

School Support Agreement for Vista Middle School

Background and Introduction

This document defines the responsibilities of Communities In Schools (CIS) of Whatcom Skagit and Vista Middle School. The following agreement is designed to assist CIS of Whatcom - Skagit and Vista Middle School in the effective delivery of integrated student supports.

For the 2021-2022 school year and due to the ever-evolving COVID-19 pandemic, these integrated student supports may be provided virtually or provided as a hybrid with both virtual and in-school supports. (CIS) of Whatcom - Skagit and Vista Middle School, with information provided from the school district and local public health officials, can decide if and when supports can resume in-person fulltime.

The CIS mission is to surround students with a community of support, empowering them to stay in school and achieve in life. CIS establishes partnerships among service agencies, business organizations, community members and the school to effectively provide the vital non-academic resources and supports that low-income and disadvantaged youth need to succeed and stay on the path to graduation. CIS will provide a site coordinator to work in the school with students, staff and families. Through site coordination and case management the site coordinator will connect the school and students with the following tiers of support, which address school wide as well as individual needs.

- **Tier I:** Widely available services designed to foster a positive school climate and address school-level risk factors.
- **Tier II:** Targeted services typically provided in a group setting to students with a common need.
- **Tier III:** Intensive, individualized services typically provided in a one-on-one setting to students with highly specific needs.

Through the work of CIS, partnerships are built that bring comprehensive resources and supports into the school to meet the needs of at-risk students and address risk factors related to drop-out.

Communities In Schools Responsibilities

CIS of Whatcom - Skagit will:

1. Provide a Full Time CIS site coordinator on campus and/or virtually 30-40 hours per week in accordance with the school calendar to complete the following:
 - Build community partnerships to address needs identified in CIS Annual Needs Assessment;
 - Connect and provide integrated student supports aligned with CIS School Support Plan and individual Student Support Plans;
 - Serve as a liaison to school administrators while working with community organizations and volunteers.
2. Work collaboratively with school principal and identified leadership to conduct a school wide Needs Assessment and develop a School Support Plan to address identified needs in-person and/or virtually.
3. Establish a School Support Team that may include school staff, leadership, and others to monitor and inform the School Support Plan and offer guidance and assistance in delivering the three tiers of support.
4. Work with school leadership and staff to establish a referral process accommodating for virtual learning environments for identifying case-managed students.
5. Implement CIS School Support Plan strategies throughout the year to address identified needs and establish a quarterly or monthly reporting process to school leadership and School Support Team.
6. Provide timely, consistent communication to school leadership regarding issues when delivering supports.
7. Provide opportunities for the school to access supports for students, teachers and families in-person and/or virtually.
8. Ensure all individuals working with students on behalf of CIS have undergone the appropriate criminal background checks in accordance with CIS of Whatcom - Skagit and Vista Middle School policies.
9. Gather required student/school data necessary to develop school and student supports plans and regularly assess progress on their established goals.
10. Create tools to measure progress on agreed-upon outcomes.
11. Secure approved parent/guardian consent forms for all students that will receive targeted and individualized support, in accordance with all relevant privacy laws.
12. Promote all partners on marketing materials as appropriate.

Vista Middle School Responsibilities

Vista Middle School will:

1. Provide a staff person as point of contact and serve as liaison to CIS of Whatcom- Skagit.
2. Work collaboratively with CIS site coordinator and CIS affiliate leadership to conduct a school wide Needs Assessment and develop a School Support Plan to address those identified needs.
3. Maintain open communication with the CIS site coordinator and CIS Executive Director as needed to provide timely and consistent information regarding progress and challenges when delivering supports.
4. Work with the site coordinator and other school staff to establish/designate a CIS School Support Team.
5. Include the CIS site coordinator in school meetings and activities as appropriate to ensure integration into the school as a productive partner.
6. Provide access to a workspace location at the school, including telephone and Internet. Access to workspace and school equipment will be maintained before, during and after regular school hours.
7. Work collaboratively to support student/family confidentiality in accordance with district policy and ensure information is shared on a need-to-know basis.
8. Provide access to and assistance in gathering appropriate data and information for students on their caseload (following all FERPA regulations) for program evaluation at agreed-upon intervals. These data will be available in aggregate and for individual students with parent/guardian consent. Access to the following data will include, but is not limited to:
 - Attendance
 - Behavior referrals, suspensions, disciplinary reports, etc.
 - Course performance
 - Benchmark/Standardized test scores
 - Social Emotional Learning
 - Student population demographics: Such as enrollment, ethnic distribution, free/reduced lunch (if allowable by school policy), English Language Learners, economic data, etc.
 - End of year status (e.g., graduation, retention and promotion information)
 - School-approved surveys (i.e., school climate, conditions for learning) to school staff, parents and/or students
9. Facilitate collection of service information from other service providers at Vista Middle School.
10. Agree to engage the designated CIS staff on efforts that fall within the mission of CIS.
11. Promote all partners on marketing materials as appropriate.

Referral Process for Case-Managed Students

CIS will work with school staff and administration to identify students that are in need of individualized support. Site coordinators will provide referral forms and a process accommodating for virtual learning environments to all staff and administration that must be completed before CIS will consider adding a student to their caseload. This form can be found at Site Coordinators office.

Agreement Duration

This agreement will cover mutually agreed upon programs and services provided during the following time period:

Start Date: _9/1/2021_ **to End Date:** _9/1/2022_

Modification or Termination

If this agreement is to be modified or terminated, the modification amendment or termination request must be submitted in writing and agreed upon by authorized representatives of CIS of Whatcom - Skagit and Vista Middle School.

Signatures

Ario Salazar, Executive Director

Communities In Schools of Whatcom - Skagit

Date: _____

Heather Leighton, Principal

Vista Middle School

Date: _____

School Support Agreement for Ferndale High School

Background and Introduction

This document defines the responsibilities of Communities In Schools (CIS) of Whatcom Skagit and Ferndale High School. The following agreement is designed to assist CIS of Whatcom - Skagit and Ferndale High School in the effective delivery of integrated student supports.

For the 2021-2022 school year and due to the ever-evolving COVID-19 pandemic, these integrated student supports may be provided virtually or provided as a hybrid with both virtual and in-school supports. (CIS) of Whatcom - Skagit and Ferndale High School, with information provided from the school district and local public health officials, can decide if and when supports can resume in-person fulltime.

The CIS mission is to surround students with a community of support, empowering them to stay in school and achieve in life. CIS establishes partnerships among service agencies, business organizations, community members and the school to effectively provide the vital non-academic resources and supports that low-income and disadvantaged youth need to succeed and stay on the path to graduation. CIS will provide a site coordinator to work in the school with students, staff and families. Through site coordination and case management the site coordinator will connect the school and students with the following tiers of support, which address school wide as well as individual needs.

- **Tier I:** Widely available services designed to foster a positive school climate and address school-level risk factors.
- **Tier II:** Targeted services typically provided in a group setting to students with a common need.
- **Tier III:** Intensive, individualized services typically provided in a one-on-one setting to students with highly specific needs.

Through the work of CIS, partnerships are built that bring comprehensive resources and supports into the school to meet the needs of at-risk students and address risk factors related to drop-out.

Communities In Schools Responsibilities

CIS of Whatcom - Skagit will:

1. Provide a Full Time CIS site coordinator on campus and/or virtually 30-40 hours per week in accordance with the school calendar to complete the following:
 - Build community partnerships to address needs identified in CIS Annual Needs Assessment;
 - Connect and provide integrated student supports aligned with CIS School Support Plan and individual Student Support Plans;
 - Serve as a liaison to school administrators while working with community organizations and volunteers.
2. Work collaboratively with school principal and identified leadership to conduct a school wide Needs Assessment and develop a School Support Plan to address identified needs in-person and/or virtually.
3. Establish a School Support Team that may include school staff, leadership, and others to monitor and inform the School Support Plan and offer guidance and assistance in delivering the three tiers of support.
4. Work with school leadership and staff to establish a referral process accommodating for virtual learning environments for identifying case-managed students.
5. Implement CIS School Support Plan strategies throughout the year to address identified needs and establish a quarterly or monthly reporting process to school leadership and School Support Team.
6. Provide timely, consistent communication to school leadership regarding issues when delivering supports.
7. Provide opportunities for the school to access supports for students, teachers and families in-person and/or virtually.
8. Ensure all individuals working with students on behalf of CIS have undergone the appropriate criminal background checks in accordance with CIS of Whatcom - Skagit and Ferndale High School policies.
9. Gather required student/school data necessary to develop school and student supports plans and regularly assess progress on their established goals.
10. Create tools to measure progress on agreed-upon outcomes.
11. Secure approved parent/guardian consent forms for all students that will receive targeted and individualized support, in accordance with all relevant privacy laws.
12. Promote all partners on marketing materials as appropriate.

Ferndale High School Responsibilities

Ferndale High School will:

1. Provide a staff person as point of contact and serve as liaison to CIS of Whatcom- Skagit.
2. Work collaboratively with CIS site coordinator and CIS affiliate leadership to conduct a school wide Needs Assessment and develop a School Support Plan to address those identified needs.
3. Maintain open communication with the CIS site coordinator and CIS Executive Director as needed to provide timely and consistent information regarding progress and challenges when delivering supports.
4. Work with the site coordinator and other school staff to establish/designate a CIS School Support Team.
5. Include the CIS site coordinator in school meetings and activities as appropriate to ensure integration into the school as a productive partner.
6. Provide access to a workspace location at the school, including telephone and Internet. Access to workspace and school equipment will be maintained before, during and after regular school hours.
7. Work collaboratively to support student/family confidentiality in accordance with district policy and ensure information is shared on a need-to-know basis.
8. Provide access to and assistance in gathering appropriate data and information for students on their caseload (following all FERPA regulations) for program evaluation at agreed-upon intervals. These data will be available in aggregate and for individual students with parent/guardian consent. Access to the following data will include, but is not limited to:
 - Attendance
 - Behavior referrals, suspensions, disciplinary reports, etc.
 - Course performance
 - Benchmark/Standardized test scores
 - Social Emotional Learning
 - Student population demographics: Such as enrollment, ethnic distribution, free/reduced lunch (if allowable by school policy), English Language Learners, economic data, etc.
 - End of year status (e.g., graduation, retention and promotion information)
 - School-approved surveys (i.e., school climate, conditions for learning) to school staff, parents and/or students
9. Facilitate collection of service information from other service providers at Ferndale High School.
10. Agree to engage the designated CIS staff on efforts that fall within the mission of CIS.
11. Promote all partners on marketing materials as appropriate.

Referral Process for Case-Managed Students

CIS will work with school staff and administration to identify students that are in need of individualized support. Site coordinators will provide referral forms and a process accommodating for virtual learning environments to all staff and administration that must be completed before CIS will consider adding a student to their caseload. This form can be found at Site Coordinators office.

Agreement Duration

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Start Date: _9/1/2021_ **to End Date:** __9/1/2022__

Modification or Termination

If this agreement is to be modified or terminated, the modification amendment or termination request must be submitted in writing and agreed upon by authorized representatives of CIS of Whatcom - Skagit and Ferndale High School.

Signatures

Ario Salazar, Executive Director

Communities In Schools of Whatcom - Skagit

Date: _____

Ravinder Dhillon, Principal

Ferndale High School

Date: _____

School Support Agreement for Horizon Middle School

Background and Introduction

This document defines the responsibilities of Communities In Schools (CIS) of Whatcom Skagit and Horizon Middle School. The following agreement is designed to assist CIS of Whatcom - Skagit and Horizon Middle School in the effective delivery of integrated student supports.

For the 2021-2022 school year and due to the ever-evolving COVID-19 pandemic, these integrated student supports may be provided virtually or provided as a hybrid with both virtual and in-school supports. (CIS) of Whatcom - Skagit and Horizon Middle School, with information provided from the school district and local public health officials, can decide if and when supports can resume in-person fulltime.

The CIS mission is to surround students with a community of support, empowering them to stay in school and achieve in life. CIS establishes partnerships among service agencies, business organizations, community members and the school to effectively provide the vital non-academic resources and supports that low-income and disadvantaged youth need to succeed and stay on the path to graduation. CIS will provide a site coordinator to work in the school with students, staff and families. Through site coordination and case management the site coordinator will connect the school and students with the following tiers of support, which address school wide as well as individual needs.

- **Tier I:** Widely available services designed to foster a positive school climate and address school-level risk factors.
- **Tier II:** Targeted services typically provided in a group setting to students with a common need.
- **Tier III:** Intensive, individualized services typically provided in a one-on-one setting to students with highly specific needs.

Through the work of CIS, partnerships are built that bring comprehensive resources and supports into the school to meet the needs of at-risk students and address risk factors related to drop-out.

Communities In Schools Responsibilities

CIS of Whatcom - Skagit will:

1. Provide a Full Time CIS site coordinator on campus and/or virtually 30-40 hours per week in accordance with the school calendar to complete the following:
 - Build community partnerships to address needs identified in CIS Annual Needs Assessment;
 - Connect and provide integrated student supports aligned with CIS School Support Plan and individual Student Support Plans;
 - Serve as a liaison to school administrators while working with community organizations and volunteers.
2. Work collaboratively with school principal and identified leadership to conduct a school wide Needs Assessment and develop a School Support Plan to address identified needs in-person and/or virtually.
3. Establish a School Support Team that may include school staff, leadership, and others to monitor and inform the School Support Plan and offer guidance and assistance in delivering the three tiers of support.
4. Work with school leadership and staff to establish a referral process accommodating for virtual learning environments for identifying case-managed students.
5. Implement CIS School Support Plan strategies throughout the year to address identified needs and establish a quarterly or monthly reporting process to school leadership and School Support Team.
6. Provide timely, consistent communication to school leadership regarding issues when delivering supports.
7. Provide opportunities for the school to access supports for students, teachers and families in-person and/or virtually.
8. Ensure all individuals working with students on behalf of CIS have undergone the appropriate criminal background checks in accordance with CIS of Whatcom - Skagit and Horizon Middle School policies.
9. Gather required student/school data necessary to develop school and student supports plans and regularly assess progress on their established goals.
10. Create tools to measure progress on agreed-upon outcomes.
11. Secure approved parent/guardian consent forms for all students that will receive targeted and individualized support, in accordance with all relevant privacy laws.
12. Promote all partners on marketing materials as appropriate.

Horizon Middle School Responsibilities

Horizon Middle School will:

1. Provide a staff person as point of contact and serve as liaison to CIS of Whatcom- Skagit.
2. Work collaboratively with CIS site coordinator and CIS affiliate leadership to conduct a school wide Needs Assessment and develop a School Support Plan to address those identified needs.
3. Maintain open communication with the CIS site coordinator and CIS Executive Director as needed to provide timely and consistent information regarding progress and challenges when delivering supports.
4. Work with the site coordinator and other school staff to establish/designate a CIS School Support Team.
5. Include the CIS site coordinator in school meetings and activities as appropriate to ensure integration into the school as a productive partner.
6. Provide access to a workspace location at the school, including telephone and Internet. Access to workspace and school equipment will be maintained before, during and after regular school hours.
7. Work collaboratively to support student/family confidentiality in accordance with district policy and ensure information is shared on a need-to-know basis.
8. Provide access to and assistance in gathering appropriate data and information for students on their caseload (following all FERPA regulations) for program evaluation at agreed-upon intervals. These data will be available in aggregate and for individual students with parent/guardian consent. Access to the following data will include, but is not limited to:
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 - Course performance
 - Benchmark/Standardized test scores
 - Social Emotional Learning
 - Student population demographics: Such as enrollment, ethnic distribution, free/reduced lunch (if allowable by school policy), English Language Learners, economic data, etc.
 - End of year status (e.g., graduation, retention and promotion information)
 - School-approved surveys (i.e., school climate, conditions for learning) to school staff, parents and/or students
9. Facilitate collection of service information from other service providers at Horizon Middle School.
10. Agree to engage the designated CIS staff on efforts that fall within the mission of CIS.
11. Promote all partners on marketing materials as appropriate.

Referral Process for Case-Managed Students

CIS will work with school staff and administration to identify students that are in need of individualized support. Site coordinators will provide referral forms and a process accommodating for virtual learning environments to all staff and administration that must be completed before CIS will consider adding a student to their caseload. This form can be found at Site Coordinators office.

Agreement Duration

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Start Date: _9/1/2021_ **to End Date:** ____9/1/2022____

Modification or Termination

If this agreement is to be modified or terminated, the modification amendment or termination request must be submitted in writing and agreed upon by authorized representatives of CIS of Whatcom - Skagit and Horizon Middle School.

Signatures

Ario Salazar, Executive Director

Communities In Schools of Whatcom - Skagit

Date: _____

Christine McDaniel, Principal

Horizon Middle School

Date: _____



MAILED
6/1/21
(2 orig.)

**AGREEMENT BETWEEN THE FERNDALE SCHOOL DISTRICT
AND COMMUNITIES IN SCHOOLS OF WHATCOM-SKAGIT
2021-2022**

I. PURPOSE

This Agreement is entered into between the Ferndale School District (hereinafter called FSD) and Communities In Schools of Whatcom-Skagit (hereinafter called CIS of WS). This agreement defines the responsibilities of each party and is designed to assist in the effective delivery of school-wide supports & individualized integrated student services.

All parties agree to support the implementation of Integrated Student Supports service delivery in the Ferndale School District, at Vista M.S., for the purposes of supporting school-wide and individualized "readiness to learn" efforts, student-to-school-bonding, community building, and student achievement through social-emotional learning interventions. (Please see attached "Our Unique Model" document).

The strategic long-term goal of this partnership between CIS of WS and the FSD is to have a CIS of WA Site Coordinator at Vista M.S. Both parties are responsible for the achievement of this goal, its financing and its sustainability.

II. PARTNER BACKGROUND

Ferndale School District's educational excellence inspires and prepares students to become critical thinkers, active learners, resilient and responsible members of society, who are successful in feeling part of the global community. The District is innovative and committed to implementing proven best-practice strategies with fidelity to address current and emerging needs, ensuring Ferndale City students achieve their full potential. To frame specific annual improvement goals, the school district leadership team has identified three major focus areas based on the six strategic commitments. Those **Big Three** are:

1. *Continue to improve core instruction to ensure every child has a high quality educational experience every hour of every day.*
2. *Improve communication, culture, and sense of community within our schools and between our schools and the larger community.*
3. *Increase our high school graduation rate, all the while remembering that graduation is a process, not a single date in June of a student's senior year.*

Communities In Schools' mission is to surround students with a community of support, empowering them to stay in school and achieve in life. CIS-WS is an independent 501(c)(3) non-profit which (1) oversees the development and support of local initiatives that provide the Communities In Schools (CIS) evidence-based integrated student services approach and (2) works in collaboration with Ferndale School District to build sustainable local programs and/or initiatives capable of meeting the unique needs of students in their communities.

III. AREAS OF RESPONSIBILITY

CIS-WS recognizes the value of brokered collaborative efforts with schools, communities and families to provide additive support to students to help meet needs and mitigate risk-factors and other external factors which may be limiting academic achievement. The fundamental value of CIS is to bridge community resources and public schools to leverage critical inputs. CIS promotes community involvement and collaboration with local schools through an evidence-based, integrated and systematic approach designed to meet identified student needs while providing avenues for social service agencies and community members to help make a difference in the lives of students. By building strong partnerships with key community stakeholders, by engaging volunteers and raising financial and in-kind resources, CIS brings additional assets needed by students to address issues and support their academic success.

Based upon this recognition, Ferndale School District and CIS-WS agree to engage in a mutual partnership to ensure CIS-WS is a sustainable and thriving program with strong community support to provide CIS services in one Ferndale City School District sites: Vista M.S. & Horizon M.S. To help ensure the successful implementation of this effort, each partner agrees to the following:

CIS of WS agrees to:

1. Provide technical assistance and expertise with community building and program formation.
2. Manage financial activity for staff payroll and benefits and all CIS-provided resources in accordance with all state and federal reporting requirements.
3. Invest \$229,626.00 of combined Whatcom County Health Department (WCHD) and other earmarked funding to provide three (3) FT Site Coordinators distributed thus: one Full-time CIS of WS Site Coordinator for Vista M.S., one Full-time Site Coordinator for Horizon M.S., and one Full-time Site Coordinator placed at Ferndale High School to work in accordance with the school calendar to complete the following:
 - To build community partnerships that address the needs identified in the CIS Annual Needs Assessment (one per each site)
 - Connect and provide Diversity Equity and Inclusion (DEI) informed, and culturally sensitive Integrated Student Supports aligned with CIS School Support Plan and Individual Student Support Plans
 - Provide attendance, trauma informed, Resiliency-building and Youth Development case management for up to 35 students who may be struggling with school bonding, challenging life circumstances, basic needs, Attendance, Behavior or Coursework challenges.
 - Partner with FSD, local government agencies, and other Whatcom County youth service agencies to provide summer program activities when funding is secured either through District or other funding streams.
 - Serve as a liaison to school administrators while working with community organizations and volunteers.
4. Pursue resource development opportunities with local, regional or state funders and build capacity for sustainable local resource development by CIS of WS.
5. Participate in meetings with Ferndale School District and assigned school staff or administrator to assess progress and address challenges as they may occur.
6. Complete necessary background checks including fingerprinting of potential employees prior to employment.
7. Provide recruitment, hiring, supervision, coaching, training, and evaluation for CIS Site Coordinator and all additional CIS supported staff and CIS recruited volunteers, when applicable.
8. Provide annual impact reports after data from the site has been cross-referenced, tabulated and summarized in an Annual Impact Report format. The aforementioned cross-referencing entails synthesizing data from several data collection sources that include CIS's database system and whichever data collection system(s) the District may utilize to track attendance, school-wide impact, SEL goals and progress, risk-factors addressed, academic performance and other key impact indicators.

Ferndale School District agrees to:

1. Increase the visibility and support the development of CIS of WS by implementing the CIS model of service delivery with high fidelity in agreed upon school site(s) and sharing results through site visits and presentations.
2. Provide \$30,000.00 in District funding to support the aforementioned site coordination work in the Ferndale School District for Academic Year 2021-2022. As in years past, such funding will match CIS's already procured funding to cover services rendered at FSD school sites. Costs include: staff hours, program supplies, basic needs supplies, administrative fees, supervision, coaching and training. The FSD will cost-avoid \$229,626.00 through this matching investment.
3. Reimburse CIS of WS in December (50%) and June (50%), per corresponding invoicing cycle.