



**Contact:**

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TO: Stanwood-Camano Board of Directors

FROM: Dr. Deborah Rumbaugh, Superintendent

SUBJECT: Sheltering and Reunification Facilities Memorandum of Understanding with Lakewood School District

DATE: February 20, 2024

TYPE: Action Required

Attached you will find the Memorandum of Understanding (MOU) between Stanwood-Camano School District and Lakewood School District regarding sheltering and reunification facilities in the event of an evacuation of the students and staff of the Lakewood School District.

**Recommendation: It is recommended that the Board approve the memorandum of understanding between Lakewood School District and Stanwood-Camano School District.**

Every student is empowered to learn in an inclusive setting  
and is prepared for the future of their choice.

**Lakewood School District**  
Memorandum of Understanding  
Sheltering and Reunification Facilities

This agreement is made and entered into between the **Lakewood School District** and **Stanwood-Camano School District** to establish shelter site locations and terms of use in the event of an evacuation of the students and staff of the **Lakewood School District**.

The **Lakewood School District** will make every effort to notify **Stanwood-Camano School District** of evacuation possibilities with as much notice as possible. Contact information between the two parties shall be maintained in a separate appendix and is considered confidential information and is not subject to public disclosure.

**Stanwood-Camano School District** agrees to open their gyms and stadium located at 7400 272<sup>nd</sup> St. NW Stanwood, WA 98292 to provide shelter and assistance to students and staff evacuated during emergency situations as able when the students and staff have a need to be sheltered.

**Stanwood-Camano School District** understands that their organization will be responsible for opening the building and developing procedures for making the building accessible, including restrooms and an area with phone and internet connection (if available) for **Lakewood School District** administrative personnel. Furthermore, **Lakewood School District** will provide supervision for all students and staff during the time that the facility is used as an emergency shelter site.

The **Lakewood School District** agrees that it shall exercise reasonable care in the conduct of its activities in said facilities and further agrees to replace or reimburse **Stanwood-Camano School District** for any items, materials, equipment or supplies that may be used by the district in the conduct of its sheltering activities in said facilities.

The **Lakewood School District** will be responsible for replacing, restoring, or repairing damage occasioned by the use of any building, facilities or equipment belonging to **Stanwood-Camano School District**.

The **Lakewood School District** will reimburse **Stanwood-Camano School District** for any bona fide expenditure of personnel required to maintain the facility for the hours when in use by the **Lakewood School District**, including overtime costs, upon production of receipts or time sheets. The **Lakewood School District** will not pay any operational or administrative fees to **Stanwood-Camano School District** unrelated to the use of the facilities.

The **Lakewood School District** shall provide any and all releases of information to the press and media. The **Stanwood-Camano School District** shall not provide any release of information to the media, nor shall it provide any interviews with the press or media. All requests for media interviews or information submitted to **Stanwood-Camano School District** shall be directed to the **Stanwood-Camano School District's** Communication Specialist or the

Superintendent of Schools. Stanwood-Camano School District will confer with Lakewood School District on Stanwood-Camano School District-related communications.

The **Lakewood School District** will make every effort to recognize the hospitality of **Stanwood-Camano School District** in any press or media releases pertaining to the re-location and sheltering of students and staff.

Nothing in this MOU is intended to conflict with current laws or regulations of the United States of America, the State of or local government. If the term of this agreement is inconsistent with such authority, then that term shall be invalid, but the remaining terms and conditions of this MOU shall remain in full force and effect.

This agreement shall become effective on 3/1/2024 and may be modified upon the mutual written consent of the parties.

The terms of this agreement, as modified with both parties' consent, shall be self-renewable for three (3) years from the end date unless written termination is given by either party. Either party, upon sixty (60) days written notice to the other party, may terminate this agreement.

The terms of this agreement, as modified with the consent of both parties,

AND NOW, this 20<sup>th</sup> day of February 2024, the parties hereby acknowledge the foregoing as the terms and conditions of their understanding.

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Dr. Erin Murphy  
Superintendent of Schools,  
Lakewood School District

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Dr. Deborah Rumbaugh  
Superintendent of Schools,  
Stanwood-Camano School District

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Date

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