

## MEMORANDUM OF AGREEMENT

This Memorandum of Agreement, entered into with good faith between Clover Park Technical College, hereinafter referred to as CPTC, and Puyallup School District, hereinafter referred to as PSD, is to authorize collaborative service delivery whereby CPTC will provide basic skills instruction for the community served by PSD.

### 1. Duties and Responsibilities

- A. CPTC and PSD will jointly identify the schedule for the class to best serve the community and complement the other offerings of PSD. The initial schedule for classes will be Saturdays 9:00-11:00am during the Refugee Service Program, with an option to extend upon mutual agreement.
- B. CPTC retains the right to cancel classes at any time based on insufficient enrollment or lack of funding.
- C. PSD will provide the instructional facilities for the class meetings, including access to computer lab, at Edgemont Jr. High School in Edgewood, WA.
- D. CPTC will provide an experienced instructor in English as a Second Language or Adult Basic Education. The instructor will teach to the College & Career Readiness Standards in reading, writing, listening, speaking, and math, contextualized and personalized to the needs of the immigrant and refugee students.
- E. CPTC will provide any instructional materials needed. PSD will provide small storage space as appropriate.
- F. PSD will lead recruitment efforts, particularly in the Spanish-speaking community. CPTC and PSD will both make reasonable effort to publicize the class and recruit students.

### 2. Funding

- A. PSD agrees to provide its classrooms at no cost to CPTC.
- B. CPTC agrees to provide ESL instruction at no cost to PSD.
- C. CPTC agrees to provide a complete tuition waiver option for all students who qualify. Quarterly cost to students will never exceed \$25.
- D. CPTC agrees to notify PSD of any change in tuition or fee policies that would affect this agreement.

### 3. Indemnification

Each party to this Agreement will be responsible for the negligent acts or omissions of its own employees, officers, or agents in performance of this agreement. Neither party will be considered the agent of the other, and neither party assumes any responsibility to the other party for the consequences of any act or omission of any person, firm, corporation not a party to this Agreement.

4. Insurance

College is covered by the State of Washington Self-Insurance program and the Tort Claims Act (RCW 4.92.060 et seq.), and claims against College and its employees, officers, and agents in the performance of their duties and this agreement will be paid from the tort claims liability account as provided in RCW 4.92.130.

5. Termination

This MOA may be renegotiated, amended, or modified at any time by mutual agreement of the Parties. This Agreement shall be in effect through June 30, 2024.

*Joyce Loveday*

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Dr. Joyce Loveday, President  
Clover Park Technical College

*Jamie Lee* 3-26-24

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Jamie Lee, Executive Director of Federal Programs  
Puyallup School District

*Tonya Middling* 3/25/24

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Tonya Middling, Director of Student Support  
Puyallup School District

# CPTC-PuyallupSD ESL MOU

Final Audit Report

2024-04-02

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## "CPTC-PuyallupSD ESL MOU" History

-  Document created by Amelia Grayson (amelia.grayson@cptc.edu)  
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## Agenda Item Details

Meeting	May 06, 2024 - Regular Board Meeting at Kessler Center and livestreamed via Zoom
Category	4. Consent Agenda
Subject	M. Business Services - Memorandum of Understanding - Clover Park Technical College, English as a second language for parents of district students
Type	Action (Consent)
Recommended Action	Approval of Memorandum of Understanding - Clover Park Technical College, English as a second language for parents of district students, as presented.

### **Submitted by:**

Matthew Young, Executive Director of Business Services.

### **Issue:**

Consideration for approval of a Memorandum of Understanding (MOU) between Clover Park Technical College (CPTC) and Puyallup School District to provide classes in English as a Second Language (ESL) for parents of district students.

### **Background:**

RCW 28A.320.080 and RCW 39.34 authorize school districts in the State of Washington to enter into cooperative agreements between governmental agencies to purchase equipment, supplies and services for use in the school district.

### **Discussion:**

CPTC will partner with the district to improve our families' ability to communicate, which will improve their employability, housing stability, and education opportunities that will lay the foundation for their children to progress in school and graduate on time. The CPTC instructor(s) will teach to the College & Career Readiness Standards in reading, writing, listening, speaking, and math, contextualized and personalized to the needs of the immigrant and refugee students.

### **Contact Information:**

If you have questions or comments regarding this item, please contact Matthew Young, Executive Director of Business Services at [YoungM2@puyallupsd.org](mailto:YoungM2@puyallupsd.org) or (253) 841-8721 or Amie Day, Director of Accounting & Finance at [DayAK@puyallup.k12.wa.us](mailto:DayAK@puyallup.k12.wa.us) or (253) 435-6777.

MOU Clover Park Technical College 5.6.24.pdf (133 KB)

*Our adopted rules of Parliamentary Procedure, Robert's Rules, provide for a consent agenda listing several items for approval of the Board by a single motion. Most of the items listed under the consent agenda have gone through Board subcommittee review and recommendation. Documentation concerning these items has been provided to all Board members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any board member.*

## Motion & Voting

Approve the consent agenda, as presented.

Motion by Shannon C Burch, second by Shannon C Burch.

Final Resolution: Motion Carries

Yea: Joseph Romero, David B Berg, Gretchen S Miles, Shannon C Burch