

**Seattle School District No. 1**  
**2445 3<sup>rd</sup> Avenue South, Seattle WA 98124**



**MEMORANDUM OF UNDERSTANDING AMENDMENT ROUTING FORM**

**DATE: July 23, 2024**  
**FROM: School & Community Partnerships**  
**RE: Center for Human Services MOU Amendment 2024-25**

**APPROVAL ROUTING**

**APPROVED BY**

**DATE**

**1. Central office or  
School-based MOU initiator**

DocuSigned by:  
*Lisa Davidson*  
-----

7/26/2024

**2. Legal Counsel Review**

DocuSigned by:  
*Gregory C. Narver*  
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7/26/2024

**Required MOU Attachments:**

- 1) Community partner’s insurance certificate naming SPS as additional insured, with at least \$1 million in general liability insurance

**MOU Amendment Summary:**



# AMENDMENT TO School & Community Partner **Memorandum of Understanding** In support of Strategic Goals

THIS AMENDMENT (“Amendment”) is made by and between Seattle School District No. 1 (“District”) and Center for Human Services (“Community Partner” or “Community Organization”), the parties to a Memorandum of Understanding (“Agreement”) dated 10/3/23.

WHEREAS, the Agreement requires that any amendment must be in writing and signed (XVI. b. Amendment); and

WHEREAS, the District and Community Organization wish to amend certain terms of the Agreement.

NOW, THEREFORE, the District and Community Organization (the “Parties”) agree as follows:

1. To delete and replace *School Partner* (Agreement, Page 2) with the following:  
James Baldwin Elementary School
2. To delete and replace *Partnership Term* (Agreement, Page 2), with the following:  
9/1/2024 – 8/31/2025
3. Replace *Appendix A* with the attached *Appendix A* to establish compliance with *IX. Background Check, X. Sexual Misconduct Training*.  
Note:
  - All previously submitted *Appendix A* documents will be retained with this Agreement.
  - The *Appendix A* for 2024-25 must be provided prior to starting student services under this Agreement.
4. This Amendment shall amend, modify, and supplement the Agreement between the Parties. In the event of any conflict or inconsistency between the provisions of the Agreement and/or any other amendments to the Agreement, the provisions of this Amendment shall control and govern. Any other provisions of the Agreement that are not modified in writing shall remain in full force and effect.

5. THIS AMENDMENT SHALL BE CONSTRUED AND GOVERNED BY THE LAWS OF THE STATE OF WASHINGTON.

THIS AMENDMENT shall become effective as of the last date of signature. By signing below, each signatory represents that it has the authority to execute this amendment.

Center for Human Services

SEATTLE SCHOOL DISTRICT NO. 1



DocuSigned by:  
Kurt Buttleman  
UTFBF69A5274424...

Signature

Signature

Berattta Gomillion

Kurt Buttleman

Name

Name

Executive Director

Assistant Superintendent of Finance

Title

Title

7/3/24

7/29/2024

Date Signed

Date Signed

James Baldwin:

DocuSigned by:  
Nede Silver  
A3C6C6C56072437...

## APPENDIX A

### Background Check Assurance

Prior to beginning work with students of Seattle School District No. 1, community partners must ensure that staff have met the background check requirements. All paid and volunteer personnel of partners who work directly with students must pass an annual criminal background screen:

The WATCH (Washington State Patrol) background check is sufficient for individuals who meet both of the following requirements:

- have contact with students and have resided in Washington State for more than three years
- have contact with students with other unrelated (through family ties) adults present at all times.

Partners must utilize their own [WATCH](#) account for individuals who provide services to SPS students. WATCH screens are free for non-profit organizations.

A national background check is required for individuals who meet one or both of the following criteria:

- have contact with students and have resided in Washington State for less than three years from the date the background check is performed
- have contact with students without another unrelated (through family ties) adult present at all times.

The national background check is required once; in subsequent years the WATCH screen is sufficient. Partners may utilize SPS' [national background check vendor](#) if they don't have their own background check vendor. The cost is generally \$31, but can be more if you have lived out of state.

If a positive criminal history is reported, Community Partner must share that information with the District Community Partnerships Department (notify [communitypartnerships@seattleschools.org](mailto:communitypartnerships@seattleschools.org)) and the District shall make a final determination as to whether that particular staff person may be assigned to a District school or student.

The following crimes will automatically disqualify a person from working with students:

<p>Felony indecent exposure                      First or second degree criminal mistreatment                      1<sup>st</sup>/2<sup>nd</sup> degree abandonment of a dependent person                      Endangerment with a controlled substance                      1<sup>st</sup>/2<sup>nd</sup> degree murder                      Homicide by abuse                      1<sup>st</sup>/2<sup>nd</sup> degree manslaughter                      1<sup>st</sup>/2<sup>nd</sup> degree assault                      1<sup>st</sup>, 2<sup>nd</sup>, or 3<sup>rd</sup> degree assault of a child                      Drive-by shooting                      Promoting a suicide attempt                      Malicious harassment                      Custodial assault                      1<sup>st</sup>, 2<sup>nd</sup>, or 3<sup>rd</sup> degree rape                      1<sup>st</sup>, 2<sup>nd</sup>, or 3<sup>rd</sup> degree rape of a child                      1<sup>st</sup>, 2<sup>nd</sup>, or 3<sup>rd</sup> degree child molestation                      Sexual misconduct with a minor in the 1<sup>st</sup> degree                      Indecent liberties                      Sexually violating human remains                      Voyeurism</p>	<p>Criminal trespass against children                      1<sup>st</sup>/2<sup>nd</sup> degree custodial sexual misconduct                      Felony failure to register if the person has been convicted of failing to register on at least one prior occasion.                      Any sex offense felony where the charge is criminal attempt, criminal solicitation, or criminal conspiracy to commit such crimes.                      Incest                      Child selling or buying                      Sexual exploitation of a minor</p> <p>Sending, bringing into state, possession, viewing, and dealing in depictions of minor engaged in sexually explicit conduct                      Felony communication with minor for immoral purposes.                      Commercial sexual abuse of a minor</p>	<p>Promoting commercial sexual abuse of a minor                      Promoting travel for commercial sexual abuse of a minor                      Felony violation with sexual motivation                      1<sup>st</sup>/2<sup>nd</sup> degree kidnapping                      1<sup>st</sup>/2<sup>nd</sup> degree promoting prostitution                      1<sup>st</sup>/2<sup>nd</sup> degree robbery</p>
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**List staff who have completed WATCH background check:**

Ramsey Virgil Ramsey

**List staff who have completed national background check:**

Ramsey Virgil Ramsey

**Sexual Misconduct Training Course Requirement Assurance**

Prior to beginning work with students of Seattle School District No. 1, community partners must ensure that any adult, staff, or volunteer who has any form of supervised or unsupervised access to children, regardless of whether that access is scheduled or unscheduled, has completed Seattle School District No. 1's Adult Sexual Misconduct Training Course Requirement, found here:

<https://www.seattleschools.org/cms/One.aspx?portalId=627&pageId=18626>.

This training must be completed prior to the adult, staff, or volunteer having any supervised or unsupervised access to children.

## APPENDIX B

### Partnership Contact Information

Make sure each party (the school/District representative and the community organization/partner representative) have a copy of this page.

**Community Partner/Organization main point of contact:**

**Name:** Amanda O'Dell

**Phone:** 206-362-7282

**Email:** aodell@chs-nw.org

**Preferred method of communication:** email

**Back-up contact person in case of emergency:** Beratta Gomillion 206- 697-2338 BGomillion@chs-nw.org

**School or district main point of contact:**

**Name:** Lisa Davidson

**Phone:** 206-252-0859

**Email:** lmdavidson@seattleschools.org

**Preferred method of communication:** email

**Back-up contact person in case of emergency:** Pat Sander, psander@seattleschools.org



**Seattle School District No. 1**

**2445 3<sup>rd</sup> Avenue South, Seattle WA 98124**



**MEMORANDUM OF UNDERSTANDING ROUTING FORM**

**DATE: September 5, 2023**

**COMMUNITY ORGANIZATION: Center for Human Services**

**INTERNAL ROUTING**

**ROUTING**

**APPROVED BY**

**DATE**

1. Department or School Lead

DocuSigned by:  
*Lisa Davidson*  
99434CC92FD1412...

10/3/2023

2. Legal

DocuSigned by:  
*Roxane O'Connor*  
C19C19D098D34E0...

10/3/2023

**ORGANIZATION CONTACT INFORMATION:**

**Point-of-Contact:**

Name: Amanda Odell, Associate Director, Mental Health Department

Phone: 206-631-8869

Email: aodell@chs-nw.org

**Back-up Point-of Contact:**

Name: Beratta Gomillion, Executive Director

Phone: 206-631-8802

Email: bgomillion@chs-nw.org

**DISTRICT CONTACT INFORMATION:**

**Lead Point-of-Contact:**

Name: Lisa Davidson

Phone: 206-252-0859

Email: lmdavidson@seattleschools.org

**Back-up Point-of Contact:**

Name: Pat Sander

Phone: 206-252-0705

Email: psander@seattleschools.org

THIS COLLABORATION SUPPORTS THE FOLLOWING STRATEGIC GOAL(S): [Please select one]

- High Quality Instruction and Learning Experiences
- Predictable and Consistent Operational Systems
- Culturally Responsive Workforce
- Inclusive and Authentic Engagement

THIS COLLABORATION SUPPORTS THE FOLLOWING WHOLE CHILD ELEMENT(S): [Please select one]

- |   |   |
|---|---|
| <input type="checkbox"/> Academic Learning                  | <input type="checkbox"/> Family Engagement & Support  |
| <input type="checkbox"/> Basic Needs                        | <input checked="" type="checkbox"/> Health & Wellness |
| <input type="checkbox"/> Behavior/Social Emotional Learning | <input type="checkbox"/> Racial/Cultural Identity     |
| <input type="checkbox"/> College & Career Readiness         | <input type="checkbox"/> Readiness and Transitions    |
| <input type="checkbox"/> Expanded Learning                  | <input type="checkbox"/> School Culture & Climate     |

PARTNERSHIP SUPPORT(S): [Please select what supports your organization would benefit from to support partnership please select one or more]

- |  |  |
|--|--|
| <input type="checkbox"/> Onboarding                          | <input checked="" type="checkbox"/> Best Practices In Partnerships         |
| <input checked="" type="checkbox"/> Professional Development | <input type="checkbox"/> Understanding Data Tools                          |
| <input type="checkbox"/> Review Meetings                     | <input checked="" type="checkbox"/> Building Stronger School Relationships |
| <input type="checkbox"/> Onboarding                          |  |

## **APPENDIX A - BACKGROUND CHECK ASSURANCE**

Prior to beginning work with students of the District, Community Organizations must ensure that each official, agent, employee, and volunteer have satisfied the District's background check requirements. All paid and volunteer personnel of Community Organizations who work directly with District students must pass an annual criminal background check.

The WATCH (Washington State Patrol) background check is acceptable for a Community Organization official, agent, employee, or volunteer who satisfies both of the following criteria. The person:

1. Has resided in Washington State for more than three years; AND
2. Their contact with students will always be supervised by an adult (unrelated through family ties).

A national background check is required for a Community Organization official, agent, employee, or volunteer who satisfies one or both of the following criteria. The person:

1. Has resided in Washington State for less than three years from the date of the background check; AND/OR
2. Their contact with students will be unsupervised.

Community Organizations must use their own WATCH account. WATCH background checks are free for non-profit organizations. For-profit organizations must provide payment to the Washington State Patrol for background checks performed.

The national background check is required once. In subsequent years, a WATCH background check is required. Community Organizations may utilize Verified Volunteer – the District's national background check vendor. The cost is generally \$31 but can be more if the subject has lived out of state.

If a positive criminal history is reported, Community Organization will share that information with the District Community Partnerships Department at [communitypartnerships@seattleschools.org](mailto:communitypartnerships@seattleschools.org). The District will determine whether the person may be assigned to work in a District school or with a District student.

### **The following crimes will automatically disqualify a person from working with students**

Felony indecent exposure First or second degree criminal mistreatment 1<sup>st</sup>/2<sup>nd</sup> degree abandonment of a dependent person

Endangerment with a controlled substance

1<sup>st</sup>/2<sup>nd</sup> degree murder

Homicide by abuse

1<sup>st</sup>/2<sup>nd</sup> degree manslaughter

1<sup>st</sup>/2<sup>nd</sup> degree assault

1<sup>st</sup>, 2<sup>nd</sup>, or 3<sup>rd</sup> degree assault of a child

Drive-by shooting

Promoting a suicide attempt

Malicious harassment

Custodial assault

1<sup>st</sup>, 2<sup>nd</sup>, or 3<sup>rd</sup> degree rape

1<sup>st</sup>, 2<sup>nd</sup>, or 3<sup>rd</sup> degree rape of a child

1<sup>st</sup>, 2<sup>nd</sup>, or 3<sup>rd</sup> degree child molestation

Sexual misconduct with a minor in the 1<sup>st</sup> degree

Indecent liberties

Sexually violating human remains

Voyeurism

Criminal trespass against children

1<sup>st</sup>/2<sup>nd</sup> degree custodial sexual misconduct

Felony failure to register if the person has been convicted of failing to register on at least one prior occasion.

Any sex offense felony where the charge is criminal attempt, criminal solicitation, or criminal conspiracy to commit such crimes.

Incest

Child selling or buying

Sexual exploitation of a minor

Sending, bringing into state, possession,

viewing, and dealing in depictions of minor

engaged in sexually explicit conduct

Felony communication with minor for immoral

purposes.

Commercial sexual abuse of a minor

Promoting commercial sexual abuse of a minor

Promoting travel for commercial sexual

abuse of a minor

Felony violation with sexual motivation

1<sup>st</sup>/2<sup>nd</sup> degree kidnapping

1<sup>st</sup>/2<sup>nd</sup> degree promoting prostitution  
1<sup>st</sup>/2<sup>nd</sup> degree robbery

List staff who completed and passed a WATCH background check:

Geneva Hughes, Mental Health Therapist

Ali Leptich, Substance Use Counselor

List staff who completed and passed a national background check:

Geneva Hughes, Mental Health Therapist

Ali Leptich, Substance Use Counselor

### SEXUAL MISCONDUCT TRAINING ASSURANCE

Community Organization agrees all officials, agents, employees, and volunteers will complete the District's Adult Sexual Misconduct Prevention Course prior to working in a District school or with District students:

[www.seattleschools.org/misconductvideo](http://www.seattleschools.org/misconductvideo).

This training must be completed prior to the adult, staff, or volunteer having any supervised or unsupervised access to children.

List staff who completed the District's Adult Sexual Misconduct Prevention Course:

Geneva Hughes, Mental Health Therapist at James Baldwin Elementary

Ali Leptich, Substance Use Counselor, Ingraham High School



# SPS & Community Organization Memorandum of Understanding

## Collaboration in support of the District's Strategic Goals

SCHOOL(S)\* OR DEPARTMENT: James Baldwin Elementary; Ingraham High School

COMMUNITY ORGANIZATION: Center for Human Services

TERM OF COLLABORATION: **9/1/2023 – 8/31/2024**

*\* List all schools participating in the collaboration detailed in this MOU alphabetically. The MOU will not be executed until an administrator from each participating school agrees via email. If Community Organization wishes to add schools to this MOU, this MOU must be amended prior to performance.*

Seattle School District No. 1 ("District") and the community organization named above ("Community Organization") (collectively the "Parties") agree to the following:

I. STATEMENT OF INTENT:

The District is committed to the creation and implementation of collaborations with community organizations that enhance the educational program of District schools, support the achievement of the District's strategic goals, and improve academic outcomes for District students. All collaborations with community organizations must:

- a. Have measurable outcomes supporting the strategic goals of the District and individual school goals;
- b. Follow all District policies and procedures including, but not limited to, District policies relating to building use and student safety; and
- c. Continuously demonstrate substantial positive impact.

II. THIS COLLABORATION SUPPORTS THE GOALS OF THE SCHOOL(S) IT SERVES:

Each year, District schools develop a Continuous School Improvement Plan (CSIP). CSIPs detail the areas the school plans to focus on, the goals they want to achieve, and their plan to achieve the goals.

Community Organization reviewed the CSIP for the school(s) included in this MOU \_\_\_\_\_ (initial)

III. STUDENT OUTCOMES FOCUSED GOVERNANCE (SOFG) GOALS AND GUARDRAILS:

Seattle Public Schools will work diligently to accomplish the goals of our strategic plan to ensure that SPS students receive a high-quality education in a safe, warm, and welcoming learning environment. To achieve this, the district has established Student Outcomes Focused Governance (SOFG) goals and guardrails which are aligned with Seattle Excellence, the district strategic plan. Please share in detail which goal you support and how:

CHS strives to serve traditionally underserved populations & to bring services to them in the schools, with added emphasis on community collaboration. Our therapists (many of which are social workers) are embedded in schools and address case management issues as needed. We view behavioral health as a part of whole health,

with all health concerns needing to be addressed simultaneously, including social determinants of health toward achieving wellness. When a therapist works with a youth, we look holistically at the bio-psycho-social model of health & well-being, and through case management, help families with housing and/or food insecurity as well as other healthcare needs. We are aware we cannot begin to address mental health concerns if a student doesn't know where they are sleeping tonight or don't have adequate nutrition to learn new coping strategies.

IV. STUDENTS FURTHEST FROM EDUCATIONAL JUSTICE: At Seattle Public Schools, we are working to dramatically improve academic and life outcomes for Students of Color by disrupting the legacies of racism in our educational system. This work supports our commitment to make sure every student graduates prepared for college, a career, and community participation. Explain how your organization and services support this commitment: Our school-based team strives to build up their skills around self-reflection, emotional language/definition, and client-centered care. By developing these skills, they can approach relationships with their clients that centers safety, acknowledgement of the client/provider power dynamics, and allow them to model healthy life skills. We have been actively addressing and moving away from White Supremacy characteristics, no matter how subtle, and ensuring that we move forward collaboratively in a way that celebrates our unique strengths.

V. SCOPE OF WORK:

a. Organizational Overview:

Center for Human Services (CHS) is a state licensed behavioral health provider that is experienced at providing school-based behavioral health services to students and families. Center for Human Services (CHS) is a community-based youth and family services agency that has been a resource for children, youth, adults, and families since 1970. Center for Human Services provides mental health; behavioral health integration in medical clinics; family support; and substance use disorders treatment services to the community. CHS believes that the most critical element for strengthening a community is to strengthen its members and their families through preventive and responsive programs. Our approach to our work is strengths-based, family-focused, client-centered, trauma-informed, integrated with other services, and culturally responsive.

b. Program Description:

CHS will employ a credentialed, licensed clinician(s) for selected Seattle Public Schools for the purposes of providing convenient and accessible behavioral health services to students and families of students. Such services may include psycho-social intake and assessments, individual therapy sessions, group therapy sessions, family sessions, and case management in school.

c. Program Dates & Times:

Services will be provided at schools, on days and times mutually agreed upon by both parties. The program will operate on-site only when the schools are open.

d. Other Applicable Information:

VI. MEASURABLE OUTCOMES:

This collaboration has the following measurable outcomes to prove its support of strategic goals of the district and individual goals of the schools it serves:

GOAL	MEASURABLE OUTCOME
Support individual student’s social and emotional regulation and overall social and emotional health.	Progress on treatment goals, communication with relevant school staff and family members; Progress in decreasing symptoms is often determined by using clinical screening tools such as the Global Assessment of Anxiety (GAD-7) and the Patient Health Questionnaire (PHQ-9) which measures depression. If a student is not achieving their treatment goals, the therapist and student will re-evaluate the benefit of the therapeutic strategies being used and make adjustments to our approaches when needed.
Support the transfer and application of student’s skills from a counseling setting to a social and classroom setting.	Improved skills as reported by classroom teacher and family

VII. COMMUNITY ORGANIZATION/PROGRAM OPERATIONAL NEEDS:

- Referral of students/families for services, with the understanding that a minimum of 3 students must be seen to justify a half day on campus, and 6 students to justify a full day on campus
- Private space that allows for confidential counseling sessions, preferably a consistent space
- Assistance with student retrieval from class
- Communication with school staff regarding students being served, as appropriate
- Reasonable notice when their presence is requested at a meeting or other event, such as IEP/504 meetings

VIII. SCHOOL OR DISTRICT OPERATIONAL NEEDS:

- A consistent schedule for providing services
- A standardized, clear referral process for school staff
- Contact information for clinicians, and update school staff if there is a change in assigned clinician
- A consistent schedule for student services
- A standardized, clear referral process for school staff
- Communication with school staff regarding students being served, as appropriate
- Participation in relevant school-based meetings for students being served, such as IEP/504 meetings, when available and as appropriate
- Compliance with SPS visitor/partner check-in procedures

IX. COMMUNICATION:

*Successful collaborations require professional communication between the Parties to support the stated goals and to achieve and track the measurable outcomes detailed in this MOU. The Parties agree to communicate as follows:*

A communication schedule will be established at each school that meets the needs of both parties.

Community Organization will provide a report to the SPS Manager of Prevention and Intervention at the end of each school year. This report will include the number of students served at each school, evaluation of partnership goals listed in Section VI, and any successes or challenges experienced.

X. PAYMENT:

No payments will be made under this agreement by either party.

XI. TERMINATION:

This MOU may be terminated by either party at any time and for any reason, with 30 days written notice. Additionally, the District may terminate this MOU with written notice, effective immediately, if the District determines that such action is necessary to avoid disruption to the educational environment of the school and/or for the health or safety its students, officials, agents, employees, or volunteers.

XII. NONDISCRIMINATION:

Community Organization will comply with the following nondiscrimination and equality in contracting provisions as mandated by federal and state law:

- a. Americans with Disabilities Act: Community Organization will comply with all applicable provisions of the Americans with Disabilities Act (ADA) in performing its obligations under this MOU and shall provide such reports and information relative to the accessibility of services as may be requested by the District.
- b. Discrimination: Community Organization will not discriminate against any employee or applicant for employment because of race, color, age, sex, marital status, sexual orientation, gender identity, political ideology, creed, religion, ancestry, national origin, or the presence of any sensory, mental or physical handicap, unless based upon a bona fide occupational qualification. Community Organization shall affirmatively attempt to ensure that applicants are employed, and that employees are treated without regard to their race, color, age, sex, marital status, sexual orientation, gender identity, political ideology, creed, religion, ancestry, national origin, or the presence of any sensory, mental or physical handicap, during their employment period. Such efforts shall include, but are not limited to the following: employment, upgrading, demotion, transfer; recruitment, layoff, rates of pay, or other forms of compensation and training.

XIII. BACKGROUND CHECK:

Community Organization agrees all officials, agents, employees, and volunteers assigned to work in a District school or with District students under this MOU will undergo a criminal history background check. Background checks must be completed before individuals are assigned to work in a District school or with District students.

Community Organization will complete "Appendix A" listing each official, agent, employee, and volunteer and the type of background check each received in accordance with the requirements below. All Community Organization officials, agents, employees, and volunteers who work with students must pass an annual criminal background screen.

- a. The WATCH (Washington State Patrol) background check is acceptable for a Community Organization official, agent, employee, or volunteer who satisfies both of the following criteria. The individual has:
  - i. Resided in Washington State for more than three years; and
  - ii. Their contact with students will always be supervised by an adult (unrelated through family ties).

- b. A national background check is required for a Community Organization official, agent, employee, or volunteer who satisfies one or both of the following criteria. The individual has:
  - i. Resided in Washington State for less than three years from the date of the background check; and/or
  - ii. Contact with students will be unsupervised.

Community Organizations must use their own WATCH account. WATCH background checks are free for non-profit organizations. For-profit organizations must provide payment to the Washington State Patrol for background checks performed.

For individuals required to submit to a national background check, this background check is required once. In subsequent years, a WATCH background check is required. Community Organizations may utilize [Verified Volunteer](#) – the District’s national background check vendor.

If a positive criminal history is reported, Community Organization will share the information with the District’s Community Partnerships Department by contacting [communitypartnerships@seattleschools.org](mailto:communitypartnerships@seattleschools.org). The District will determine if the individual may be assigned to a District school or student. Community Organization understands and agrees that as an independent contractor, employment decisions are always their own.

XIV. SEXUAL MISCONDUCT TRAINING:

Community Organization agrees all officials, agents, employees, and volunteers will complete the District’s Adult Sexual Misconduct Prevention Course prior to working in a District school or with District students: [www.seattleschools.org/misconductvideo](http://www.seattleschools.org/misconductvideo).

Community Organization will complete “Appendix A” to prove compliance with the requirement.

XV. CONFIDENTIAL STUDENT INFORMATION:

Community Organization understands and agrees that the District will only provide identifiable student education records to the Community Organization upon receipt/approval of both parent/guardian-signed consent to release information form(s) and an executed data sharing agreement.

Community Organization also understands and agrees that any identifiable student education records received from the District are confidential and protected by federal law, the Family Educational Rights and Privacy Act (“FERPA”), and 20 U.S.C. Section 1232g. Community Organization further agrees that identifiable student education records received from the District will not be disclosed to any other person, agency, or entity without the prior written consent of the District unless required to make such a disclosure under an applicable law or court order. Community Organization further understands and agrees that any identifiable student education records obtained through this MOU may be used only to perform the services described in this MOU. The unauthorized or unlawful disclosure of student education records is just cause for the District to immediately terminate the MOU.

If applicable, Community Organization will maintain all therapeutic/health records in accordance with State of Washington regulations for Community Mental Health Agencies and the United States Health Insurance Portability and Accountability Act (HIPAA). Community Organization will only provide therapeutic records or treatment information to the District upon a signed consent to release information which must be authorized by the parent/guardian, or if the student is 13 years of age or older, by the student.

XVI. RESEARCH:

Community Organization has the right to present, publish, or use student results gained in the course of its collaboration, so long as publication, presentation, or use of the results is consistent with scientific standards, is outside the scope of a current District-supported research study, and does not include personally identifiable information of District students, staff, or parents/guardians. Should Community Organization use or collect data for the purpose of conducting a research study, Community Organization will submit a separate External Research Request prior to use or collection. To determine whether the proposed data use/collection constitutes a research study, Community Organization may reference the Research Guidelines located at [https://www.seattleschools.org/wp-content/uploads/2021/07/RE\\_ResearchReviewGuidelines\\_ADA.pdf](https://www.seattleschools.org/wp-content/uploads/2021/07/RE_ResearchReviewGuidelines_ADA.pdf) or contact the District's Office of Research & Evaluation.

XVII. INDEPENDENT CONTRACTOR:

The Parties are independent contractors. Nothing herein shall be deemed to create an employment, agency, joint venture, or partnership relationship between the Parties or any of their officials, agents, employees, or volunteers, or any other legal arrangement that would impose liability upon one party for the act or failure to act of the other party. Neither party shall have any express or implied power to enter into any contracts or commitments or to incur any liabilities in the name of, or on behalf of, the other party, or to bind the other party in any respect whatsoever.

XVIII. SITE ACCESS:

The District reserves the right to immediately prohibit any Community Organization official, agent, employee, or volunteer from entering District property if a District official determines that such action is necessary to avoid disruption to the educational environment of a school and/or for the health or safety the District's students, officials, agents, employees, or volunteers. The District reserves the right terminate this MOU for a violation that results in a site access prohibition for a Community Organization official, agent, employee, or volunteer.

XIX. INSURANCE AND INDEMNIFICATION:

- a. Insurance: Each party will provide the other with a Certificate of Insurance, or evidence of Self-Insurance, which documents insurance coverage for personal injury or property damages claims that may arise from, or in connection to, the performance of the Agreement, with limits of not less than \$1,000,000 per occurrence.
- b. Indemnification: Community Organization agrees that to the fullest extent permitted by law, Community Organization will hold harmless, defend, and indemnify the District, its agents, employees and board members from any liability, cost or expense, including and without limitation, penalties, losses, damages, attorneys' fees, taxes, expenses of litigation, judgments, liens, and encumbrances, to the extent arising out of, or resulting from any act or omission by the Community Organization under this MOU. The terms of this section shall survive the termination of this MOU.

The District agrees that to the fullest extent permitted by law, the District will hold harmless, defend, and indemnify the Community Organization, its agents, employees, and board members from any liability, cost or expense, including and without limitation, penalties, losses, damages, attorneys' fees, taxes, expenses of litigation, judgments, suits, liens, and encumbrances, to the extent arising out of, or resulting from any act or omission by the District under this MOU. The terms of this section shall survive the termination of this MOU.

XX. NOTICES:

All notices contemplated or required under this MOU shall be in writing and delivered by hand, U.S. Mail, or electronically as follows:

To the District:

Office of Legal Counsel  
Seattle School District No.1  
PO Box 34165, MS 32-151  
Seattle, WA 98124-1165

To the Community Organization:

Beratta Gomillion  
Executive Director  
Center for Human Services  
17018 15th Ave. NE  
Shoreline, WA 98155  
[BGomillion@chs-nw.org](mailto:BGomillion@chs-nw.org)

XXI. MISCELLANEOUS PROVISIONS:

- a. Entire Agreement. This MOU constitutes the entire agreement between the Parties, and supersedes all prior oral or written agreements, commitments, or understandings concerning the matters provided herein.
- b. Amendment. Modifications to this MOU must be in writing and be signed by each party.
- c. Governing Law. The terms of this MOU shall be interpreted in accordance to, and enforced under, the laws of the State of Washington. The Parties agree that any judicial proceedings will take place in Seattle, Washington.
- d. Severability. If any provision of this MOU is held invalid or unenforceable, the remainder of the MOU shall not be affected, but continue in full force.
- e. Assignment. Neither party shall assign its rights or responsibilities under this agreement unless it receives written permission from the other party.
- f. Non-Waiver. Any express waiver or failure to exercise promptly any right under this MOU will not create a continuing waiver or any expectation of non-enforcement.
- g. District Policies and Procedures. Community Organization agrees that all its officials, agents, employees, or volunteers providing services to District students under this MOU will comply with District policies, procedures, and guidelines, including all applicable District COVID-19 health and safety protocols. Community Organization will educate their officials, agents, employees, and volunteers of all applicable District policies, procedures, and guidelines before permitting work under this MOU to begin. District policies and procedures are available at: <https://www.seattleschools.org/about/school-board/policy-and-procedure/>
- h. Counterparts. The Parties agree this MOU may be executed in one or more counterparts, each of which shall constitute an enforceable original of the agreement, and that facsimile signatures shall be as effective and binding as original signatures.
- i. Debarment. Community Organization, by accepting this MOU, warrants that it is not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions (defined as not being eligible to receive federal funds) by any local, state, or federal department or agency. Community Organization agrees to be bound by the terms of School Board Policy No. 6973, which provides additional requirements applicable to debarment of contractors from receiving future contracts with the District. Please go to: <https://www.seattleschools.org/wp-content/uploads/2021/07/6973.pdf> to read Policy No. 6973.

- j. Cooperation with District Auditor and State Auditor. Community Organization agrees to provide reasonable cooperation with any inquiry by either the District or the State Auditor relating to the performance of this MOU. The District has the right to audit records of Community Organization relating to payment or performance under this MOU, for one year after completion of this contract. Failure to cooperate may be cause for debarment from award of, or agreement to, future contracts.

THIS MOU SHALL BECOME EFFECTIVE AS OF THE LAST DATE OF SIGNATURE. BY SIGNING BELOW, EACH SIGNATORY REPRESENTS THAT IT HAS THE AUTHORITY TO EXECUTE THIS MOU.

SEATTLE SCHOOL DISTRICT NO. 1

CENTER FOR HUMAN SERVICES

DocuSigned by:  
  
BB75897313E941E...  
 \_\_\_\_\_  
 Authorized Signature

  
 \_\_\_\_\_  
 Authorized Signature

Amy Fleming  
 \_\_\_\_\_  
 Printed Name

Beratta Gomillion  
 \_\_\_\_\_  
 Printed Name

Director of Accounting  
 \_\_\_\_\_  
 Title

Executive Director  
 \_\_\_\_\_  
 Title

10/5/2023  
 \_\_\_\_\_  
 Date

10/2/23  
 \_\_\_\_\_  
 Date

James Baldwin  10/3/2023  
DocuSigned by: A3CAG6C66072437...

Ingraham:  10/3/2023  
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