



**EDUCATIONAL
SERVICE
DISTRICT 112**

MEMO OF UNDERSTANDING
regarding
SHARED SERVICES
YOUTH WORKFORCE & TRUANCY PROJECT

Provided by
EDUCATIONAL SERVICE DISTRICT NO 112
2500 NE 65th Avenue
Vancouver, WA 98991-6812

For
WOODLAND SCHOOL DISTRICT
800 Third Street
Woodland, WA 98674

1. **Purpose.**

- 1.1. **Youth Workforce.** ESD 112 is the grant recipient of Workforce Investment Act (WIA) funding for youth 16-21 years old, both in-school and out-of-school, on behalf of Clark and Cowlitz counties. The goal of the Youth Workforce Program is to promote high school graduation, develop basic skills for skills deficient participants, and prepare participants to enter the workforce through strong ties to the adult workforce development system.
- 1.2. **Truancy Project.** ESD 112 is a grant recipient from Cowlitz County Juvenile Court for the Cowlitz County Truancy Project. The Truancy Project is a cooperative program with Cowlitz County Juvenile Court and the six Cowlitz County school districts to ensure the youth of our community comply with the Washington state school attendance law (BECCA law).
- 1.3. This Memo of Understanding between Educational Service District No. 112 (the "ESD") and Woodland School District (the "District") for the 2010-2011 school year is made for the purpose of defining services the Youth Workforce Program and Truancy Project provide to eligible, enrolled, and/or referred students of the District through these funding sources.

2. **Term.** The initial term for the Understanding shall be from *September 1, 2010 to August 31, 2011*.

3. **Benefits.**

- 3.1. **Youth Workforce.** As a benefit to eligible students, an average of \$3,500 offered through funding by a federal Workforce Investment Act grant is expended to provide support for those eligible students through intensive case management, career training and certification support, and work experience wages to in-school and out-of-school students of the District.
- 3.2. **Truancy Project.** The Truancy Project provides mentoring, tutoring, and community resource referrals to District students who continue to be truant despite court order to attend school, valued at approximately \$1,700, funded by a grant from the Cowlitz County Juvenile Court. This allows the District to keep those students enrolled and to receive their Basic Education Allocation.

4. **Responsibilities of the ESD.**

- 4.1. **Youth Workforce.** Provide Youth Workforce Program eligible students of the District with an average of \$3,500 in support per program enrolled student for the following services:
 - 4.1.1. Assess student eligibility and document the needs of those students determined eligible for program service.
 - 4.1.2. Provide enrolled students with academic, work readiness and occupational and leadership development.
 - 4.1.3. Communicate with the District regarding student needs and assist the District in working through identified issues.
 - 4.1.4. Provide two reports of services provided to students in the District.
 - 4.1.5. Enroll students in the State of Washington SKIES data system for program tracking.

4. **Responsibilities of the ESD (cont'd)**

- 4.2. **Truancy Project.** Provide an average of \$1,700 in Truancy Project services to truant students of the District. Such services may be subject to change pursuant to written agreement between ESD 112 and the District.
- 4.2.1. Provide ESD 112 staff to coordinate meetings, conduct an annual intake with truants and write up contract recommendations for the truant student.
- 4.2.2. Provide liaison between the District and Cowlitz County Juvenile Court and Prosecutor's Office to administer a truancy intervention effort, providing mentoring, tutoring, and community resource referrals.

5. **Responsibilities of the District.**

5.1 Youth Workforce.

- 5.1.1. Provide space, telephone, computer lines and access to staff assistants to Youth Workforce specialists, as needed.
- 5.1.2. Counseling centers will refer current students who are at risk of dropping out and/or need additional support services for career and post-secondary planning and out-of-school students to the Youth Workforce Program.

5.2 Truancy Project.

- 5.2.1. Assign a District liaison to the Community Truancy Board, who can make decisions regarding the truant's school program.
- 5.2.2. Refer students, who continue to be truant despite court order to attend school, to the Truancy Project.
- 5.2.3. Allow access to student attendance for monitoring.
- 5.2.4. Provide advisory support to assist ESD Truancy Project staff with program compliance, development and direction.

6. **Opportunity Without Discrimination.** The ESD and the District agree to comply with all applicable state and federal rules and regulations which prohibit discrimination on the basis of race, color, creed, religion, national origin, age, families with children, sex, marital status, sexual orientation, physical, sensory or mental disabilities, or use of a trained guide dog or service animal. Inquiries regarding compliance and/or grievance procedures for the ESD may be directed to the ESD at its address above.

IN WITNESS WHEREOF, the District and the ESD have executed this Agreement on the date and year indicated below.

EDUCATIONAL SERVICE DISTRICT NO. 112

by: _____ Date: _____

WOODLAND SCHOOL DISTRICT

by: _____ Date: _____

PLEASE SIGN, DATE, AND RETURN BOTH COPIES OF THIS AGREEMENT TO:

Children, Youth & Family Services
Educational Service District 112
2500 NE 65th Avenue
Vancouver WA 98661-6812