



Memorandum of Agreement for Services Provided by ESD 123

Between

Educational Service District 123 (ESD 123)

3924 West Court Street • Pasco, WA 99301

AND

Kennewick School District (District/Contractor)

1000 W. 4th Avenue • Kennewick, WA 99336

In consideration of the premises and mutual promises herein, the parties hereto agree to enter into a contractual arrangement with the following terms and conditions:

A. Purpose:

The purpose of this Agreement is for Kennewick School District to have access to pdEnroller registration and Clock Hour services through the ESD 123 pdEnroller portal.

B. Responsibilities of ESD 123:

1. Providing access to pdEnroller registration and Clock Hour services
2. Invoice district based upon October 1, 2023 student FTE count at a rate of \$1.25 per student FTE.
3. Act as a liaison between the district and ESD 112 when troubleshooting issues or requesting system updates.

C. Responsibilities of District/Contractor:

1. Payment upon receipt of invoice in the amount of \$1.25 per student FTE.
2. Confirm October 1, 2023 student FTE count (19,563).
3. Maintain clock hour approval process compliant with WAC 181-85-200
4. Be responsible for managing district pdEnroller content.
5. Designate an individual(s) to be the liaison with ESD 123.
6. Provide staff who will maintain and administer pdEnroller on a district level.
7. Not disclose or make available any software or documentation associated with the services to any parties or persons not using the services on behalf of the district.
8. Not change, modify, or alter any software without prior written permission, nor infringe on or violate any vendor license agreement entered into on their behalf.

- D. Following its approval by the authorized signatory for the District/Contractor this agreement shall commence and be effective for the period beginning August 1, 2023, and shall terminate at midnight on July 31, 2024, with the exception of Sections III and V on page 2, which will continue to bind the parties, their heirs, and successors.

PAYMENT PROVISIONS

Contract Fees paid by the District/Contractor not to exceed \$24,453.75.

ESD 123 shall submit properly computed invoices to the district upon receipt of contract.

In witness whereof, the District/Contractor and the ESD 123 have read, understand, and executed this entire agreement.

Educational Service District 123

Steve McCullough 2/15/2024 | 10:43 AM PST

Steve McCullough, Superintendent
Educational Service District 123

0107.12.0000.8240

ESD 123 Budget Account Code(s)

DS MB DS MAT DS KH DS MDDOF

Kennewick School District

Dr. Traci Pierce 3/1/2024 | 10:09 AM PST

Dr. Traci Pierce, Superintendent
Kennewick School District

DS TB DS ASH DS [Signature]