



SCHOOL BOARD ACTION REPORT

DATE: May 22, 2018
FROM: Dr. Larry Nyland, Superintendent
LEAD STAFF: Dr. Flip Herndon, Associate Superintendent Facilities and Enrollment, ltherndon@seattleschools.org;
Eric McCurdy, Executive Director of Athletics, ecmccurdy@seattleschools.org

For Introduction: June 27, 2018

For Action: July 11, 2018

1. TITLE

Athletic Trainer Support Services Contract

2. PURPOSE

The District's Athletic Department is requesting approval for the Seattle Children's Hospital Athletic Trainer Contract to provide athletic trainers for ten high schools for 2018-2019 and, with mutual agreement, extend the agreement scope in 2019-2020 to 11 high schools. The contract is for \$346,000 in the first year and may be extended for two additional one-year terms at the annual cost of \$380,600.

3. RECOMMENDED MOTION

I move that the School Board authorize the Superintendent to execute a personal service contract with Seattle Children's Hospital in the amount of \$346,000.00 for the first 1-year term. The contract may be extended on an annual basis up to two (2) additional one-year terms to include 11 high schools in the amount of \$380,600. Either party may terminate this Agreement at any time upon thirty (30) days written notice. Total expenditure not to exceed \$1,107,200.00.

4. BACKGROUND INFORMATION

- a. Background:** The District has active athletic programs in place in ten high schools throughout the city of Seattle: Ballard, Cleveland, Franklin, Garfield, Nathan Hale, Ingraham, Rainier Beach, Roosevelt, Chief Sealth, and West Seattle. Lincoln High School will become a part of this contract in the 2019-2020 School year. The Athletic Department has a contracted athletic training program in the District in conjunction with current interscholastic athletic events and programs over the last several years.

Certified athletic trainers have been working with each of the District's secondary schools that participate in interscholastic athletic events. Systems have been developed to ensure competitive and safe athletic programs.

Seattle Public Schools has contracted out athletic training services since 2000. The proposed motion would allow for a one-year term contract with two optional one-year extensions with Seattle Children’s Hospital for Certified Athletic Trainers in the High Schools.

- b. Alternatives:** It is standard practice for Seattle Public Schools and surrounding districts to provide athletic trainer services at athletic events. Athletic trainers do taping, preventive services, therapeutic services, and immediate concussion and other injury response to provide a safe environment for student athletes and mitigate risks for the district.

The alternative to contracting athletic trainer services would be to staff full time district trainers. The district estimates that it would take the equivalent of five full-time equivalent employees to perform a similar level of service to district high schools.

- c. Research:** During a previous contract process, the Athletic Office surveyed surrounding districts to compare practices for athletic trainers. There has been no change since that time.

<u>District</u>	<u>Staff</u>	<u>Considering contracting out?</u>	<u>District-mandated for athletic events?</u>	<u>Funding source</u>
Tacoma	Stipends for CTE teachers	No	Yes	CTE, stipends from after-school funds
Highline	2 FTE for 4 high schools	No	No	CTE, general funds
Spokane	1 FTE	No	No	CTE program
Bellevue	1000 hr/school/year; school employees	Yes	Yes	General fund
Federal Way	Stipends for employees	Yes	No	General fund
Renton	One teacher; student practicum	Contract some now	No	CTE, general fund
North Shore	700 hours stipend	Yes	Yes	General fund
Issaquah	One teacher; contract out for two schools	Yes	No	CTE, General fund
Lake Washington	Teacher at each school	Contract some now	Yes	General fund

5. FISCAL IMPACT/REVENUE SOURCE

Fiscal impact to this action will be \$346,000.

The revenue source for this motion is the General Fund.

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

NA

8. STUDENT BENEFIT

Certified athletic trainers will work with athletic department personnel to augment current systems that ensure competitive and safe athletic programs. They will also attend athletics sports practices and games of each of the schools and provide trainings to coaching staff and monitor athletic injuries of student athletes.

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, this contract must receive Board approval. Athletic trainers also help ensure compliance with Policy No. 3422, Student Sports - Concussion, Head Injuries and Sudden Cardiac Arrest.

11. BOARD COMMITTEE RECOMMENDATION

This motion was discussed at the Operations Committee meeting on June 7, 2018. The Committee reviewed the motion and moved the item forward with a recommendation for consideration of one year term for our ten (10 high schools) for 2018-19. The contract may be extended on an annual basis up to two (2) additional one-year terms to include 11 high schools with contract terms approved by the full Board.

12. TIMELINE FOR IMPLEMENTATION

Upon approval, contracted services would start on August 1.

13. ATTACHMENTS

- RFP01836 Agreement

AGREEMENT ATHLETIC TRAINER SUPPORT SERVICES

This agreement, Contract No. RFP01836 is effective _____ by and between Seattle School District No. 1, a Washington municipal corporation (District), and Seattle Children's Hospital (Contractor). The District and Contractor agree as follows:

1. SCOPE OF WORK AND SCHEDULE

Contractor shall provide services as described in Exhibit A, Scope of Services. Contractor is authorized to proceed upon receipt of this signed Agreement. This contract shall be in effect from the effective date through June 30, 2019. With mutual agreement between the District and Contractor, the contract may be extended on an annual basis up to two (2) additional one-year terms. Either party may terminate this Agreement at any time upon thirty (30) days written notice.

2. CONTRACT PRICE

District agrees to pay Contractor an amount, on a time and materials basis, estimated to be **THREE HUNDRED FORTY-SIX THOUSAND DOLLARS (\$346,000)** which would cover ten (10) schools at twenty-six (26) hours per week for forty-four (44) weeks for the 2018-2019 school year. Year two and three of the contract would increase to \$380,600 yearly and would cover eleven (11) high schools at twenty-six (26) hours per week for forty-four (44) weeks for 2019-2021. Total expenditure not to exceed \$1,107,200.00. This amount constitutes the "Maximum Authorized Compensation" as shown in Exhibit F, Fees, for services to perform the work identified in the Request for Proposal No. RFP01836.

This amount shall constitute complete compensation for all costs and fees incurred, including any expenses for meals, travel, lodging, and Washington State sales tax, if applicable. Any increase above this amount will require agreement by the parties.

Compensation will be paid monthly to the extent that Contractor presents documented evidence of fees earned and expenses incurred during the period for which payment is requested, and in no case shall the total compensation exceed the Maximum Authorized Compensation. Contractor shall submit its invoices in the form and according to the schedule prescribed in the General Conditions, to the address listed in paragraph 3.

3. COMMUNICATION

The District's representative for this contract is Tara Davis, Assistant Director of Athletics. All correspondence, requests, notices and other communications to the District, in relation to this Agreement, shall be in writing and shall be delivered to:

To the District:

Tara Davis
Asst. Director of Athletics
Mail Stop AG-661
Seattle School District No. 1
P.O. Box 34165
Seattle, WA 98124-1165

To Vendor:

James Santucci
VP Perioperative & Surgical Service
Lines
Seattle Children's Hospital
4800 Sand Point Way NE
Seattle, WA 98105

With an electronic copy of any notice relating to breach or termination also sent to:

GeneralCounsel@seattlechildrens.org

Either party may from time to time change such addresses by giving the other party notice of such change in accordance with the provisions in Paragraph 3 above.

4. CONTRACTOR'S REPORTS

Contractor shall provide reports as requested by District and as specified in Exhibit A, Scope of Services.

5. PERSONNEL

Contractor shall assign the personnel listed in Exhibit B.2, Team Organization, for the performance of the Work and shall not (for so long as they remain in Contractor's employ) reassign or remove any of them without the prior written consent of District.

6. THIS AGREEMENT INCLUDES THE FOLLOWING ATTACHMENTS:

Exhibit	Topic
A	Scope of Services
B	Proposal response sections for RFP01836 dated March 28, 2018: B.1: Approach B.2: Team Organization B.3: Availability and Capacity B.4: Experience
C	List of Schools
D	Addendum No. 1, dated March 23, 2018.
E	General Conditions of Personal Services Contract (Short Form)
F	Fees from Contractor

SEATTLE CHILDREN'S HOSPITAL

SEATTLE SCHOOL DISTRICT NO. 1

Signature

Signature

(Contractor Representative)

Dr. Larry Nyland

Title

Superintendent
Title

Date Signed

Date Signed

Company Name

SEATTLE CHILDREN'S HOSPITAL

SEATTLE SCHOOL DISTRICT NO. 1

Employer I.D. No. or Social Security No.