



26920 Pioneer Highway, Stanwood, WA 98292-9548
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MEMORANDUM

TO: Board of Directors

DATE: March 16, 2021

FROM: Lloy Schaaf, Ed.D

RE: Running Start Agreement with Walla Walla Community College

TYPE: Action Item

Attached, please find the Running Start Agreement with Walla Walla Community College. We have recently had a student move into our area who was attending Walla Walla Community College as a Running Start student. The student did look into Skagit Valley College, but has requested to complete spring quarter through Walla Walla Community College. Based on the unprecedented times, it is recommended that we allow the student to finish out his spring quarter through Walla Walla Community College Running Start.

Recommendation: That the board approves the Walla Walla Community College Interlocal Agreement for the Running Start Program.

2020-2021
RUNNING START PROGRAM INTER-LOCAL AGREEMENT
between
WALLA WALLA COMMUNITY COLLEGE
and
STANWOOD CAMANO SCHOOL DISTRICT

Recognizing the value of mutual understanding, good communications, and effective service to students, Stanwood Camano School District and Walla Walla Community College agree to the following conditions regarding operation of the Running Start Program:

A. ADMISSION/REGISTRATION

1. Students seeking to enter the Running Start Program shall complete the Walla Walla Community College Application for Admission. They shall take the Accuplacer test, which assesses Writing, Reading, and Math skills. For Math placement, a student may bring in a recent high school transcript.
2. To be eligible to enroll in most college-level Math and English courses students must place into college-level reading AND place into English 101 or above OR college-level Math or above. Eligibility for all other collegiate academic transfer courses will be determined by the College after considering the student's high school academic record and preparedness for college-level work.
3. VOCATIONAL/WORKFORCE EDUCATION. To be eligible to enroll in Vocational/Workforce Education programs, Running Start students will be required to take the Accuplacer tests and meet the minimum placement requirements specific to the program and/or class. Students who are seeking entry into a Vocational/Workforce Education program may be required to get on a priority list and may need to complete an interview with the program instructor prior to acceptance.
4. After Running Start student participation is determined, students will register in accordance with standard policies and procedures of the College.
5. Stanwood Camano School District and the College will provide appropriate information and advising to students considering enrollment in Running Start as well as those already enrolled.
6. Students who seek enrollment in pre-college courses, not paid by Running Start reimbursement will request a written letter or signed Inter-District Release from school district personnel, authorizing approval to enroll in the course(s) at the College.
7. Stanwood Camano School District will use the OSPI Enrollment Verification Form to notify Walla Walla Community College Running Start advisors if a student is enrolled in college courses from other Higher Education institutions to ensure that students are registered in the appropriate number of credits at Walla Walla Community College; this includes any coursework for which an institution is seeking FTE reimbursement from the school district and not the student.

B. FUNDING

1. The Running Start reimbursement rate shall be paid by Stanwood Camano School District to the Community College for students enrolled in academic classes at the rate of \$179.38 per credit and \$199.74 per credit for those enrolled in Vocational/Workforce Education classes.
2. Running Start reimbursement by the school district is limited to a maximum of 1.0 FTE or 15 credit hours during an academic quarter. Reimbursement rates will be calculated based on Running Start Enrollment Verification Forms and Free-or-Reduced Lunch Eligibility documentation signed by high school and college personnel.

3. If students qualify for free-or-reduced lunch or college fee waivers and enroll for more than 15 credits there will be no additional charge to the student or the school district.
4. Stanwood Camano School District will notify Walla Walla Community College if interlocal agreements exist with another higher Education institution. This notification will ensure that FTE calculations and funding hierarchy are correctly calculated and applied.
5. When a Running Start student enrolls for more credits than he/she is eligible to take, based on the Running Start Funding Limit Table, the student will be charged regular tuition for each excess credit.
6. Running Start students will pay the Facility Use Fee (\$9.00/credit, maximum \$90.00/quarter), the technology fee (\$3.00/credit, maximum \$30.00/quarter), and the matriculation fee (\$4.90/credit, maximum \$49.00/quarter) up to a 10-credit maximum per quarter. Running Start students will also pay online learning fees, class lab fees, or HPER fees. These fees will be waived for qualifying students based on Free and Reduced Lunch Standards, receipt of State or Federal benefits, or foster youth documentation. All Running Start students are subject to third-party fees (CPR, criminal background checks, etc.) when required by selected coursework/program, despite qualification for Walla Walla Community College fee waivers based on the afore-mentioned criteria.
7. The College will calculate the billing to the high school based on enrollment at the beginning of each month. The College will adjust the billing to the School District based on enrollment at the beginning of each month per OSPI P223 reporting guidelines. Once a student or Stanwood designee initiates a withdrawal, the College will withdraw a student, despite the College's published last date to withdraw.
8. Each quarter will consist of monthly attendance reporting periods as follows:

Fall Quarter	October, November, December
Winter Quarter	January, February, March
Spring Quarter	April, May, June

If a student withdraws prior to the end of a quarter, reimbursement will be pro-rated based on the monthly attendance reports.
9. A maximum of 15 credits (1.0 FTE) per student per quarter will be reported and billed to the school district.
10. Payments shall be made upon billing from the College at the end of each quarter.
11. The College and Stanwood Camano School District will abide by WAC 392-169-105 in regard to conducting the Running Start Program and seek guidance from both the State Board for Community and Technical Colleges and the Office of Superintendent of Public Instruction resources for coordinators when applicable.

C. CREDITS

1. High school credit will be granted for credits earned at the college in the Running Start program. The conversion policy is: 5 college credits equals 1 high school credit; 3 college credits equals .5 high school credits in accordance with RCW 28A.230.090.
2. The high school will decide how to apply college credit, whether as specific course requirements or as electives for high school graduation requirements in accordance to RCW 28A.230.097.
3. College transcripts will be e-mailed in PDF format to Stanwood Camano School District within two weeks after the end of each quarter.

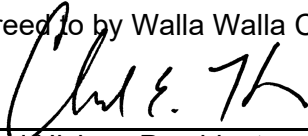
D. STUDENT BEHAVIOR

A student's college attendance may not be jeopardized because of violation of high school discipline policies. The reverse is also true. Each district has independent jurisdiction over discipline and academic matters involving participation by Running Start students in their respective programs.

E. EFFECTIVE DATES

This agreement shall become effective fall quarter 2020 and shall be in effect through the 2020-2021 school year, and will be renegotiated for the subsequent school years.

Agreed to by Walla Walla Community College and Stanwood Camano School District



Chad Hickox, President
WALLA WALLA COMMUNITY COLLEGE

2.26.2021

Date

Jean Shumate, Superintendent
STANWOOD CAMANO SCHOOL DISTRICT

Date