



# **SCHOOL BOARD ACTION REPORT**

**DATE:** January 8, 2018  
**FROM:** Dr. Larry Nyland, Superintendent  
**LEAD STAFF:** Beth Mills, Director of Special Education, [eamills@seattleschools.org](mailto:eamills@seattleschools.org);  
Michael Tolley, Associate Superintendent for Teaching & Learning, [mftolley@seattleschools.org](mailto:mftolley@seattleschools.org)

**For Introduction:** January 17, 2018  
**For Action:** January 31, 2018

## **1. TITLE**

New England Center for Children Contract Modification

## **2. PURPOSE**

This Board Action Report details purchase agreements with a contract modification of \$267,351.01, that bring the contract total to \$391,900.21 to provide a student with a residential special education program.

## **3. RECOMMENDED MOTION**

I move that the School Board authorize the Superintendent to execute a contract modification with the New England Center for Children to increase the contract by \$267,351, to a total amount of \$391,900.21, for a residential special education program serving a student in the form of the draft Agreement attached to the School Board Action Report, with any minor additions, deletions, and modifications deemed necessary by the Superintendent, and to take any necessary actions to implement the contract.

## **4. BACKGROUND INFORMATION**

- a. **Background** There is a Seattle Public Schools student with an Individualized Education Program (IEP) that requires a fully self-contained school in a residential placement. This contract is for intensive therapeutic services provided in a residential setting. This motion is being brought because of requirements around the provision of student IEP services. The IEP team explored several placement options but the New England Center for Children was the only one that had capacity to provide the necessary services. An initial contract under \$250,000 was implemented for part of the school year only in order to determine if the program was beneficial for the student. This modification extends the services through the fiscal year end.
- b. **Alternatives** Not to approve this motion. This is not recommended because the student's legally mandated Individualized Education Program (IEP) service needs will not be met without appropriate placement. The district does not currently have an appropriate residential setting for this student. New England Center for Children provides intensive therapeutic services and other special education services as well as providing a safe environment 24 hours/day, 365 days/year.

**5. FISCAL IMPACT/REVENUE SOURCE**

Fiscal impact to this action will be \$391,900.21 in expenditures that are reimbursed by state and federal funds.

The revenue source for this motion is State Special Education funding.

Expenditure:  One-time  Annual  Multi-Year  N/A

Revenue:  One-time  Annual  Multi-Year  N/A

**6. COMMUNITY ENGAGEMENT**

With guidance from the District’s Community Engagement tool, this action was determined to merit the following tier of community engagement:

Not applicable

Tier 1: Inform

Tier 2: Consult/Involve

Tier 3: Collaborate

**7. EQUITY ANALYSIS**

Not applicable.

**8. STUDENT BENEFIT**

Approval of this proposed action will benefit a student who is identified as in need for therapeutic services in a residential setting who would otherwise be inappropriately served or unable to access necessary special education services and supports to make adequate progress.

**9. WHY BOARD ACTION IS NECESSARY**

Amount of contract initial value or contract amendment exceeds \$250,000 (Policy No. 6220)

Amount of grant exceeds \$250,000 in a single fiscal year (Policy No. 6114)

Adopting, amending, or repealing a Board policy

Formally accepting the completion of a public works project and closing out the contract

Legal requirement for the School Board to take action on this matter

Board Policy No. \_\_\_\_\_, [TITLE], provides the Board shall approve this item

Other: \_\_\_\_\_

**10. POLICY IMPLICATION**

Per Policy No. 6220, Procurement, contracts over \$250,000 require Board approval. Special Education services will be provided under the contract in alignment with Policy No. 2161, Special Education. This will include programs and services that are identified in students' Individualized Education Programs (IEPs).

**11. BOARD COMMITTEE RECOMMENDATION**

This motion was discussed at the A & F Committee meeting on January 8, 2018. The Committee reviewed the motion and moved the item forward with a recommendation for approval by the full Board.

**12. TIMELINE FOR IMPLEMENTATION**

Upon approval of this motion, the contract will be executed with New England Center for Children, and services will be provided per the student's IEP for the 2017-18 school year.

**13. ATTACHMENTS**

- New England Center for Children contract modification #2 (for approval)

# SEATTLE PUBLIC SCHOOLS

## Personal Services Contract Modification/Extension

**CONTRACTOR NAME AND ADDRESS**

(Legal Name – MUST be same as registered with Tax ID Number)

New England Center for Children  
Legal Name

Contract No. 75-16195  
(Example: 75-00001)

DBA  
33 Turnpike Road

Contractors Email: mparzych@necc.org

Address Southborough MA 01772  
City State Zip

Modification No. 2

Contractor ID No. 207935  
( 6 Digits )

**PLEASE IDENTIFY THE NATURE OF THE MODIFICATION:**

Budget coding revision       Dollar amount increase       Dollar amount decrease  
 Extension of time       Other (describe): \_\_\_\_\_

Fiscal Year	Fund	Fund Center/Cost Center	Commitment Item
2018	1000	5E321273K0	7120

**REVISED CONTRACT TOTAL \$ 391,900.21**

Original Contract Amt \$ 95,559.30 Last Revised Contract Amt \$ 28,989.90 Amount of Increase \$ 267,351.10

Reason for increase from original agreed-upon amount: Adding funds to cover services provided beyond what was originally budgeted.

**EXTENSION OF TIME**

Original Dates of Service: 10/17/2017 - 02/13/2018. Extension Requested Until: 08/31/2018

Explanation of need to extend time from original estimate: Original estimate was provided in order to determine if the program was beneficial for the student and track progress.

**Except as specifically modified above, the original contract remains in force. This modification becomes a part of the original contract when signed by the Contractor and the Seattle School District Accounting Manager for modifications up to \$75,000, Assistant Superintendent for Business Finance for modifications \$75,000 to \$100,000. Modification amounts in excess of \$100,000 require the additional approval of the Superintendent. Modifications which exceed \$250,000 require the additional approval of the School Board. Modifications with an increase of more than 25% of original contract amount are required to be signed by Assistant Superintendent for Business Finance.**

Contractor Signed: _____ Date _____  Printed Name: _____	Originator (Principal, Program Manager, etc) Signed: _____ Date _____  Printed Name: <u>Trish Campbell/Beth Mills</u>
Accounting Manager (all modifications) Signed: _____ Date _____	Additional Program Approval ( If Required ) Signed: _____ Date _____
Asst. Super. Business Finance (\$75,000 to \$100,000) Signed: _____ Date _____	Superintendent (contracts/mods over \$100,000) Signed: _____ Date _____

FOR ACCOUNTING USE ONLY

Grant Review: \_\_\_\_\_ Date: \_\_\_\_\_

OK to encumber: \_\_\_\_\_ Encumbered \$: \_\_\_\_\_ Date \_\_\_\_\_ Initials \_\_\_\_\_