above-named private school, organization, or district will comply with the continuing education program approval standards and required recordkeeping regulations, specified in Professional Certification Continuing Education Requirement, chapter 181-85 WAC, and that written records for each program standard will be maintained and be available for OSPI inspection for a period of seven calendar years from the date of each approved inservice program offered.

ATTENTION:

This information can only be entered once. Please make sure the information is completely accurate before you submit this report!

Submit

