



SCHOOL BOARD ACTION REPORT

DATE: May 30, 2018
FROM: Dr. Larry Nyland, Superintendent
LEAD STAFF: Beth Mills, Director of Special Education, eamills@seattleschools.org

For Introduction: June 27, 2018
For Action: July 11, 2018

1. TITLE

Approval of contracts for Sign Language Interpreter Vendors RFQ 11641

2. PURPOSE

This Board Action Report seeks approval for annual contracts generated from agencies/providers approved through RFQ 11641, Sign Language Interpreter Vendors, for a not-to-exceed total amount of \$500,000 for the 2018-19 school year, based on yearly 2017-18 Sign Language Interpreter Contract Totals.

3. RECOMMENDED MOTION

I move that the School Board authorize the Superintendent to execute contracts with agencies approved through RFQ 11641 Sign Language Interpreter Vendor, based on an average Interpreter hourly rate of \$78.20 per hour, for a not-to-exceed total amount of \$500,000 for all agencies governed under the RFQ, with any minor additions, deletions, and modifications deemed necessary by the Superintendent, and to take any necessary actions to implement these contracts.

4. BACKGROUND INFORMATION

- a. **Background** There are currently Seattle Public Schools students with Individualized Education Programs (IEPs) that require special education services that the district will be unable to provide as we are not fully staffed with appropriate Interpreter staff.

This motion is being brought because of requirements around the provision of student IEP services, and is based on historical data trends that indicate the need for additional contracted staffing support for sign language interpreters at the beginning of the school year and throughout the school year to address unfilled positions and leave replacement positions as well as to cover absences.

The district is currently evaluating the specific needs for the 2018-19 school year. This contract authority is being requested now to allow for sufficient time to implement the contracts. The estimated amount is based on 2017-18 totals. The RFQ was issued in 2017-18 and 2018-19 exercises the one year extension that is available.

- b. **Alternatives** Not to approve this motion. This is not recommended because the students' legally mandated Individualized Education Programs (IEPs) will not be met without

appropriate staffing. The district does not currently have sufficient additional staff or substitutes to provide sign language interpretation when positions go unfilled or for leave replacements. students who would benefit from increased inclusion based services now.

c. **Research** N/A

5. FISCAL IMPACT/REVENUE SOURCE

Fiscal impact to this action will be \$500,000.

The revenue sources for this motion are general education funding and 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

Community engagement was elicited through the RFQ process for Sign Language Interpreter. Through the RFQ process, feedback and responses to questions generated by representatives from Seattle Public Schools was elicited from the agencies who submit. The RFQ process allowed the district to review and determine that these agencies met the qualifications outlined through the RFQ. The Deaf and Hard of Hearing (DHH) Supervisor provided input to determine appropriate services in these areas and informed the RFQ process, as well as the need for ongoing agency contracts to fill positions and provide leave replacement coverage.

7. EQUITY ANALYSIS

Not applicable. Sign language interpreters are required IEP driven services. In review of the district’s equity tool, an equity analysis was not appropriate for these services.

8. STUDENT BENEFIT

Approval of this proposed action will benefit a student who requires IEP services, who would otherwise be inappropriately serviced or unable to access necessary special education services and supports to make adequate progress in their educational programming.

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 contracts 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 Audit & Finance Committee meeting on June 11, 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, contracts with agency providers will be initiated per the RFQ approval process, and services will be provided beginning September 4, 2018.

13. ATTACHMENTS

- 2017-18 Special Education Sign Language Interpreter List

2017-2018 Sign Language Interpreter Contracts/RFQ11641 Vendors

Vendor: AllWorld Language Consultants, Inc.

PO#: N/A

Services: Translation, Interpretation, Transcription services.

Contract total: N/A

Hourly Rate: N/A

Vendor: Hearing, Speech, and Deafness Center

PO#: 75-16542

Services: Preschool Deaf or Hard of Hearing Services, ASL Bilingual services

Contract total: \$93,722.00

Monthly Rate: \$1,250.00 per student per month.

Vendor: Sign Talk, LLC.

PO#: 75-16415

Services: Sign Language interpreting services.

Contract total: \$100,000.00

Hourly Rate: \$74.73

Vendor: TERP Sign Language Services

PO#: 75-16081

Services: Sign Language interpreting services.

Contract total: \$275,000.00

Hourly Rate: \$78.20

Total: \$468,722.00