



# SPS School Board Action Report on Let's Go Bike and Pedestrian Safety Program Amendment

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The SPS School Board Action Report on the Let's Go Bike and Pedestrian Safety Program amendment includes several documents to support the recommendation of the amendment. The supporting documents in this Board Action Report include the amendment to the Memorandum of Understanding with Cascade Bicycle Club for approval and the amendment to the Memorandum of Agreement with City of Seattle for approval.



# **SCHOOL BOARD ACTION REPORT**

**DATE:** October 17, 2019  
**FROM:** Denise Juneau, Superintendent  
**LEAD STAFF:** Lori S. Dunn, Physical Education & Health Literacy Manager  
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**For Introduction:** December 11, 2019  
**For Action:** January 8, 2020

## **1. TITLE**

Approval of amendments to add cycling and pedestrian safety education for sixth, seventh, and eighth grades to the Seattle Department of Transportation (SDOT) Let's Go Bike and Pedestrian Safety Education Program

## **2. PURPOSE**

This Board Action Report details two contract amendments, one with SDOT as grantor, and one with Cascade Bicycle Club (CBC) as service provider, to expand the current Let's Go Bike and Pedestrian Safety Education Program to include sixth, seventh, and eighth grades in the 2019-20 and 2020-21 school years. The amendments commit SDOT to an additional \$264,904.00 in funding which will be provided by the district to Cascade Bike Club for their services to support this physical education program.

## **3. RECOMMENDED MOTION**

I move that the School Board authorize the Superintendent to execute contract amendments with the Seattle Department of Transportation and Cascade Bicycle Club in the amount of \$264,904.00, to expand the Let's Go Bike and Pedestrian Safety Education Program in the form of the draft contract amendments 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**

The City of Seattle and the Seattle Department of Transportation developed Vision Zero in February 2015. Vision Zero is a coordinated effort to end serious and fatal crashes by 2030. Since then, progress has been made toward the goal of improving safety for everyone who travels on Seattle's streets.

The Let's Go program currently provides physical education teachers with the resources and training needed to implement an in-school bicycle and pedestrian safety program for students grades three through five, providing educators with the opportunity to meet students at their skill level with differentiated lessons in the physical education classroom. The program focuses on the skills and knowledge necessary to prevent the

most common causes of collisions and errors of the upper-elementary age group as they navigate the built environment. Now, with the funding support of SDOT and partnering with Cascade Bicycle Club, we would like to expand the program into the sixth, seventh, and eighth grades.

The program was last expanded and redesigned in 2016 to be more inclusive of walking as part of active transportation. The program is the result of the collaboration between bicycle and pedestrian safety educators, transportation professionals, neighborhood safe street advocates, teachers, adapted physical education specialists, and school administrators.

In addition to students learning to safely navigate as walkers and rollers through this program, Let's Go is an invitation for students to be healthy and active in their daily lives. Let's Go includes suggestions for adaptations for students who may have balance difficulties, behavioral challenges, or low physical fitness abilities and also includes learn-to-ride instructions. Washington state revised its physical education standards in 2016, and this program maps to the state standards.

Cascade Bicycle Club trains and supports physical education specialists to provide the three-week Let's Go program. Teachers sign up in advance to borrow the fleet of 30 bikes, helmets, equipment, and a bike trailer.

Seattle Public Schools (SPS) entered into agreements with SDOT and CBC in July 2015, which granted SPS \$240,189.00 to be paid to CBC to implement the Let's Go program in grades three, four, and five. In January 2018, the School Board approved an amendment for an additional \$337,074.00 to add an adaptive component to the program. In September 2019, an amendment for an additional \$11,250.00 was executed to cover the costs of program updates.

The proposed amendments would add an additional \$264,904.00 in funding from SDOT which will in turn be paid to Cascade Bicycle Club by the district for the services CBC will provide to add sixth, seventh, and eighth grades to this valuable physical education program in 2020 and 2021.

The following is a video link with more information about the Let's Go program:  
<https://www.cascade.org/learn-school-based-programs/lets-go>

**b. Alternatives**

Not approve the amendments. This is not recommended. The Let's Go program is funded by SDOT and provides valuable bike and pedestrian safety education to our students living in an urban environment where these skills and knowledge are especially important.

**c. Research**

While Seattle is one of the safest cities in the country, there are more than 10,000 traffic collisions a year, resulting in an average of 20 people losing their lives and over 150 people seriously injured. Further, traffic collisions are a leading cause of death for Seattle residents age 5-24.

Further, the Aspen Institute Sports & Society Program, supported by research from the University of Washington, produced the State of Play report, analyzing sport and recreation programming for youth in King County giving King County a “D” grade. The research of the institute suggests there’s a long-term benefit to encouraging alternative transportation modes at younger ages to foster these habits into adulthood. Students who walk and bike to school are more likely to get the recommended 60 minutes of moderate to vigorous physical activity each day that health professionals recommend. Physical activity improves physical health, mental health, self-esteem, mood, quality of sleep, and academic performance. Physical movement also significantly reduces stress, anxiety, depression, and fatigue, which then reduce the risk for obesity, cancers, diabetes, strokes, and respiratory and cardiovascular diseases later in life.

**5. FISCAL IMPACT/REVENUE SOURCE**

Fiscal impact to this action will be \$264,904.00, which will be received from Seattle Department of Transportation and then paid to Cascade Bicycle Club. If approved, these amendments would add an additional \$264,904.00 in funding from SDOT which will in turn be paid to Cascade Bicycle Club by the district for the services CBC will provide to add sixth, seventh, and eighth grades to this valuable physical education program.

Seattle Public Schools (SPS) entered into agreements with SDOT and CBC in July 2015, which granted SPS \$240,189.00 to be paid to CBC to implement the Let’s Go program in grades three, four, and five. In January 2018, the School Board approved an amendment for an additional \$337,074.00 to add an adaptive component to the program. In September 2019, an amendment for an additional \$11,250.00 was executed to cover the costs of program updates.

Previously contract agreements approved internally and by the School Board total \$348,324.00. The proposed amendment would add \$264,904 to the contract which would make the total amount received by SDOT and paid to CBC \$613,228.00.

Date	Previously Approved Total Amounts	Amendment #3 For Approval	Total Amount
Spring/Fall 2017	\$36,372.00	n/a	\$36,372.00
Spring/Fall 2018	\$97,279.00	n/a	\$97,279.00
Spring/Fall 2019	\$97,189.00	n/a	\$97,189.00
Spring/Fall 2020	\$73,182.00	<b>\$132,154.00</b>	\$205,336.00
Spring/Fall 2021	\$44,302.00	<b>\$132,750.00</b>	\$177,052.00
<b>TOTAL</b>	\$348,324.00	<b>\$264,904.00</b>	\$613,228.00

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

The development of the Let’s Go program has been a joint effort of the district, SDOT, and Cascade Bicycle Club and the result of working directly with bicycle and pedestrian safety educators, transportation professionals, neighborhood safe street advocates, teachers, adapted physical education specialists, and school administrators to ensure that the end result was a program that reflected the needs of our community, reflected best practices in bicycle and pedestrian safety, and met state physical education standards.

**7. EQUITY ANALYSIS**

The Racial Equity Analysis Tool provided an opportunity to recognize the racially equitable outcomes of the Let’s Go program. Gaining the skills to ride a bicycle and the knowledge to ride a bicycle safely can often be adversely impacted by lack of resources in a student’s home. Unfortunately, our students of color are disproportionately impacted by low household income.

By offering this bicycle and pedestrian safety education in our schools, we are able to ensure that all students, regardless of financial means, are able to gain these valuable skills and education. This is a racially equitable outcome.

**8. STUDENT BENEFIT**

The research shows that traffic collisions are the leading cause of death for persons in the age range of the students that we serve. The Let’s Go Bike and Pedestrian Safety Education Program is targeted at reducing the number of bike and pedestrian injuries and fatalities, which provides a great benefit to the health and safety of our students.

**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

This motion is in alignment with Board Policy No. 6220, Procurement, by seeking Board approval where the value of an agreement exceeds \$250,000.

~~This motion is in alignment with Board Policy No. 6114, Gifts, Grants, Donations, & Fundraising Proceeds, because the amount of the revenue received from SDOT is more than \$250,000.~~

This motion is in alignment with Board Policy No. 2185, Physical Education, to support a Comprehensive School Physical Activity Program (CSPAP) in schools including: 1) the opportunity to learn the knowledge and skills needed to establish and maintain physically active lifestyles throughout childhood and adolescence and into adulthood; 2) opportunities to be physically active; 3) staff involvement; 4) family and community engagement; and 5) a culture of health and wellness in every school.

The CSPAP program shall:

- Be taught by teachers who are certificated in Physical Education;
- Meet or exceed state Physical Education standards;
- Use a Board-adopted curricula;
- Include strong oversight at the school and district level; and
- Conduct on-going assessments of the program, teachers and students to assure the positive impact of the program

This motion is in alignment with Board Policy No. 3405, Student Wellness, as schools will have the option to incorporate a Wellness Goal in their Comprehensive School Improvement Plan (CSIP) by participating in the Let's Go program.

## 11. BOARD COMMITTEE RECOMMENDATION

This motion was discussed at the Curriculum and Instruction Committee meeting on November 12, 2019. The Committee reviewed the motion and moved the item forward for approval by the full Board.

## 12. TIMELINE FOR IMPLEMENTATION

Upon approval of this motion, the Superintendent will sign the agreements with SDOT and Cascade Bicycle Club. CBC will then proceed with implementing the Let's Go programming in sixth, seventh, and eighth grades in Seattle Public Schools.

**13. ATTACHMENTS**

- Amendment 3 to Memorandum of Understanding with Cascade Bicycle Club (for approval)
- Amendment 3 to Memorandum of Agreement with City of Seattle (for approval)



**THIRD AMENDMENT TO  
MEMORANDUM OF UNDERSTANDING  
BETWEEN  
SEATTLE SCHOOL DISTRICT NO. 1 AND  
CASCADE BICYCLE CLUB**

THIS THIRD AMENDMENT to the Memorandum of Understanding (“Amendment”) is dated effective as of the date fully executed by both parties (“Effective Date”) and is entered into by and between Seattle School District No. 1 (“District”), a Washington state municipal corporation, and Cascade Bicycle Club (“Cascade”), a non-profit entity incorporated under the laws of the state of Washington, for the purpose of extending the scope of bicycle and pedestrian safety education to include 6-8 grades in K-8 schools and middle schools for the 2019-20 and 2020-21 school years.

The District and Cascade entered into a Memorandum of Understanding (“Agreement”) dated effective August 6, 2015, herein incorporated by reference; and

The Agreement allows for amendment in writing by agreement of the parties (Section XI. Integration); and

The District and Cascade now desire to amend the terms of the Agreement as set forth below:

1. The parties agree that Section I. District, A. shall be deleted and will now read, “The District shall offer a bicycle and pedestrian safety unit in 3<sup>rd</sup>, 4<sup>th</sup>, and 5<sup>th</sup> grade physical education classes in district elementary and K-8 schools beginning with the 2016-17 academic year. The district will then expand the offering to provide a bicycle and pedestrian safety unit in 6<sup>th</sup>, 7<sup>th</sup>, and 8<sup>th</sup> grade physical education classes in middle and K-8 schools beginning in the 2019-20 academic year and continuing through the 2020-21 academic year.”
2. The parties agree that Attachment A will be removed and replaced by a new Attachment A document detailing the expansion of the program and the associated costs to encompass grades 6-8 in K-8 schools and middle schools for the 2019-20 and 2021 academic years. The new Attachment A is attached to this Amendment.
3. This Amendment embodies the entire agreement between the District and Cascade with respect to the amendment of the Agreement. In the event of any conflict or inconsistency between the provisions of the Agreement and this Amendment, the provisions of this Amendment shall control and govern.



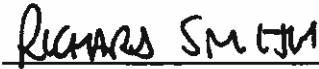
4. Any of the other provisions of the Agreement as the subject contract that are not modified in writing shall remain in full force and effect. Except as otherwise expressly provided herein, the parties did not intend to, and the execution of this Amendment shall not, in any manner impair the Agreement, the purpose of this Amendment being simply to amend and ratify the Agreement, as hereby amended and ratified, and to confirm and carry forward the Agreement, as hereby amended in full force and effect.
  
5. THIS AMENDMENT SHALL BE CONSTRUED AND GOVERNED BY THE LAWS OF THE STATE OF WASHINGTON.

IN WITNESS THEREOF, the District and Cascade have executed and deliver this Amendment effective as of the Effective Date.

CASCADE BICYCLE CLUB



Signature



Richard Smith

Executive Director

Title



Date Signed

SEATTLE SCHOOL DISTRICT NO. 1

Signature

Jolynn Berge

Assistant Superintendent, Business & Finance

Title

Date Signed

**ATTACHMENT A to CBC Amendment #3**

*Updated September 2019*

**Phased Spending Plan**

**Cascade Bicycle Club invoices Seattle Public Schools**

*Deliverables listed below are in addition to "Responsibilities" listed for Cascade Bicycle Club within the MOU.  
Deliverables are also listed for Outdoors for All - to which Cascade Bicycle Club holds them accountable.*

**Phase 4: Program Continuation and Middle School Program Expansion**

**Fall 2017**

*Cost to be paid by the District:*

Date	TOTAL AMOUNT (Quarterly)
10/1/17	\$36,372.00
<b>Fall '17 TOTAL</b>	<b>\$36,372</b>

**Spring/Fall 2018**

*Cost to be paid by the District:*

Date	TOTAL AMOUNT (Quarterly)
2/1/18	\$25,395
5/1/18	\$25,395
8/1/18	\$14,420
11/1/18	\$32,069
<b>Spring/Fall 18' TOTAL</b>	<b>\$97,279</b>

**Let's Go (Elementary) Deliverables:**

1. Train newly hired district physical education teachers in curriculum implementation prior to their delivery of the program;
2. Offer curriculum training to school staff support roles including but not limited to: instructional assistants, physical therapists, volunteers and school administrators;
3. Offer refresher training sessions to previously-trained district physical education teachers every other year;

4. Provide and manage all operations, logistics, and materials for the in-class bicycle and pedestrian safety curriculum implementation in addition to providing technical and programmatic assistance;
5. Provide equipment, technical support, and programmatic assistance for adaptive cycling program; and
6. Provide an annual summary of pre and post-assessment results including but not limited to: participating schools, average pre/post assessment scores, and number of new student bicyclists (also called 'learn-to-ride' students). Due August.
7. Provide an annual summary of the self-reported student travel tally results including but not limited to: participating schools, mode-choice results and notable trends. Provide raw data in spreadsheet form. Due August.

**Outdoors For All Deliverables:**

1. Provide direct delivery of adaptive cycling, provide required assets and asset maintenance.
2. Provide technical and programmatic assistance to Seattle Public Schools and Cascade Bicycle Club in delivering the program.
3. Acquire and maintain assets to assist in transportation of equipment for delivery of services.

**Spring/Fall 2019**

*Cost to be paid by the District:*

Date	PREVIOUS TOTAL AMOUNT (Quarterly)
2/1/19	\$22,814
5/1/19	\$22,814
8/1/19	\$13,558
11/1/19	\$38,003
<b>Spring/Fall 19' TOTAL</b>	<b>\$97,189</b>

**Let's Go (Elementary) Deliverables:**

1. Train newly hired district physical education teachers in curriculum implementation prior to their delivery of the program;
2. Offer curriculum training to school staff support roles including but not limited to instructional assistants, physical therapists, volunteers, and school administrators;
3. Offer refresher training sessions to previously-trained district physical education teachers every other year;
4. Provide and manage all operations, logistics, and materials for the in-class bicycle and pedestrian safety curriculum implementation in addition to providing technical and programmatic assistance;

5. Provide equipment, technical support, and programmatic assistance for adaptive cycling program; and
6. Provide an annual summary of pre and post-assessment results including but not limited to: participating schools, average pre/post assessment scores, and the number of new student bicyclists (also called 'learn-to-ride' students). Due August.
7. Provide an annual summary of the self-reported student travel tally results including but not limited to: participating schools, mode-choice results, and notable trends. Provide raw data in spreadsheet form. Due August.

**Outdoors For All Deliverables:**

1. Provide direct delivery of adaptive cycling, provide required assets and asset maintenance;
2. Provide technical and programmatic assistance to Seattle Public Schools and Cascade Bicycle Club in delivering the program;
3. Acquire and maintain assets to assist in the transportation of equipment for delivery of services;
4. Assist in P.E. teacher training

**Spring/Fall 2020**

*Cost to be paid by the District:*

Date	PREVIOUS TOTAL AMOUNT (Quarterly)	UPDATED TOTAL AMOUNT (Quarterly)
2/1/20	\$19,624	\$43,325
5/1/20	\$19,624	\$55,775
8/1/20	\$12,496	\$48,647
11/1/20	\$21,438	\$57,589
<b>Spring/Fall 20' TOTAL</b>	<b>\$73,182</b>	<b>\$205,336</b>

**Let's Go (Elementary) Deliverables:**

1. Train newly hired district physical education teachers in curriculum implementation prior to their delivery of the program;
2. Offer curriculum training to school staff support roles including but not limited to instructional assistants, physical therapists, volunteers, and school administrators;
3. Offer refresher training sessions to previously-trained district physical education teachers every other year;
4. Provide and manage all operations, logistics, and materials for the in-class bicycle and pedestrian safety curriculum implementation in addition to providing technical and programmatic assistance;

5. Provide equipment, technical support, and programmatic assistance for adaptive cycling program; and
6. Provide an annual summary of pre and post-assessment results including but not limited to: participating schools, average pre/post assessment scores, and the number of new student bicyclists (also called 'learn-to-ride' students). Due August.
7. Provide an annual summary of the self-reported student travel tally results including but not limited to: participating schools, mode-choice results, and notable trends. Provide raw data in spreadsheet form. Due August.

Outdoors For All Deliverables:

1. Provide direct delivery of adaptive cycling, provide required assets and asset maintenance.
2. Provide technical and programmatic assistance to Seattle Public Schools and Cascade Bicycle Club in delivering the program.
3. Acquire and maintain assets to assist in the transportation of equipment for delivery of services.
4. Assist in P.E. teacher training

Middle School (MS) Grades 6-8 Deliverables:

1. Training and certification of MS physical education pilot school teachers (teaching grades 6-8); 1-2 schools for Spring 2020, Jan.-Mar.;
  - a. Offer curriculum training to school staff support roles including but not limited to instructional assistants, physical therapists, volunteers, and school administrators;
2. Pilot delivery, Spring 2020 (1-2 schools), Jan.-Mar.;
  - a. Provide and manage all operations, logistics, and materials for the in-class bicycle and pedestrian safety curriculum implementation in addition to providing technical and programmatic assistance
3. Curriculum and assessment revisions based on feedback from four pilot schools during Spring 2020;
4. Welnet Assessment and written assessments editing and revisions
5. Program materials revised and altered based on feedback from four pilot schools and vetting teams
6. Training and curriculum re-certification of MS physical education pilot school teachers (teaching grades 6-8); 1-5 schools for Fall 2020 (\*same schools from the Fall 2019 pilot plus one additional)
  - a. Offer curriculum training to school staff support roles including but not limited to instructional assistants, physical therapists, volunteers, and school administrators;
7. Pilot delivery, Fall 2020 (1-5 schools);
  - a. Provide and manage all operations, logistics, and materials for the in-class bicycle and pedestrian safety curriculum implementation in addition to providing technical and programmatic assistance

8. Provide an annual summary of pre and post-assessment results (from Pilots) including but not limited to: participating schools, average pre/post assessment scores, and the number of new student bicyclists (also called 'learn-to-ride' students). Due August.
9. Provide an annual summary of the self-reported student travel tally results (from Pilots) including but not limited to: participating schools, mode-choice results, and notable trends. Provide raw data in spreadsheet form. Due August.

**Spring/Fall 2021**

*Cost to be paid by the District:*

Date	PREVIOUS TOTAL AMOUNT (Quarterly)	UPDATED TOTAL AMOUNT (Quarterly)
2/1/21	\$16,435	\$60,685
5/1/21	\$16,435	\$60,685
8/1/21	\$11,432	\$55,682
<b>Spring/Fall 21' TOTAL</b>	<b>\$44,302</b>	<b>\$177,052</b>

Let's Go (Elementary) Deliverables:

1. Train newly hired district physical education teachers in curriculum implementation prior to their delivery of the program;
2. Offer curriculum training to school staff support roles including but not limited to instructional assistants, physical therapists, volunteers, and school administrators;
3. Offer refresher training sessions to previously-trained district physical education teachers every other year;
4. Provide and manage all operations, logistics, and materials for the in-class bicycle and pedestrian safety curriculum implementation in addition to providing technical and programmatic assistance;
5. Provide equipment, technical support, and programmatic assistance for adaptive cycling program; and
6. Provide an annual summary of pre and post-assessment results including but not limited to: participating schools, average pre/post assessment scores, and the number of new student bicyclists (also called 'learn-to-ride' students). Due August.
7. Provide an annual summary of the self-reported student travel tally results including but not limited to: participating schools, mode-choice results, and notable trends. Provide raw data in spreadsheet form. Due August.

Outdoors For All Deliverables:

1. Provide direct delivery of adaptive cycling, provide required assets and asset maintenance.

2. Provide technical and programmatic assistance to Seattle Public Schools and Cascade Bicycle Club in delivering the program.
3. Acquire and maintain assets to assist in the transportation of equipment for delivery of services.
4. Assist in P.E. teacher training

**Middle School (MS) Grades 6-8 Deliverables:**

1. Curriculum and assessment revisions based on feedback from all pilots; finalization of the curriculum;
2. MS Curriculum Alignment with SPS maps and standards, finalization;
3. MS curriculum draft vetted by SPS Race and Equity Committee, SPS Legal Department, Principal's Association, and SEA at the District, SDOT Legal Division, and the Seattle Department of Education and Early Learning
4. Curriculum/equipment kits assembly for remaining middle school PILOT fleets;
5. Training and curriculum certification of all non-trained MS physical education teachers (teaching 6-8 grades);
  - a. Offer curriculum training to school staff support roles including but not limited to instructional assistants, physical therapists, volunteers, and school administrators;
6. Provide and manage all operations, logistics, and materials for the in-class bicycle and pedestrian safety curriculum implementation in addition to providing technical and programmatic assistance; in all registered middle schools; and
7. Provide an annual summary of pre and post-assessment results including but not limited to: participating schools, average pre/post assessment scores, and the number of new student bicyclists (also called 'learn-to-ride' students). Due August.
8. Provide an annual summary of the self-reported student travel tally results including but not limited to: participating schools, mode-choice results, and notable trends. Provide raw data in spreadsheet form. Due August.



**Amendment No. 3**  
to  
**MEMORANDUM OF AGREEMENT**  
between  
**City of Seattle (City)**  
and  
**Seattle Public Schools (District)**  
for

**Purchase of Bicycle and Pedestrian Safety Education & Training Services**

This Amendment to the original Memorandum of Agreement (Agreement) dated July 20<sup>th</sup>, 2015 adds cost associated with an elementary school bicycle and pedestrian safety education program and adds scope and cost associated with pilot training sessions for grades 6-8 in K-8 schools and middle schools.

All other terms and conditions of the original Agreement, as amended, remain in effect.

In witness whereof, the parties hereto have executed this Amendment on the date affixed to their signatures.

City of Seattle

By

  
\_\_\_\_\_  
Brian Dougherty  
Manager, Pedestrian and Neighborhood Projects

  
\_\_\_\_\_  
Date

Seattle Public Schools

By

\_\_\_\_\_  
Date



## **1. PROJECT SCOPE AND SCHEDULE**

Bicycle and pedestrian safety training sessions are to be administered to all 3rd, 4th and 5th grade students within the Seattle Public School (District) each school year. This amendment increases the funding provided to Seattle Public Schools to administer the existing program. The program will be piloted in K-8 and Middle Schools for future expansion to 6<sup>th</sup>, 7<sup>th</sup>, and 8<sup>th</sup> grade P.E. classes at every K-8 and Middle School.

To monitor changes in student travel behaviors over time, a Student Arrival and Departure Tally Sheet will be administered to each PE class at the beginning of the 3-week unit to record mode choice. The completed Tally Sheets will be provided to the Seattle Department of Transportation quarterly.

### **Phase 3: Program Implementation – Middle School Program**

Deliverables for phase 3 will include:

- 1) Bicycle & Pedestrian safety training at K-8 and Middle School pilot sites
  - a) Train P.E. teachers and other school staff at 1-2 schools – 1/1/2020
  - b) Conduct pilot program at 2-3 schools – 4/1/2020
  - c) Curriculum revisions based on pilot feedback – 7/1/2020
  - d) Conduct pilot program at 5 schools – 10/1/2020
  - e) Curriculum revisions based on feedback from all pilots and finalization – 1/1/2021
  - e) Summary of pre and post test scores and numbers served for the district

### **Phase 4: Program Continuation – Elementary School Program**

Deliverables for phase 4 will include:

#### **4.1) Bicycle & Pedestrian Safety Education and Training at all Elementary School sites, and Equipment, Technical and Programmatic Assistance for Adaptive Cycling Program at all Elementary School sites**

- a) Q1 Training and Tally Sheets – 1/1/2020
- b) Q2 Training and Tally Sheets – 4/1/2020
- c) Q3 Training and Tally Sheets – 7/1/2020
- d) Q4 Training and Tally Sheets – 10/1/2020
- e) Q1 Training and Tally Sheets – 1/1/2021
- f) Q2 Training and Tally Sheets – 4/1/2021
- g) Q3 Training and Tally Sheets – 7/1/2021
- h) Summary of pre and post test scores and numbers served for entire district

### **Phase 4: Program Continuation – Middle School Program**

Deliverables for phase 4 will include:

4.2) Bicycle & Pedestrian Safety Education and Training at all Middle School sites

- a) Q2 Training and Tally Sheets – 4/1/2021
- b) Q3 Training and Tally Sheets – 7/1/2021
- c) Summary of pre and post test scores and numbers served for entire district

**2. FINANCIAL COST RESPONSIBILITIES**

2.1 SDOT will be responsible for making the following milestone payments to the District upon receipt of invoice based on the Agreement schedule in Section 1 above:

<b>DATE</b>	<b>PHASE</b>	<b>DELIVERABLE</b>	<b>AMOUNT</b>
1/1/2020	3 & 4	3a, 4.1a	\$43,325.00
4/1/2020	3 & 4	3b, 4.1b	\$55,775.00
7/1/2020	3 & 4	3c, 4.1c	\$48,647.00
10/1/2020	3 & 4	3d, 4.1d	\$57,589.00
<b>GRAND TOTAL</b>			<b>\$205,336.00</b>
1/1/2021	3 & 4	3e, 4.1e	\$60,685.00
4/1/2021	4	4.1f, 4.2a	\$60,685.00
7/1/2021	4	4.1g, 4.2b	\$55,682.00
<b>GRAND TOTAL</b>			<b>\$177,052.00</b>