

**PARTNERSHIP AGREEMENT**  
BETWEEN  
BOYS & GIRLS CLUBS OF SKAGIT COUNTY  
AND  
CONCRETE SCHOOL DISTRICT #11  
AND  
SKAGIT COUNTY PUBLIC HOSPITAL DISTRICT #304  
dba UNITED GENERAL DISTRICT 304

**PURPOSE**

Pending The Boys & Girls Clubs of Skagit County (BGCSC) and Concrete School District #11 (CSD) and United General District 304 (UGD) desire to work in partnership to provide mentorship, tutoring, enrichment, and nutritional services for students who are at-risk of failure. The proposed services and partnership is the result of meaningful dialogue and engagement started in November 2016, inclusive of feedback and direction from an Advisory Group, initial Parent/Family Surveys, and professional staff representing each agency.

**SCOPE OF SERVICES**

BGCSC agrees to the following:

1. Operate programs and services for youth in grades K-8 in the Concrete School District, in accordance with all standards and benchmarks established in accordance with 21st Century Community Learning Center programs in Washington
2. Recruit, screen, train, celebrate, and retain, multi-generational volunteers to work with youth during out-of-school hours
3. Provide required training to program staff
4. Provide the coordination of services of program staff
5. Work with CSD staff to help facilitate connections between program, schools, and families
6. Coordinate new community partners and initiatives that benefit CSD students
7. Serve as primary partner in efforts to ensure sustainability of project activities after grant expiration
8. Plan and coordinate quarterly service learning project opportunities in support of Varsity in Volunteerism
9. Provide families with marketing collateral and referrals to the Concrete Farm to School program
10. Engage participants in seasonal stewardship of the Farm to School effort, maintaining the garden and ancillary supports during school breaks
11. Provide referrals to Prevention/Intervention Specialist and work in-tandem to address obstacles to student success
12. Provide families with information regarding SafeSchool Tip Line with a regular cadence, and educate students as to its purpose and function
13. Respond to data requests concerning participant outcomes in support of partner services in a timely manner
14. Communicate monthly with designated CSD and UGD staff regarding progress and participation levels

15. Coordinate all core summer program sessions with CSD and UGD prioritized initiatives
16. Conduct quarterly family-night activities in the following four areas: Literacy, Math, STEM, Career Preparation
17. Create linkages between 21st CCLC program and school day by communicating monthly with classified and certified staff, regularly provide interaction during lunch and recess periods for relationship building and recruitment strategies, and review opportunities for complementary activity alignment reflecting current instructional units in the classroom setting
18. Provide a welcome, inclusive setting for all youth, while working to recruit and retain targeted youth for participate based on at-risk factors of SBA achievement levels, homework completion, attendance, and/or, behavior
19. Clean space in portable provided on a regular basis as well as pick up supplies & lightly clean in other spaces provided

CSD agrees to the following:

1. Provide one staff member, four days a week, to supplement academic support services
2. Provide transportation home for participants on days when school is in session
3. Provide limited transportation (targeted outlying communities as identified by CSD) to and from core summer program locations
4. Provide a free breakfast and lunch for all program attendees during core summer program sessions (July/August)
5. Provide a dedicated classroom space (homebase) at each program campus
6. Provide ancillary facility space at each program campus for joint/adaptable use
7. Provide office space for two full-time employees to plan, meet with partners, input and analyze data
8. Participate in regularly scheduled meetings of grant partners
9. Participate with other project partners in efforts to ensure sustainability of project activities after the grant expires
10. Provide targeted students and families with encouragement to register and participate regularly
11. Provide student grades for first and fourth quarters, and collect state assessment scores for review and analysis by Evaluator
12. Provide collaborative opportunities to integrate other federal, state, and local programs to achieve program goals, especially relating to Title I
13. Assist in identifying expanded partner agencies to effectively support activities post grant award
14. Provide regular notice of changes to school day schedule or school year calendar, to ensure programs and interventions are most available when, and as, youth need them
15. Promote family participation in program activities surrounding literacy development, nutrition, parenting skills, financial literacy, and career development
16. Provide cleaning supplies & equipment for BGCSC staff to clean portable on a regular basis.

UGD agrees to the following:

1. Coordinate a Varsity in Volunteerism program, focusing on High School students, and through which, youth who volunteer 100 hours or more and maintain, at minimum, a 2.0 GPA are recognized
2. Coordinate participant engagement in the Concrete Farm to School program that will increase student access to local produce, providing nutrition, and ancillary relevant educational engagement in nutrition, gardening, and culinary education
3. Provide a Farm to School Coordinator
4. Provide a Community Resource Coordinator
5. Facilitate semi-monthly support meetings between BGCSC staff and the Prevention/Intervention Specialist to ensure fully engaged wrap-around support
6. Promote a SafeSchools Tip Line that enables students to anonymously reports dangers to themselves, their peers, or community members
7. Communicate any relevant internship or seasonal employment opportunities for teens
8. Collect the following data quarterly, compile basic analysis and provide to partners: parent & family/student/teacher/community surveys, SafeSchools Tip Line, Prevention/Intervention Specialist activities with participants
9. Establish, lead, and maintain an active Advisory Group that meets quarterly to review activities, promote advocacy, and work toward full sustainability of grant activities
10. Assist in identifying expanded partner agencies to effectively support activities post grant award
11. Support family participation in program activities surrounding literacy development, nutrition, parenting skills, financial literacy, and career development

### **TRANSPORTATION PLAN**

During the school year, students will walk from their classroom at the final bell, directly to the dedicated classroom for CCLC. Students will check-in to the MyClubHub system or its successor, which will record all attendance and program participation.

Students requiring transportation home, following a provided supper, will be bused by CSD, using CSD vehicles, drivers and resources for payment. All students will travel together on assigned routes through the City, and to the western (Birdsview), and eastern (Marblemount) edges of CSD boundaries. Due to the isolated nature, distance of travel, and necessary efficiencies, only one run encompassing all ages will be made to each area. Not only are students used to this all-age method because of regular transportation operations by CSD, it also ensures all students in a family arrive home together.

During the summer, when CSD is providing seated Summer School, morning runs to these same locations will pick-up students and deliver them to each site at a coordinated drop time. At the end of the program day, afternoon runs will transport students back to their respective pick up locations.

At the time of registration, families will indicate their plan for each student: CSD Bus, Walk, or, parent dropoff/pickup. Any variance in the registered transportation plan for a student will require a signed note from the parent or guardian. Bus drivers will be provided with regular, up to date Emergency Contact lists of their assigned students.

To maintain safety and coordination, only students with authorized transportation plans to ride the bus will be given a Bus Pass, with their assigned route and stop number. Any occasional rider, with the required parental note, will be given a one-day pass, with a copy of the note from the parent and parental emergency contact information included.

Off-site programs and activities including facilitated mentor sessions and field trips, will be conducted using the most efficient use of transportation available based on student load. This may include CSD Bus, for which CSD will charge BGCSC an amount equivalent to mileage, driver time, and fuel costs, as determined by CSD; private motorcoach transportation using a bonded company, or; BGCSC vehicle, using a driver who has completed advanced training by a third-party entity.

### **TERM OF AGREEMENT**

August 1, 2023 through December 31, 2023 - if 21st Century Learning Center award is not awarded to Boys & Girls Clubs of Skagit County from OSPI

### **ADMINISTRATION**

The following individuals are designated as representatives of the respective parties (BGCSC and CSD and UGD). The representatives shall be responsible for administration of this Agreement and for coordinating and monitoring performance under this Agreement. In the event such representatives are changed, the party making the change shall notify the other parties.

The BGCSC representative shall be Ron McHenry

The CSD representative shall be Carrie Crickmore

The UGD representative shall be Carol Hawk

### **CERTIFICATION**

By signing this Partnership Agreement, all parties certify that they will comply with the statements contained within.

Boys & Girls Clubs of Skagit County



7/31/2023

\_\_\_\_\_  
Ron McHenry  
CEO

\_\_\_\_\_  
Date

Concrete School District #11

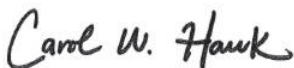


7/31/2023

\_\_\_\_\_  
Carrie Crickmore  
Interim Superintendent

\_\_\_\_\_  
Date

Skagit County Public Hospital District #304 dba United General District 304



8/2/2023

\_\_\_\_\_  
Carol Hawk  
COO

\_\_\_\_\_  
Date