

WAC 174-116-123 Establishment of infraction review committee. The Evergreen State College infraction review committee is hereby established, the members of which shall be composed of the following:

(1) One faculty member chosen by the vice president and provost;

(2) One exempt staff member chosen by the president;

(3) One classified staff member chosen by the vice president for business;

(4) Two currently enrolled students;

(5) The chief of security will serve as a nonvoting member; and

(6) A nonvoting secretary chosen by the chief of security. [Statutory Authority: RCW 28B.40.120(11), 85-21-067 (Order 85-4, Resolution No. 85-32), § 174-116-123, filed 10/18/85, effective 1/1/86; 84-13-056 (Order 84-2, Resolution No. 84-28), § 174-116-123, filed 6/19/84; 83-20-016 (Order 83-4, Resolution No. 83-42), § 174-116-123, filed 9/22/83.]

Title 177 WAC

ECONOMIC OPPORTUNITY, OFFICE OF

Chapters

177-04 General procedures.

177-06 Public records.

177-08 Uniform procedural rules.

Reviser's note: The Department of Community Development reaffirmed and assumed all rules made by the former Office of Economic Opportunity by the filing of WSR 84-14-064 on June 30, 1984. The reaffirmed chapters within Title 177 are as follows: Chapters 177-04, 177-06, and 177-08 WAC.

Chapter 177-04 WAC GENERAL PROCEDURES

WAC

177-04-010 through 177-04-050 Repealed.

DISPOSITION OF SECTIONS FORMERLY CODIFIED IN THIS CHAPTER

- 177-04-010 Office purpose. [Assumed and reaffirmed by the department of community development in WSR 84-14-064, filed 6/30/84. Order 73-02, § 177-04-010, filed 11/28/73.] Repealed by 85-15-012 (Order 85-07), filed 7/8/85. Statutory Authority: RCW 43.63A.060.
- 177-04-030 Office organization. [Assumed and reaffirmed by the department of community development in WSR 84-14-064, filed 6/30/84. Order 73-02, § 177-04-030, filed 11/28/73.] Repealed by 85-15-012 (Order 85-07), filed 7/8/85. Statutory Authority: RCW 43.63A.060.
- 177-04-050 Appearance and practice before office—Who may appear. [Assumed and reaffirmed by the department of community development in WSR 84-14-064, filed 6/30/84. Order 73-02, § 177-04-050, filed 11/28/73.] Repealed by 85-15-012 (Order 85-07), filed 7/8/85. Statutory Authority: RCW 43.63A.060.

WAC 177-04-010 through 177-04-050 Repealed.
See Disposition Table at beginning of this chapter.

Chapter 177-06 WAC PUBLIC RECORDS

WAC

177-06-010 through 177-06-020 Repealed.

DISPOSITION OF SECTIONS FORMERLY CODIFIED IN THIS CHAPTER

- 177-06-010 Purpose of chapter. [Assumed and reaffirmed by the department of community development in WSR 84-14-064, filed 6/30/84. Order 73-02, § 177-06-010, filed 11/28/73.] Repealed by 85-15-012 (Order 85-07), filed 7/8/85. Statutory Authority: RCW 43.63A.060.
- 177-06-020 Availability of public records and office procedures applicable to such availability. [Assumed and reaffirmed by the department of community development in WSR 84-14-064, filed 6/30/84. Order 73-02, § 365-06-020 (codified as WAC 177-06-020), filed 11/28/73.] Repealed by 85-15-012 (Order 85-07), filed 7/8/85. Statutory Authority: RCW 43.63A.060.

WAC 177-06-010 through 177-06-020 Repealed.
See Disposition Table at beginning of this chapter.

Chapter 177-08 WAC UNIFORM PROCEDURAL RULES

WAC

177-08-010 Repealed.

DISPOSITION OF SECTIONS FORMERLY CODIFIED IN THIS CHAPTER

- 177-08-010 Uniform procedural rules. [Assumed and reaffirmed by the department of community development in WSR 84-14-064, filed 6/30/84. Order 73-02, § 177-08-010, filed 11/28/73.] Repealed by 85-15-012 (Order 85-07), filed 7/8/85. Statutory Authority: RCW 43.63A.060.

WAC 177-08-010 Repealed. See Disposition Table at beginning of this chapter.

Title 180 WAC EDUCATION, BOARD OF

Chapters

- 180-16 State support of public schools.**
- 180-22 Educational service districts.**
- 180-23 Educational service districts—Election of board members.**
- 180-25 State assistance in providing school plant facilities—Preliminary provisions.**
- 180-26 State assistance in providing school plant facilities—Educational specifications and site selection.**
- 180-27 State assistance in providing school plant facilities—Basic state support.**
- 180-29 State assistance in providing school plant facilities—Procedural regulations.**
- 180-33 State assistance in providing school plant facilities—Modernization.**
- 180-38 Pupils—Immunization requirement.**

180-40	Pupils.
180-50	Courses of study and equivalencies.
180-51	High school graduation requirements.
180-52	Pupil personnel services.
180-53	Educational quality--Self-study by school districts.
180-55	School accreditation.
180-56	Secondary education.
180-57	Secondary education--Standardized high school transcript.
180-72	Adult education.
180-75	General certification provisions.
180-78	Professional preparation program development and approval.
180-79	Professional preparation certification requirements.
180-90	Private schools.

Chapter 180-16 WAC STATE SUPPORT OF PUBLIC SCHOOLS

WAC	
180-16-002	Authority.
180-16-003	Repealed.
180-16-006	Purpose.
180-16-191	Programs subject to basic education allocation entitlement requirements.
180-16-195	Annual reporting and review process.
180-16-200	Total program hour offering--Basic skills and work skills requirements.
180-16-205	Classroom teacher contact hours requirement.
180-16-210	Kindergarten through grade three students to classroom teacher ratio requirement.
180-16-220	Supplemental program and basic education allocation entitlement requirements.
180-16-225	Waiver--Substantial lack of classroom space--Grounds and procedure.
180-16-240	Compliance with other program requirements.

DISPOSITION OF SECTIONS FORMERLY CODIFIED IN THIS CHAPTER

180-16-003	Authority for rules. [Order 6-71, § 180-16-003, filed 10/13/71; Order, filed 5/3/66, effective 6/3/66; No. SBE, filed 12/17/64, effective 7/1/65.] Repealed by 84-11-043 (Order 2-84), filed 5/17/84. Statutory Authority: RCW 28A.58.754(6).
------------	---

WAC 180-16-002 Authority. The authority for this chapter is RCW 28A.58.754(6) which authorizes the state board of education to adopt rules that implement and ensure compliance with the basic program of education requirements of RCW 28A.41.130, 28A.41.140, and 28A.58.754 and such related basic program of education requirements as may be established by the state board of education. [Statutory Authority: RCW 28A.58.754(6). 84-11-043 (Order 2-84), § 180-16-002, filed 5/17/84.]

WAC 180-16-003 Repealed. See Disposition Table at beginning of this chapter.

WAC 180-16-006 Purpose. The purpose of this chapter is to set forth rules to:

(1) Establish procedures and policies for state board of education approval of school district programs for the

purpose of entitlement to state basic program of education support, including the provisions of RCW 28A.41.130, 28A.41.140, and 28A.58.754; and

(2) Establish related program requirements for which compliance is required as part of state board of education approval. [Statutory Authority: RCW 28A.58.754(6). 84-11-043 (Order 2-84), § 180-16-006, filed 5/17/84.]

WAC 180-16-191 Programs subject to basic education allocation entitlement requirements. The requirements, procedures and other provisions set forth in this chapter shall apply to kindergarten programs, and to such portion of the grade one through twelve program including related vocational instruction, as a school district provides for students enrolled in kindergarten through grade twelve. [Statutory Authority: RCW 28A.58.754(6). 84-11-043 (Order 2-84), § 180-16-191, filed 5/17/84. Statutory Authority: RCW 28A.01.010, 28A.04.120, 28A.41.130, 28A.41.140, 28A.58.754, 28A.58.758, and 1979 ex.s. c 250. 79-10-033 (Order 10-79), § 180-16-191, filed 9/12/79. Statutory Authority: RCW 28A.41.130 and 28A.58.754. 78-06-097 (Order 3-78), § 180-16-191, filed 6/5/78.]

WAC 180-16-195 Annual reporting and review process. (1) **Annual district reports.** A review of each school district's kindergarten through twelfth grade program shall be conducted annually for the purpose of determining compliance or noncompliance with these basic education allocation entitlement requirements. On or before the third Monday in October of each school year, each school district superintendent shall complete and return the program data report form(s) prepared and distributed by the superintendent of public instruction. Such forms shall be designed to elicit data necessary to a determination of a school district's compliance or noncompliance with these entitlement requirements. Data reported on any such form(s) by a school district shall accurately represent the actual status of the school district's program as of the first school day in October and as thus far provided and scheduled for the entire current school year. Such forms shall be signed by:

- The school board president or chairperson, and
- The superintendent of the school district.

(2) **State staff review.** The superintendent of public instruction shall review each school district's program data report and such supplemental state reports as staff deemed necessary, conduct on-site monitoring visits of randomly selected school districts and prepare recommendations and supporting reports for presentation to the state board of education: *Provided*, That, if a school district's initial program data report and any other state reports considered do not establish compliance with these basic education allocation entitlement requirements, the district shall be provided the opportunity to explain the deficiency and provide supplemental data. School districts which foresee that they will not be able to comply with these entitlement requirements or that are deemed by the superintendent of public instruction to be in noncompliance may petition for a waiver on the

basis of the limited ground of substantial lack of classroom space as set forth in WAC 180-16-225.

(3) Annual certification of compliance or noncompliance--Withholding of funds for noncompliance.

(a) At the annual March meeting of the state board of education, or at such other meeting as the board shall designate, the board shall certify each school district as being in compliance or noncompliance with these basic education allocation entitlement requirements.

(b) A certification of compliance shall be effective for the then current school year subject to any subsequent ad hoc review and determination of noncompliance as may be deemed necessary or advisable by the state board of education or the superintendent of public instruction. In addition, a certification of compliance shall be effective tentatively for the succeeding school year until such time as the state board takes its annual action certifying compliance or noncompliance with these entitlement requirements.

(c) A certification of noncompliance shall be effective until program compliance is assured by the school district to the satisfaction of the superintendent of public instruction, subject to review by the state board. Basic education allocation funds shall be deducted from the basic education allocation of a school district that has been certified as being in noncompliance unless such district has received a waiver, pursuant to WAC 180-16-225, from the state board for such noncompliance, or assurance of program compliance is subsequently provided for the school year previously certified as in noncompliance and is accepted by the state board.

(d) The withholding of basic education allocation funding from a school district shall occur for a noncompliance provided that the school district has been given a reasonable amount of time to remediate the noncompliance situation, not to exceed forty school business days from the time the district receives notice of the noncompliance from the superintendent of public instruction. It is presumed that forty school business days is a reasonable time for school districts to correct an existing noncompliance. The superintendent of public instruction may extend such timeline only if the district demonstrates, by clear and convincing evidence, that such timeline is not reasonable to make the necessary corrections. For the purposes of this section, a school business day shall mean any calendar day, exclusive of Saturdays, Sundays, and any federal and school holidays upon which the office of the superintendent of the school district is open to the public for the conduct of business. A school business day shall be concluded or terminated upon the closure of said office for the calendar day.

(e) The superintendent of public instruction, or his/her designee, after notification to a school district regarding an existing noncompliance, shall enter into a compliance agreement with the school district that shall include, but not be limited to, the following criteria:

(i) A deadline for school district remediation of the noncompliance(s), not to exceed forty school business days per noncompliance as specified in (d) of this subsection.

(ii) A listing of all the noncompliance areas and the necessary terms that must be satisfied in each area in order for the school district to gain compliance status. This listing also shall specify additional deadlines for the accomplishment of the stated terms if different from the final deadline as specified in subsection (1) of this section.

(iii) A closing statement specifying that a school district's failure to remediate a noncompliance by the determined deadline shall result in the immediate withholding of the district's basic education allocation funding by the superintendent of public instruction.

(iv) The date and the signatures of the superintendent of the school district, or his/her designee, and the superintendent of public instruction, or his/her designee, to the agreement. A copy of the completed compliance agreement shall be sent to the chairperson of the school district's board of directors.

(f) In the event a school district fails to sign the compliance agreement within five school business days from the date of issuance or does not satisfy the terms of the signed compliance agreement within the designated amount of time, the superintendent of public instruction shall withhold state funds for the basic education allocation until program compliance is assured.

(g) The superintendent of public instruction shall withhold state funds for the basic education allocation to a school district based on the following procedure:

(i) For the first month that a noncompliance exists following the conditions as specified in (f) of this subsection, the superintendent of public instruction shall withhold twenty-five percent of the state funds for the basic education allocation to a school district.

(ii) For the second month that a noncompliance exists following the conditions as specified in (f) of this subsection, the superintendent of public instruction shall withhold fifty percent of the state funds for the basic education allocation to a school district.

(iii) For the third month that a noncompliance exists following the conditions as specified in (f) of this subsection, the superintendent of public instruction shall withhold seventy-five percent of the state funds for the basic education allocation to a school district.

(iv) For the fourth month, and every month thereafter, that a noncompliance exists following the conditions as specified in (f) of this subsection, the superintendent of public instruction shall withhold one hundred percent of the state funds for the basic education allocation to a school district until compliance is assured.

(h) Any school district may appeal to the state board of education the decision of noncompliance by the superintendent of public instruction. Such appeal shall be limited to the interpretation and application of these rules and regulations by such superintendent of public instruction. Such appeal shall not stay the withholding of any state funds pursuant to this section. The state board of education may not waive any of the basic education entitlement requirements as set forth in this chapter, except as provided in WAC 180-16-225. [Statutory Authority: RCW 28A.58.754(6). 84-11-043 (Order 2-84), § 180-16-195, filed 5/17/84. Statutory

Authority: RCW 28A.04.120, 83-13-002 (Order 3-83), § 180-16-195, filed 6/2/83. Statutory Authority: RCW 28A.01.010, 28A.04.120, 28A.41.130, 28A.41.140, 28A.58.754, 28A.58.758, and 1979 ex.s. c 250. 79-10-033 (Order 10-79), § 180-16-195, filed 9/12/79. Statutory Authority: RCW 28A.41.130 and 28A.58.754. 78-06-097 (Order 3-78), § 180-16-195, filed 6/5/78.]

WAC 180-16-200 Total program hour offering—Basic skills and work skills requirements. (1) Total program hour offering—Definition.

(a) Each school district shall make available to students enrolled at least a total program hour offering as set forth in subsections (2) through (6) of this section. For the purpose of this section, "total program hour offering" shall mean those hours of sixty minutes each, inclusive of intermissions for class changes, recess and teacher/parent-guardian conferences which are planned and scheduled by the district for purposes of discussing students' educational needs or progress—exclusive of time actually spent for eating lunchtime meals—when students are provided the opportunity to engage in educational activity planned by and under the direction of school district staff, as directed by the administration and board of directors of the district.

For special education/handicapped programs operating in separate facilities in a school district, do not exclude the time actually spent for eating lunchtime meals if that time is specifically identified and utilized as instructional meal training for each student in the program.

(b) Adjustments of program hour offerings between grade level groupings. Any school district may petition the state board of education for a reduction in the total program hour offering requirements for one or more of the grade level groupings specified in subsections (2) through (6) of this section. The state board of education shall grant all such petitions that are accompanied by an assurance that the minimum total program hour offering requirements in one or more other grade level groupings will be exceeded concurrently by no less than the number of hours of the reduction.

(c) Each school district shall make available to students enrolled at least an instructional hour offering as set forth in subsections (3) through (6) of this section. For the purpose of this section, "instructional hour offering" shall mean those hours of sixty minutes each—exclusive of recess time, passing time, total lunch intermission time, and noncountable release time on early dismissal days—when students are provided the opportunity to engage in the basic skills and/or work skills offered by and under the direction of school district staff, as directed by the administration and board of directors of the district.

(d) A school district has "provided the opportunity to engage in" the basic skills and work skills activities required by this section when the district actually conducts basic skills and work skills instruction for students. If a district is not actually conducting the percentage(s) of basic skills and/or work skills required by this section,

such district nevertheless shall be deemed to be in compliance with such requirements if such district's instructional time offered to students in basic skills and work skills instruction equals or exceeds the minimum instructional hour requirements in each grade level grouping as specified in subsections (3) through (6) of this section. A school district that makes a reasonable and good faith effort through the first day of the school term to provide students the opportunity to take the section(s) or course(s) necessary to comply with the basic skills and work skills percentages, as specified in subsections (3) through (6) of this section and no student enrolled in such section(s) or course(s), may count that section(s) or course(s) toward the total basic skills and work skills percentages offered to students that term. Each of the basic skills areas specified in subsections (2) through (6) of this section for a particular grade level grouping must be offered each school year to students at one or more of the grade levels within the particular grade level grouping. Instruction in at least one of the following work skills must be offered each school year to students at one or more of the grade levels within each of the grade level groupings specified in subsections (5) and (6) of this section: Industrial arts, home and family life education, business and office education, distributive education, agricultural education, health occupations education, vocational education, trade and industrial education, technical education and career education.

(e) Five percent variation—Basic skills and work skills requirements. A school district may establish minimum course mix percentages that deviate within any grade level grouping by up to five percentage points above or below the minimums established by subsections (3) through (6) of this section, provided the total program hour offering requirement for the grade level grouping is met.

(2) **Kindergarten.** Each school district shall make available to students in kindergarten at least a total program offering of four hundred fifty hours each school year. The program shall include reading, arithmetic, language skills and such other subjects and activities as the school district shall determine to be appropriate for the education of the school district's students enrolled in such program.

(3) **Grades 1 through 3.** Each school district shall make available to students in grades one through three at least a total program hour offering of two thousand seven hundred hours each school year. A minimum of ninety-five percent (ninety percent with the five percent variation included, or 2,430 instructional hours) of such total program hour offerings shall be in the instruction of the basic skills areas of reading/language arts (which may include foreign languages), mathematics, social studies, science, music, art, health and physical education. The remaining five percent of the total program hour offerings may include such subjects and activities as the school district shall determine to be appropriate for the education of the school district's students in such grades.

(4) **Grades 4 through 6.** Each school district shall make available to students in grades four through six at

least a total program offering of two thousand nine hundred seventy hours each school year. A minimum of ninety percent (eighty-five percent with the five percent variation included, or 2,524.5 instructional hours) of such total program hour offerings shall be in the instruction of the basic skills areas of reading/language arts (which may include foreign languages), mathematics, social studies, science, music, art, health and physical education. The remaining ten percent of the total program hour offerings may include such subjects and activities as the school district shall determine to be appropriate for the education of the school district's students in such grades.

(5) **Grades 7 through 8.** Each school district shall make available to students in grades seven through eight at least a total program hour offering of one thousand nine hundred eighty hours each school year. A minimum of eighty-five percent (eighty percent with the five percent variation included, or 1,584 instructional hours) of such total program hour offerings shall be in the instruction of the basic skills areas of reading/language arts (which may include foreign languages), mathematics, social studies, science, music, art, health and physical education. A minimum of ten percent (five percent with the five percent variation included, or 99 instructional hours) of the total program offerings shall be in the instruction of work skills. The remaining five percent of the total program hour offerings may include such subjects and activities as the school district shall determine to be appropriate for the education of the school district's students in such grades.

(6) **Grades 9 through 12.**

(a) Each school district shall make available to students in grades nine through twelve at least a total program hour offering of four thousand three hundred twenty hours each school year. A minimum of sixty percent (fifty-five percent with the five percent variation included, or 2,376 instructional hours) of such total program hour offerings shall be in the instruction of the basic skills areas of language arts, foreign language, mathematics, social studies, science, music, art, health and physical education. A minimum of twenty percent (fifteen percent with the five percent variation included, or 648 instructional hours) of the total program hour offerings shall be in the instruction of work skills. The remainder of the total program hour offerings may include traffic safety or such subjects and activities as the school district shall determine to be appropriate for the education of the school district's students in such grades: *Provided*, That, whether or not the five percent deviations in course mix percentages allowed by subsection (2)(d) of this section are applied, not less than four hundred and thirty-two instructional hours (*i.e.*, ten percent of the total program hour requirement) of such remaining instructional hours shall consist of basic skills and/or work skills: *Provided*, That any program hours and/or instructional hours not achieved due to the implementation of WAC 180-16-215(4) relating to students graduating from high school, shall not be deducted from the total program hours calculated.

(b) Grade nine option. Each school district shall have the option of including grade nine within the program hour offering requirements of grades seven and eight so long as such requirements for grades seven through nine are increased to two thousand nine hundred seventy hours and such requirements for grades ten through twelve are decreased to three thousand two hundred forty hours. Each school district shall state which option is in use when providing compliance documentation to the superintendent of public instruction.

(7) Basis and means for determining compliance with basic skills and work skills percentage requirements.

(a) Each school district shall adopt a written policy and procedure for establishing the basis and means for determining and monitoring compliance with the basic skills and work skills percentages, the course requirements and instructional hour minimums as established by this section. Written documentation of such annual determinations and monitoring activities shall be maintained on file by each school district.

(b) Handicapped education programs, vocational-technical institute programs, state institution, state residential school programs and alternative education programs where students are provided access to the basic skills/work skills offered in the regular program, all of which programs are conducted for the common school age, kindergarten through secondary school program students encompassed by this section, shall be exempt from the basic skills and work skills percentage and course requirements of this section in order that the unique needs, abilities or limitations of such students may be met. [Statutory Authority: RCW 28A.58.754(6), 84-11-043 (Order 2-84), § 180-16-200, filed 5/17/84. Statutory Authority: RCW 28A.01-.010, 28A.04.120, 28A.41.130, 28A.41.140, 28A.58.754, 28A.58.758, and 1979 ex.s. c 250, 79-10-033 (Order 10-79), § 180-16-200, filed 9/12/79. Statutory Authority: RCW 28A.41.130 and 28A.58.754, 78-06-097 (Order 3-78), § 180-16-200, filed 6/5/78.]

WAC 180-16-205 Classroom teacher contact hours requirement. (1) **Contact hours requirement--Definition.** The average annual classroom contact hours for each average annual full-time equivalent certificated classroom teacher employed by a school district shall be no less than twenty-five hours per week. For the purpose of this section "classroom contact hours" shall mean those hours a certificated classroom teacher is instructing students in a classroom, exclusive of such time as the teacher spends for preparation, conferences, administrative duties, and any other nonclassroom instruction duties.

(2) **Classroom--Definition.** For the purpose of this section, "classroom" shall mean those areas or spaces within or without a building, on or off a school campus, that are utilized by a certificated classroom teacher and his/her students for the conduct of planned instructional activities.

(3) **Computation of FTE teachers.** For the purpose of this section the "average annual full-time equivalent

classroom teachers" of a school district shall be the sum of full-time and part-time teachers computed as follows:

(a) **Full-time teachers.** Each employee who is employed full time for the regular instructional year exclusive of summer school, and who is assigned solely classroom instructional and related duties (e.g., planning periods, parent/teacher conferences, before and after school supervision of students, etc.) pursuant to his/her basic contract shall be counted as one full-time equivalent classroom teacher regardless of his/her actual teaching load. No such employee shall be counted as more than one full-time equivalent classroom teacher: *Provided*, That in the case of full-time employees of a school district that conducts a year round regular school program who are employed for a term in excess of the equivalent of the regular instructional year for individual students, such excess term of employment shall be counted as a portion of an additional full-time equivalent classroom teacher.

(b) **Part-time teachers.** Each part-time employee who is assigned classroom instructional duties solely or in part, and each full-time employee who is assigned both classroom instructional duties and nonclassroom related duties (e.g., administrative duties, extracurricular instructional or supervisory duties, etc.) pursuant to his/her basic contract, shall be counted as a fractional full-time equivalent classroom teacher based upon the percentage of time he or she performs duties equivalent to the duties performed by a full-time employee who is assigned solely classroom instructional duties and related duties (e.g., planning periods, parent/teacher conferences, before and after school supervision of students, etc.) pursuant to his/her basic contract.

(4) Computation of annual average classroom contact hour requirement. A school district's compliance with the average annual contact requirement shall be based upon teachers' normally assigned weekly instructional schedules, as assigned by the district administration. Additional recordkeeping by classroom teachers as a means of accounting for contact hours shall not be required.

(a) For each teacher, count the actual number of minutes during the school week when the teacher has regularly scheduled responsibilities for the instruction of students. Teacher instructional contact time for the purposes of this requirement shall be that time between the start of the first regularly scheduled class and the end of the last regularly scheduled class including actual minutes scheduled in all regular classes, laboratories, study halls and the supervision of extended classrooms, work experience, outdoor education and other such programs.

(b) Time spent for lunch intermissions, class changes, recesses, planning/preparation, staff meetings, home visits, conferences, supervision of students in noninstructional activities (lunch duty, playground duty, hall duty, sports programs, student clubs and other activities not requiring student attendance or required for credit), and for specialist teachers (librarian, subject-matter specialist) when the teacher is free from instructional purposes (i.e., released from classroom responsibilities) shall not be countable time for the purpose of computing the

teacher's instructional contact. This time is considered valuable and is covered under (e) of this subsection.

(c) The number of average annual full time equivalent classroom teachers employed by a school district and computed pursuant to subsection (3) of this section shall be divided into the total number of actual contact minutes within a normally scheduled instructional week, pursuant to (a) and (b) of this subsection, that such average annual full time equivalent classroom teachers are scheduled to be in contact with and instructing students in a classroom (including those hours which would have been accrued but for the implementation of WAC 180-16-215(4) relating to students graduating from high school.

(d) The quotient received by dividing the total number of actual contact minutes per week, for all average annual full time equivalent classroom teachers in the school district by the number of average annual full time equivalent classroom teachers shall be called the net average contact minutes per week for the average annual full time equivalent certificated classroom teacher in the school district.

(e) At the discretion of each school district board of directors, up to two hundred minutes per average annual full time equivalent classroom teachers for every five school days scheduled for the regular instructional year may be added to the net average contact minutes per week to accommodate for time spent in authorized parent-guardian/teacher conferences, recess, passing time between classes and informal instructional activity.

(f) The quotient received by dividing the net average contact minutes, per week, including up to two hundred minutes to accommodate for time spent in authorized parent-guardian/teacher conferences, recess, passing time between classes and informal instructional activity, by sixty shall be the school district's *average annual direct classroom contact hours* per week for the average annual full time equivalent certificated classroom teacher in the school district.

(g) The average annual classroom contact hours per week shall not be less than twenty-five hours per week. [Statutory Authority: RCW 28A.58.754(6). 84-11-043 (Order 2-84), § 180-16-205, filed 5/17/84. Statutory Authority: RCW 28A.01.010, 28A.04.120, 28A.41.130, 28A.41.140, 28A.58.754, 28A.58.758, and 1979 ex.s. c 250. 79-10-033 (Order 10-79), § 180-16-205, filed 9/12/79. Statutory Authority: RCW 28A.41.130 and 28A.58.754. 78-06-097 (Order 3-78), § 180-16-205, filed 6/5/78.]

WAC 180-16-210 Kindergarten through grade three students to classroom teacher ratio requirement. The ratio of the FTE students enrolled in a school district in kindergarten through grade three to kindergarten through grade three FTE classroom teachers shall not be greater than the ratio of the FTE students to FTE classroom teachers in grades four through twelve. For the purpose of this section "classroom teacher" shall mean any instructional employee who possesses a valid teaching certificate or permit issued by the superintendent of public instruction, but not necessarily employed as a

certificated employee, and whose "primary" duty is the daily educational instruction of students.

(1) **Computation of ratios.** The FTE student to FTE classroom teacher ratios shall be computed as follows:

(a) For the purpose of this section exclude that portion of the time teachers and students participate in vocationally approved programs, traffic safety and special education programs from the above computations (i.e., programs hereby deemed to be "special programs").

(b) Exclude preparation and planning times from the computations for all FTE classroom teachers.

(c) Include in the above computations only the time certificated employees are actually instructing students on a regularly scheduled basis.

(d) Calculations:

(i) The kindergarten FTE October enrollment plus the October FTE enrollment in grades 1-3 divided by the FTE classroom teachers whose "primary" duty is the daily instruction of pupils in grades K through 3.

(ii) The October FTE enrollment in grades 4 and above divided by the FTE classroom teachers whose "primary" duty is the daily instruction of pupils in grades 4 and above.

(2) **Exemptions.** School districts that have a ratio of kindergarten through grade three FTE students to FTE classroom teachers of twenty-five to one or less, nonhigh school districts, and school districts that have a student enrollment of two hundred fifty or less in grades nine through twelve are exempt from the FTE students to FTE classroom teachers ratio requirement of this subsection. [Statutory Authority: RCW 28A.58.754(6), 84-11-043 (Order 2-84), § 180-16-210, filed 5/17/84. Statutory Authority: RCW 28A.01.010, 28A.04.120, 28A.41.130, 28A.41.140, 28A.58.754, 28A.58.758, and 1979 ex.s. c 250, 79-10-033 (Order 10-79), § 180-16-210, filed 9/12/79. Statutory Authority: RCW 28A.41.130 and 28A.58.754, 78-06-097 (Order 3-78), § 180-16-210, filed 6/5/78.]

WAC 180-16-220 Supplemental program and basic education allocation entitlement requirements. The following requirements, while not imposed by the "Basic Education Act of 1977," are hereby established by the state board of education as related supplemental conditions to a school district's entitlement to state basic education allocation funds.

(1) **Student to certificated staff ratio requirement.** The ratio of students enrolled in a school district to full-time equivalent certificated employees shall not exceed twenty-three to one: *Provided*, That nonhigh school districts or school districts that have a student enrollment of two hundred fifty or less in grades nine through twelve may, as an alternative to the foregoing requirement, have a ratio of students to full-time equivalent certificated classroom teachers of twenty-six to one or less. For the purpose of this subsection, "certificated employees" shall mean those employees who are required by state statute or by rule of the state board of education, or by written policy of the school district to possess a professional education permit, certificate or

credential issued by the superintendent of public instruction, as a condition to employment and "classroom teacher" shall be defined as in WAC 180-16-210 and the students to classroom teachers ratio shall be computed in accordance with WAC 180-16-210(1).

(2) **Current and valid certificates.** Every school district employee required by state statute and/or rule of the state board of education to possess a professional education permit, certificate, or credential issued by the superintendent of public instruction for his/her position of employment, shall have a current and valid permit, certificate or credential.

(3) **Student learning objectives.** Each school district shall have implemented a program of student learning objectives in the areas of language arts, reading, mathematics, social studies, and physical education for grades kindergarten through twelve. On or before September 1, 1988, school districts shall have initiated implementation of the student learning objectives in all other course(s)/subject(s) taught in the K-12 common schools.

(a) Each school district must evidence community participation in defining the objectives of such a program.

(b) The student learning objectives of such program shall be measurable as to the actual student attainment. Student attainment shall be locally assessed annually.

(c) The student learning objectives program shall be reviewed at least every two years by the school district and give specific attention to improving the depth of course content within courses and in coordinating the sequence in which subject matter is presented.

(4) **Other program requirements self evaluation.** Each school district shall adopt a procedure to ensure awareness of and compliance with other program requirements, including provisions set forth in WAC 180-16-240. [Statutory Authority: RCW 28A.58.754(6), 84-11-043 (Order 2-84), § 180-16-220, filed 5/17/84. Statutory Authority: 28A.04.120(4), 81-08-026 (Order 1-81), § 180-16-220, filed 3/26/81. Statutory Authority: RCW 28A.04.120, 80-06-093 (Order 7-80), § 180-16-220, filed 5/29/80. Statutory Authority: RCW 28A.01.010, 28A.04.120, 28A.41.130, 28A.41.140, 28A.58.754, 28A.58.758, and 1979 ex.s. c 250, 79-10-033 (Order 10-79), § 180-16-220, filed 9/12/79. Statutory Authority: RCW 28A.41.130 and 28A.58.754, 78-06-097 (Order 3-78), § 180-16-220, filed 6/5/78.]

WAC 180-16-225 Waiver--Substantial lack of classroom space--Grounds and procedure. (1) **Grounds.** The state board of education may waive one or more of the basic education allocation entitlement requirements set forth in WAC 180-16-200 through 180-16-220(1) only if a school district's failure to comply with such requirement(s) is found by the state board to be caused by substantial lack of classroom space.

As a condition to a waiver based on substantial lack of classroom space the state board will consider and a school district must demonstrate at least that the facilities of the school district do not contain enough classroom space or other space that can reasonably be converted into classroom space, and that necessary

classroom space may not reasonably be acquired by lease or rental, to enable the district to comply with the referenced entitlement requirements.

(2) **Waiver procedure.** In order to secure a waiver pursuant to subsection (1) of this section a school district must submit a petition together with a detailed explanation and documentation in support of its request not later than thirty days prior to either:

(a) The state board of education meeting immediately preceding commencement of the school year; or

(b) The March (or such other meeting as the state board shall have established) meeting of the board at which the board will consider certifications of compliance and noncompliance with these entitlement requirements.

A school district that can reasonably foresee an inability to comply with entitlement requirements by reason of substantial lack of classroom space should petition for a waiver as early as the state board meeting immediately preceding commencement of the school year in order to allow for the possibility that the request may be denied.

(3) **Nonwaiverable requirements.** The certification and the student learning objectives requirements set forth in WAC 180-16-220 (2) and (3) may not be waived for any reason. [Statutory Authority: RCW 28A.58.754(6). 84-11-043 (Order 2-84), § 180-16-225, filed 5/17/84. Statutory Authority: RCW 28A.04.120. 83-13-002 (Order 3-83), § 180-16-225, filed 6/2/83; 80-06-093 (Order 7-80), § 180-16-225, filed 5/29/80. Statutory Authority: RCW 28A.41.130 and 28A.58.754. 78-06-097 (Order 3-78), § 180-16-225, filed 6/5/78.]

WAC 180-16-240 Compliance with other program requirements. (1) Each school district superintendent shall file each year a statement that, pursuant to WAC 180-16-220(4), the school district has adopted a procedure ensuring awareness of and compliance with other statutory requirements as specified in subsection (2) of this section. Such statement shall be included as Part II of the annual basic education allocation entitlement program data report(s) required by WAC 180-16-195 and shall be submitted at the same time this annual report is submitted. Deviation from these requirements shall not result in the withholding of any of a district's basic education allocation funds. The deviations shall be made available to the public separately or as a portion of the annual district guide published pursuant to RCW 28A.58.758(3) and this section.

(2) Other program requirements are as follows:

(a) Appropriate measures are taken to safeguard all student and school district permanent records against loss or damage. See, e.g., RCW 40.14.070 regarding the preservation and destruction of local government agency records.

(b) Provision is made for the supervision of instructional practices and procedures.

(c) Current basic instructional materials are available for required courses of study.

(d) A program of guidance, counseling and testing services is maintained for students in all grades offered by that school district.

(e) A learning resources program is maintained pursuant to chapter 180-46 WAC and WAC 392-190-055, each as now or hereafter amended.

(f) The physical facilities of each district are adequate and appropriate for the educational program offered.

(g) There is adequate provision for the health and safety of all pupils within the custody of the school district. See, e.g., RCW 28A.04.120(11) regarding emergency exit instruction and drills and the rules or guidelines implementing the statute; the building code requirements of chapter 19.27 RCW and local building and fire code requirements; chapter 70.100 RCW regarding eye protection and the rules or guidelines implementing the chapter; RCW 28A.31.010 regarding contagious diseases and the rules, chapters 248-100 and 248-101 WAC, implementing the statute; RCW 43.20-.050 regarding environmental conditions in schools and the rules, chapter 248-64 WAC, implementing the statute; and local health codes.

(h) A current policy statement pertaining to the administration and operation of the school district is available in each district's administrative office including, but not limited to, policies governing the school building and classroom visitation rights of nonstudents.

(i) Chapters 49.60 and 28A.85 RCW are complied with. These statutes prohibit unequal treatment of students on the basis of race, sex, creed, color, and national origin in activities supported by common schools.

(j) A descriptive guide to the district's common schools is published annually by the school district's board of directors, pursuant to RCW 28A.58.758(3), and is made available at each school in the district for examination by the public.

(k) Within each school, the school principal has determined that appropriate student discipline is established and enforced. The school principal has conferred with the certificated employees in the school building in order to develop and/or review building disciplinary standards and the uniform enforcement of those standards, pursuant to RCW 28A.58.201.

(l) Written high school graduation requirements and rules have been adopted by the school district board of directors in accordance with chapter 180-56 WAC. [Statutory Authority: RCW 28A.58.754(6). 84-11-043 (Order 2-84), § 180-16-240, filed 5/17/84. Statutory Authority: RCW 28A.01.010, 28A.04.120, 28A.41.130, 28A.41.140, 28A.58.754, 28A.58.758, and 1979 ex.s. c 250. 79-10-033 (Order 10-79), § 180-16-240, filed 9/12/79. Statutory Authority: RCW 28A.58.750. 79-02-048 (Order 1-79), § 180-16-240, filed 1/30/79. Statutory Authority: RCW 28A.41.130 and 28A.58.754. 78-06-097 (Order 3-78), § 180-16-240, filed 6/5/78.]

Chapter 180-22 WAC
EDUCATIONAL SERVICE DISTRICTS

WAC

180-22-100	Authority.
180-22-105	Purpose.
180-22-140	Territorial organization of educational service districts.
180-22-150	Educational service districts—Criteria for organization.
180-22-200	Repealed.
180-22-250	Repealed.
180-22-255	Repealed.
180-22-260	Repealed.
180-22-265	Repealed.
180-22-270	Repealed.
180-22-275	Repealed.
180-22-280	Repealed.
180-22-285	Repealed.
180-22-290	Repealed.
180-22-295	Repealed.

DISPOSITION OF SECTIONS FORMERLY CODIFIED IN THIS CHAPTER

180-22-200	Educational service districts—Qualifications of superintendents. [Permanent and Emergency Order 12-77, § 180-22-200, filed 8/30/77, effective 8/30/77; Order 4-77, § 180-22-200, filed 6/2/77.] Repealed by 84-21-001 (Order 9-84), filed 10/4/84. Statutory Authority: RCW 28A.21.020.
180-22-250	Board of directors—Election of members. [Order 16-77, § 180-22-250, filed 12/13/77; Permanent and Emergency Order 12-77, § 180-22-250, filed 8/30/77, effective 8/30/77.] Repealed by 84-11-044 (Order 3-84), filed 5/17/84. Statutory Authority: RCW 28A.21.020.
180-22-255	Eligibility—Declaration of candidacy—Withdrawal—Lapse of election. [Statutory Authority: Chapter 28A.21 RCW and 1980 c 179. 81-01-022 (Order 13-80), § 180-22-255, filed 12/8/80; Order 16-77, § 180-22-255, filed 12/13/77; Permanent and Emergency Order 12-77, § 180-22-255, filed 8/30/77, effective 8/30/77.] Repealed by 84-11-044 (Order 3-84), filed 5/17/84. Statutory Authority: RCW 28A.21.020.
180-22-260	Biographical data—Limitation. [Order 16-77, § 180-22-260, filed 12/13/77; Permanent and Emergency Order 12-77, § 180-22-260, filed 8/30/77, effective 8/30/77.] Repealed by 84-11-044 (Order 3-84), filed 5/17/84. Statutory Authority: RCW 28A.21.020.
180-22-265	Ballots. [Order 16-77, § 180-22-265, filed 12/13/77; Permanent and Emergency Order 12-77, § 180-22-265, filed 8/30/77, effective 8/30/77.] Repealed by 84-11-044 (Order 3-84), filed 5/17/84. Statutory Authority: RCW 28A.21.020.
180-22-270	Voting. [Statutory Authority: Chapter 28A.21 RCW and 1980 c 179. 81-01-022 (Order 13-80), § 180-22-270, filed 12/8/80; Order 16-77, § 180-22-270, filed 12/13/77; Permanent and Emergency Order 12-77, § 180-22-270, filed 8/30/77, effective 8/30/77.] Repealed by 84-11-044 (Order 3-84), filed 5/17/84. Statutory Authority: RCW 28A.21.020.
180-22-275	Publicity. [Order 16-77, § 180-22-275, filed 12/13/77; Permanent and Emergency Order 12-77, § 180-22-275, filed 8/30/77, effective 8/30/77.] Repealed by 84-11-044 (Order 3-84), filed 5/17/84. Statutory Authority: RCW 28A.21.020.
180-22-280	Postage. [Statutory Authority: Chapter 28A.21 RCW and 1980 c 179. 81-01-022 (Order 13-80), § 180-22-280, filed 12/8/80; Permanent and Emergency Order 12-77, § 180-22-280, filed 8/30/77, effective 8/30/77.] Repealed by 84-11-044 (Order 3-84),

	filed 5/17/84. Statutory Authority: RCW 28A.21.020.
180-22-285	Recount of votes cast—Automatic—By request—Certification. [Permanent and Emergency Order 12-77, § 180-22-285, filed 8/30/77, effective 8/30/77.] Repealed by 84-11-044 (Order 3-84), filed 5/17/84. Statutory Authority: RCW 28A.21.020.
180-22-290	Composition of election board. [Permanent and Emergency Order 12-77, § 180-22-290, filed 8/30/77, effective 8/30/77.] Repealed by 84-11-044 (Order 3-84), filed 5/17/84. Statutory Authority: RCW 28A.21.020.
180-22-295	Contest of elections. [Permanent and Emergency Order 12-77, § 180-22-295, filed 8/30/77, effective 8/30/77.] Repealed by 84-11-044 (Order 3-84), filed 5/17/84. Statutory Authority: RCW 28A.21.020.

WAC 180-22-100 Authority. The authority for this chapter is RCW 28A.21.020 which authorizes the state board of education to make changes in the number and boundaries of educational service districts. [Statutory Authority: RCW 28A.21.020. 84-21-001 (Order 9-84), § 180-22-100, filed 10/4/84.]

WAC 180-22-105 Purpose. The purpose of this chapter is to establish policies and procedures for changes in the number and boundaries of educational service districts. [Statutory Authority: RCW 28A.21.020. 84-21-001 (Order 9-84), § 180-22-105, filed 10/4/84.]

WAC 180-22-140 Territorial organization of educational service districts. It shall be the purpose of the state-wide territorial organization of educational service districts to more readily and efficiently adapt to the changing economic pattern and educational program in the state so that the children of the state will be provided more equal educational opportunity. [Statutory Authority: RCW 28A.21.020. 84-21-001 (Order 9-84), § 180-22-140, filed 10/4/84.]

WAC 180-22-150 Educational service districts—Criteria for organization. The establishment of educational service districts shall be in accordance with the criteria hereinafter set forth. In making a determination of the boundaries of an educational service district, reasonable weight shall be given to each criterion individually and to all criteria collectively. Failure to meet any single criterion shall not necessarily prohibit the establishment of an educational service district if in the judgment of the state board of education the establishment of the educational service district is warranted by a collective consideration of all the criteria.

(1) Program and staff. An educational service district shall have the ability to support an administrative unit of sufficient staff to provide a program of educational services including but not limited to leadership and consultant services in administration and finance, in-service education programs for teachers and administrators, special services for the handicapped and educationally talented, planning of school facilities, counseling and guidance, instructional materials, and development of projects and proposals under various federal acts.

(2) Size. An educational service district should have no more than a maximum area of 7,500 square miles, nor should an intermediate district have less than a minimum area of 1,700 square miles.

(3) School enrollment. An educational service district shall have a potential of 15,000 students within the clearly foreseeable future.

(4) Topography and climate. In establishing the boundaries of an educational service district, consideration shall be given to topography and climate as these factors may affect the educational services to be provided and the economic efficiency of the program. [Statutory Authority: RCW 28A.21.020. 84-21-001 (Order 9-84), § 180-22-150, filed 10/4/84; Order 4-77, § 180-22-150, filed 6/2/77; Order 3-69, § 180-22-150, filed 6/27/69; Emergency Order 1-69, filed 5/1/69.]

WAC 180-22-200 Repealed. See Disposition Table at beginning of this chapter.

WAC 180-22-250 Repealed. See Disposition Table at beginning of this chapter.

WAC 180-22-255 Repealed. See Disposition Table at beginning of this chapter.

WAC 180-22-260 Repealed. See Disposition Table at beginning of this chapter.

WAC 180-22-265 Repealed. See Disposition Table at beginning of this chapter.

WAC 180-22-270 Repealed. See Disposition Table at beginning of this chapter.

WAC 180-22-275 Repealed. See Disposition Table at beginning of this chapter.

WAC 180-22-280 Repealed. See Disposition Table at beginning of this chapter.

WAC 180-22-285 Repealed. See Disposition Table at beginning of this chapter.

WAC 180-22-290 Repealed. See Disposition Table at beginning of this chapter.

WAC 180-22-295 Repealed. See Disposition Table at beginning of this chapter.

Chapter 180-23 WAC

EDUCATIONAL SERVICE DISTRICTS--ELECTION OF BOARD MEMBERS

WAC

180-23-037	Authority.
180-23-040	Purpose.
180-23-043	Election officer.
180-23-047	Biennial elections.

180-23-050	Information necessary for the conduct of elections—Responsibility of school officials.
180-23-055	Publicity.
180-23-058	Tentative certification of electors.
180-23-060	Call of election.
180-23-065	Candidates—Eligibility—Filing.
180-23-070	Declaration and affidavit of candidacy form.
180-23-075	Biographical data form.
180-23-077	Withdrawal of candidacy.
180-23-078	Certification of electors.
180-23-080	Ballots—Contents.
180-23-085	Ballots and envelopes—Mailing to voters.
180-23-090	Voting—Marking and return of ballots.
180-23-095	Election board—Appointment and composition.
180-23-100	Receipt of ballots and count of votes.
180-23-105	Ineligible votes.
180-23-110	Recount of votes cast—Automatic—By request.
180-23-115	Certification of election.
180-23-120	Special elections.

WAC 180-23-037 Authority. The authority for this chapter is RCW 28A.21.031 which authorizes the state board of education to adopt rules and regulations for the conduct of election for members of boards of educational service districts. [Statutory Authority: RCW 28A.21.031. 84-11-045 (Order 4-84), § 180-23-037, filed 5/17/84.]

WAC 180-23-040 Purpose. The purpose of this chapter is to establish policies and procedures related to the conduct of elections by the secretary to the state board of education for members of boards of educational service districts. [Statutory Authority: RCW 28A.21.031. 84-11-045 (Order 4-84), § 180-23-040, filed 5/17/84.]

WAC 180-23-043 Election officer. In accordance with RCW 28A.21.033, the secretary to the state board of education shall serve as the election officer for the coordination and conduct of the election of members of boards of educational service districts. [Statutory Authority: RCW 28A.21.031. 84-11-045 (Order 4-84), § 180-23-043, filed 5/17/84.]

WAC 180-23-047 Biennial elections. Elections for members of boards of educational service districts shall be conducted biennially in odd-numbered years. All dates noted within this chapter shall apply to elections in such years. [Statutory Authority: RCW 28A.21.031. 84-11-045 (Order 4-84), § 180-23-047, filed 5/17/84.]

WAC 180-23-050 Information necessary for the conduct of elections—Responsibility of school officials. It shall be the responsibility of the educational service districts to assure that the secretary to the state board of education is provided current and correct information necessary to the conduct of the elections provided for in this chapter. Forms published by the secretary to the state board of education for the purpose of providing the following essential information shall be obtained, completed and submitted on a current basis:

(1) The name, legal residence, mailing address and board-member district number of persons serving on the educational service district board of directors; and

(2) The position numbers for which appointments have been made to fill unexpired terms. [Statutory Authority: RCW 28A.21.031. 84-11-045 (Order 4-84), § 180-23-050, filed 5/17/84.]

WAC 180-23-055 Publicity. The secretary to the state board of education shall biennially provide reasonable public information concerning the election of educational service district board members through press and publication releases beginning in May of the year the elections are to be called. [Statutory Authority: RCW 28A.21.031. 84-11-045 (Order 4-84), § 180-23-055, filed 5/17/84.]

WAC 180-23-058 Tentative certification of electors. On August twenty-first of the year of election or, if such date is a Saturday, Sunday, or holiday, the state working day immediately preceding such date, the secretary to the state board of education shall certify a tentative list of electors consisting of all persons eligible to vote if the election were held on that date. [Statutory Authority: RCW 28A.21.031. 84-11-045 (Order 4-84), § 180-23-058, filed 5/17/84.]

WAC 180-23-060 Call of election. On August twenty-five, or if such date is a Saturday, Sunday or holiday, the state working day immediately preceding such date, the secretary to the state board of education shall give written notice of an election to be held in each educational service district within which resides a member of the board of the educational service district whose term of office expires on the second Monday of January next following, and shall give written notice thereof to each member of the board of directors of each school district in such educational service district. Notice shall be accomplished by mailing the call of election notice, declaration of candidacy, biographical data form, tentative certification of electors, calendar and rules and regulation established by the state board of education for the conduct of the election to each member of a public school district board of directors. [Statutory Authority: RCW 28A.21.031. 84-11-045 (Order 4-84), § 180-23-060, filed 5/17/84.]

WAC 180-23-065 Candidates--Eligibility--Filing.

(1) Eligibility. A person is eligible to be a candidate for membership on an educational service district board if he or she is a registered voter and a resident of the board-member district for which the candidate files. Restriction on other service pursuant to RCW 28A.21.0306.

(2) Forms for filing. A person who desires to file for candidacy shall complete:

(a) A declaration of candidacy and affidavit form provided for in WAC 180-23-070; and

(b) The biographical form required by WAC 180-23-075: *Provided*, That a declarant may elect not to submit biographical data.

(3) Filing period. The filing period for candidates for any position on an educational service district board is from September first through September sixteenth. Any

declaration of candidacy that is not received by the secretary to the state board of education on or before 5:00 p.m. September sixteenth shall not be accepted and such a declarant shall not be a candidate: *Provided*, That any declaration that is postmarked on or before midnight September sixteenth and received by mail prior to the printing of ballots shall be accepted: *Provided further*, That any declaration received pursuant to the United States mail on or before 5:00 p.m. September twenty-first that is not postmarked or legibly postmarked shall also be accepted. [Statutory Authority: RCW 28A.21.031. 84-11-045 (Order 4-84), § 180-23-065, filed 5/17/84.]

WAC 180-23-070 Declaration and affidavit of candidacy form. The declaration and affidavit of candidacy which each candidate is required to substantially complete and to file as a condition to having his or her name placed on an official ballot shall be as follows:

I, _____, solemnly swear (or affirm): That I reside within the boundary of Educational Service District No. _____, within the boundary of board-member district No. _____, and am a registered voter of the same board-member district; That I am aware that, if elected, I cannot concurrently serve as a member of an educational service district board, and as an employee of a school district or a member of a board of directors of a common school district or a member of the state board of education; and That I hereby declare myself a candidate for membership on Educational Service District No. _____ Board of Directors for a term of four years beginning the second Monday in January, 19..., subject to the election to be held pursuant to law and I request that my name be listed on the ballot therefor.

Further, I solemnly swear (or affirm) that I will support the Constitution and laws of the United States and the Constitution and laws of the state of Washington.

(Signed)

Address:

SUBSCRIBED and sworn (or affirmed) to before me this _____ day of _____, 19 _____ .

NOTARY PUBLIC in and for
the state of Washington,
residing at

[Statutory Authority: RCW 28A.21.031. 84-21-002 (Order 10-84), § 180-23-070, filed 10/4/84; 84-11-045 (Order 4-84), § 180-23-070, filed 5/17/84.]

WAC 180-23-075 Biographical data form. The secretary to the state board of education shall provide a biographical data form not exceeding two letter size typewritten pages in length which each candidate may complete. Completed forms submitted to the secretary to the state board of education by a candidate must be

camera ready. Biographical data forms shall be reproduced as submitted and distributed by the secretary to the state board of education with the ballots to each voter. [Statutory Authority: RCW 28A.21.031. 84-11-045 (Order 4-84), § 180-23-075, filed 5/17/84.]

WAC 180-23-077 Withdrawal of candidacy. Any candidate may withdraw his or her declaration of candidacy by delivering a written, signed and notarized statement of withdrawal to the secretary to the state board of education on or before 5:00 p.m. September twenty-first. A candidate's failure to withdraw as prescribed above shall result in the inclusion of the candidate's name on the appropriate election ballot.

A board-member district position shall be stricken from the ballot if no candidate files for the position within the timelines specified in WAC 180-23-065.

Board-member district positions which become vacant after the call of election specified in WAC 180-23-060 shall be filled by appointment by the educational service district pursuant to RCW 28A.21.0305 and the appointee shall serve until his or her successor has been elected at the next election called by the secretary to the state board of education. [Statutory Authority: RCW 28A.21.031. 84-11-045 (Order 4-84), § 180-23-077, filed 5/17/84.]

WAC 180-23-078 Certification of electors. The list of eligible voters shall remain open for changes and deletions until 5:00 p.m. September 26 or, in the event such date is a Saturday, Sunday, or holiday, until 5:00 p.m. the working day immediately following such date. The secretary to the state board of education as soon thereafter as is practical shall certify the list of electors. [Statutory Authority: RCW 28A.21.031. 84-11-045 (Order 4-84), § 180-23-078, filed 5/17/84.]

WAC 180-23-080 Ballots--Contents. Ballots shall be prepared by the secretary to the state board of education. The ballot for each position subject to election pursuant to this chapter shall contain the names of each candidate eligible for the particular position. There shall be a separate listing of the candidates for each board-member district open in the particular educational service district. The secretary to the state board of education shall develop voting instructions which shall accompany the ballots. [Statutory Authority: RCW 28A.21.031. 84-11-045 (Order 4-84), § 180-23-080, filed 5/17/84.]

WAC 180-23-085 Ballots and envelopes--Mailing to voters. (1) On or before October first ballots shall be mailed to voters together with two envelopes to be used for voting. The outer and larger envelope (i.e., official ballot envelope) shall:

- (a) Be labeled "official ballot";
- (b) Be preaddressed with the "secretary to the state board of education" as addressee;
- (c) Have provision for prepaid postage; and
- (d) Have provision for the identification of the voter, mailing address, his or her school district and his or her educational service district.

The inner and smaller envelope shall be unlabeled and unmarked.

(2) One ballot and two envelopes to be used for voting purposes, any candidates' biographical data and pertinent instructions for voting purposes shall be mailed to each member of a public school district board of directors. [Statutory Authority: RCW 28A.21.031. 84-11-045 (Order 4-84), § 180-23-085, filed 5/17/84.]

WAC 180-23-090 Voting--Marking and return of ballots. (1) The election shall be conducted in strict accordance with the requirements of RCW 28A.21.033.

(2) Marking of ballots. Each member of a public school district board of directors may vote for one of the candidates in each board-member district named on his or her ballot by placing an "X" or other mark in the space provided next to the name of a candidate.

(3) Return of ballots. Each member of a public school district board of directors shall complete voting by:

- (a) Placing his or her marked official ballot in the smaller, unmarked envelope and sealing the same;
- (b) Placing the smaller envelope containing the ballot in the larger preaddressed envelope marked "official ballot" and sealing the same;
- (c) If not already designated, completing the following information on the face of the official ballot envelope: Name, mailing address, identification of school district and educational service district.

(d) Placing the official ballot envelope in the United States mail to the secretary to the state board of education. [Statutory Authority: RCW 28A.21.031. 84-11-045 (Order 4-84), § 180-23-090, filed 5/17/84.]

WAC 180-23-095 Election board--Appointment and composition. The state board of education shall biennially appoint a three member election board and at least one alternate who shall serve thereon in the absence of a regular member of the election board. Votes cast at elections, conducted pursuant to this chapter shall be counted by the secretary to the state board of education or his or her designee and the election board. [Statutory Authority: RCW 28A.21.031. 84-11-045 (Order 4-84), § 180-23-095, filed 5/17/84.]

WAC 180-23-100 Receipt of ballots and count of votes. (1) As official ballot envelopes are received by the secretary to the state board of education, a preliminary determination shall be made as to the eligibility of the voter, and a record shall be made on a list of eligible voters that the voter has voted. Official ballot envelopes not submitted in compliance with this chapter and other envelopes containing ballots shall be set aside for a final review and acceptance or rejection by the election board.

(2) The election board shall convene for the purpose of counting votes on October twenty-fifth or if such date is a Saturday, Sunday, or holiday, the state working day immediately preceding such date at a date, time and place designated by the secretary to the state board of education. Official ballot envelopes that are accepted by the election board shall be opened, and the inner envelopes containing ballots shall be removed and placed

aside, still sealed. The inner envelopes shall then be opened and the votes counted by the election board.

(3) No record shall be made or maintained of the candidate for which any voter cast his or her vote. [Statutory Authority: RCW 28A.21.031. 84-11-045 (Order 4-84), § 180-23-100, filed 5/17/84.]

WAC 180-23-105 Ineligible votes. The following ballots and votes shall be declared void and shall not be accepted:

- (1) Votes for write-in candidates;
- (2) Votes cast on other than an official ballot provided pursuant to this chapter;
- (3) Ballots which contain a vote for more than one candidate in board-member district;
- (4) Ballots contained in other than an official ballot envelope provided pursuant to this chapter;
- (5) Ballots contained in an official ballot envelope upon which the voter's name is not designated;
- (6) Ballots received after 5:00 p.m. October sixteenth: *Provided*, That any ballot that is postmarked on or before midnight October sixteenth and received prior to the initial counting of votes by the election board shall be accepted: *Provided further*, That any ballot received pursuant to the United States mail on or before 5:00 p.m. on October twenty-first that is not postmarked or legibly postmarked shall also be accepted; and

(7) Such other ballots or votes as the election board shall determine to be unidentifiable or unlawful. [Statutory Authority: RCW 28A.21.031. 84-11-045 (Order 4-84), § 180-23-105, filed 5/17/84.]

WAC 180-23-110 Recount of votes cast--Automatic--By request. (1) Automatic. A recount of votes cast shall be automatic if the electoral vote difference between any two candidates for the same position is one vote or less than one percent of electoral votes on a single ballot cast for the position, whichever is greater.

(2) Upon request. A recount of votes cast shall be afforded any candidate as a matter of right: *Provided*, That the request shall be made in writing and received by the secretary to the state board of education within seven calendar days after the date upon which the votes were counted by the election board. [Statutory Authority: RCW 28A.21.031. 84-11-045 (Order 4-84), § 180-23-110, filed 5/17/84.]

WAC 180-23-115 Certification of election. Within ten calendar days after the date upon which the votes were counted, but no sooner than eight calendar days after the votes were counted by the election board, the secretary to the state board of education shall officially certify to the county auditor of the headquarters county of the educational service district the name or names of candidates elected to membership on the educational service district board of directors. [Statutory Authority: RCW 28A.21.031. 84-11-045 (Order 4-84), § 180-23-115, filed 5/17/84.]

WAC 180-23-120 Special elections. If no candidate receives a majority of the votes cast, a second election

provided for in RCW 28A.21.033 shall be conducted in accordance with the pertinent procedural and substantive provisions of this chapter, including the time schedules governing the conduct of elections, as modified by the secretary to the state board of education to accommodate the special nature of the election and special statutory dates and requirements. [Statutory Authority: RCW 28A.21.031. 84-11-045 (Order 4-84), § 180-23-120, filed 5/17/84.]

Chapter 180-25 WAC

STATE ASSISTANCE IN PROVIDING SCHOOL PLANT FACILITIES--PRELIMINARY PROVISIONS

WAC

180-25-010	Purpose.
180-25-025	State study and survey--Content.
180-25-030	State study and survey--Local involvement.
180-25-035	State study and survey--State board of education review.
180-25-037	Out of date state study and survey.
180-25-040	State study and survey--State board of education approval or denial.
180-25-045	Approval criteria for state assistance.
180-25-055	Conditions applicable to district's authority to proceed.
180-25-200	Forms.

WAC 180-25-010 Purpose. The purpose of this chapter is to set forth provisions applicable to a district's official application for state assistance, including conditions preceding, in the construction of school facilities. [Statutory Authority: RCW 28A.47.830. 85-24-047 (Order 24-85), § 180-25-010, filed 11/27/85; 83-21-064 (Order 9-83), § 180-25-010, filed 10/17/83.]

WAC 180-25-025 State study and survey--Content. The study and survey to be conducted by the superintendent of public instruction with the cooperation of the local school district shall include the following:

(1) An inventory and area analysis of existing school facilities within the district and the physical condition of such facilities;

(2) A long-range (i.e., minimum of six years) educational and facilities plan setting forth the projected facility needs and priorities of the district based on the educational plan;

(3) Demographic data including population projections and projected economic growth and development;

(4) The ability of such district to provide capital funds by local effort;

(5) The existence of a school housing emergency;

(6) The need to improve racial balance and/or to avoid creation or aggravation of racial imbalance;

(7) The type and extent of the school facilities required and the urgency of need for such facilities;

(8) The need to modernize and/or replace school facilities in order to meet current educational needs and the current state building code;

(9) A determination from data as to whether the district is eligible to receive funds from the state board of

education for the construction and/or modernization of its school facilities;

(10) A determination of the amount of space and the estimated state financial assistance the district is eligible to receive;

(11) A determination of the district's time line for completion of the school facilities project;

(12) An inventory of accessible unused or underutilized school facilities in neighboring school districts and the physical condition of such school facilities;

(13) The need for adjustments of school attendance areas among or within such districts; and

(14) Such other matters as the superintendent of public instruction deems pertinent to a decision by the state board of education in the allocation of funds for school facilities. Cooperation by the applicant school district in conducting the study and survey is a requisite for the superintendent of public instruction to complete the study and survey and to establish the eligibility of the district for state assistance in school facility construction. [Statutory Authority: RCW 28A.47.830. 85-24-047 (Order 24-85), § 180-25-025, filed 11/27/85; 83-21-064 (Order 9-83), § 180-25-025, filed 10/17/83.]

WAC 180-25-030 State study and survey--Local involvement. When in the judgment of the superintendent of public instruction information is not readily available to complete the state study and survey or the superintendent of public instruction determines that an existing study and survey, although completed within the previous six years, is out of date, the superintendent of public instruction shall request the state board of education to approve a district's request for state assistance to offset all or a portion of the cost of acquiring such information. If the state board of education concurs that such information is incomplete or the state study and survey is out of date, the state board of education shall approve such request unless the state board of education determines there is no possibility that the district will be eligible for state assistance within the next six years. Such assistance shall be based on a variable flat grant for each enrollment category plus a variable per-pupil allocation based on the district's headcount enrollment (kindergarten students counted one-half) as reported annually on the first day of October and in accordance with the following schedule:

Headcount Enrollment Categories

- 1 to 500—Minimum grant plus per-pupil allocation
- 501 to 3,000—Minimum grant plus per-pupil allocation
- 3,001 to 10,000—Minimum grant plus per-pupil allocation
- Above 10,000—Minimum grant plus per-pupil allocation

The dollar amount for the minimum grants and the per-pupil allocations for these categories shall be established annually by the state board of education. [Statutory Authority: RCW 28A.47.830. 85-24-047 (Order 24-85), § 180-25-030, filed 11/27/85; 83-21-064 (Order 9-83), § 180-25-030, filed 10/17/83.]

WAC 180-25-035 State study and survey--State board of education review. The state study and survey, together with recommendations prepared by the superintendent of public instruction, if any, shall be transmitted to the board of directors of the school district(s) affected for written comment by such district or districts prior to transmittal of such study and survey to the state board of education. Once the superintendent of public instruction has received the written comments of the district(s) affected, including a request for one or more project approvals pursuant to WAC 180-25-040, the state study and survey and recommendations of the superintendent of public instruction, together with any written comments by the school district board of directors, shall be transmitted to the state board of education for review and action pursuant to WAC 180-25-040. [Statutory Authority: RCW 28A.47.830. 85-24-047 (Order 24-85), § 180-25-035, filed 11/27/85; 83-21-064 (Order 9-83), § 180-25-035, filed 10/17/83.]

WAC 180-25-037 Out of date state study and survey. The state board of education, commencing January 1, 1985, shall not grant approval of state assistance pursuant to WAC 180-25-040 to a district without consideration of a state study and survey conducted within the preceding six years that addresses such project. [Statutory Authority: RCW 28A.47.830. 85-24-047 (Order 24-85), § 180-25-037, filed 11/27/85.]

WAC 180-25-040 State study and survey--State board of education approval or denial. Upon receipt of a request for one or more project approvals and after review of the state study and survey, together with recommendations and comments, the state board of education shall in accordance with WAC 180-25-045 take one of the following actions:

(1) Deny approval of state assistance for the construction and/or modernization of school facilities; or

(2) Grant approval of state assistance for the construction and/or modernization of school facilities by authorizing the maximum area allowance eligible for state financial assistance for each school plant project approved and for which the superintendent of public instruction shall issue an appropriate SPI form and state any conditions that may or may not be applicable including whether the state board of education has approved or denied eligibility for additional state assistance pursuant to WAC 180-27-115 for one or more approved school plant projects or whether such decision by the state board of education for any approved school plant project has been deferred due to insufficient factual information for a determination or due to a request by the district to present the necessary factual information at a subsequent state board of education meeting. Such project approval for projects approved after September 30, 1985, shall be null and void after one year from action by the state board of education unless the district complies with each of the following:

(a) Obtains local capital funds to provide the districts share of the estimated cost;

(b) Completes the development of educational specifications pursuant to chapter 180-26 WAC;

(c) Selects a site and receives approval pursuant to chapter 180-26 WAC. [Statutory Authority: RCW 28A.47.830. 85-24-047 (Order 24-85), § 180-25-040, filed 11/27/85; 85-09-059 (Order 7-85), § 180-25-040, filed 4/17/85; 83-21-064 (Order 9-83), § 180-25-040, filed 10/17/83.]

WAC 180-25-045 Approval criteria for state assistance. The state board of education shall grant approval of state assistance for school facilities for a school district that demonstrates the following:

(1) The existence of unhoused students which for the purpose of this section shall mean current or projected enrolled students who are in excess of the capacity calculated for existing facilities within the district pursuant to chapter 180-27 WAC: *Provided*, That current or projected enrolled students shall not be designated as unhoused for a high school district of application which has a student enrollment of four hundred or less in grades nine through twelve, if the students involved or affected can be served without undue inconvenience in a neighboring school, or schools of larger size and the neighboring school district has indicated a willingness to serve, and has the capacity to house the applying district high school students; and

(2) The ability of the district to provide any necessary capital funds by local effort: *Provided*, That the existence of unhoused students provision of subsection (1) of this section shall not be required for approval of the following school facilities projects: Interdistrict cooperative centers authorized by chapter 180-31 WAC, interdistrict transportation cooperatives authorized by chapter 180-32 WAC, and modernization and new construction authorized by chapter 180-33 WAC. [Statutory Authority: RCW 28A.47.830. 85-09-059 (Order 7-85), § 180-25-045, filed 4/17/85; 83-21-064 (Order 9-83), § 180-25-045, filed 10/17/83.]

WAC 180-25-055 Conditions applicable to district's authority to proceed. The authorization by the state board of education pursuant to WAC 180-25-050 for the district to proceed for particular school facilities is subject to the conditions of WAC 180-29-107. Therefore, districts receiving approval by the state board of education pursuant to WAC 180-25-040 are on notice that until approval is granted pursuant to WAC 180-29-107 (i.e., the issuance of an appropriate SPI form by the superintendent of public instruction) the particular school facilities do not have secured funding status. [Statutory Authority: RCW 28A.47.830. 85-24-047 (Order 24-85), § 180-25-055, filed 11/27/85; 85-09-059 (Order 7-85), § 180-25-055, filed 4/17/85.]

WAC 180-25-200 Forms. Commencing January 1, 1986, forms applicable to provisions of this chapter for school facilities requested after such date shall be as follows:

(1) Applications for a state study and survey by a district pursuant to WAC 180-25-020 shall be designated as SPI Form D-1.

(2) Planning grants to districts pursuant to WAC 180-25-030 shall be awarded to such districts through SPI Form D-2.

(3) Applications for approval of a school project by a district pursuant to WAC 180-25-040 shall be designated as SPI Form D-3.

(4) Project approval for districts pursuant to WAC 180-25-040 shall be awarded to such district through SPI Form D-4. [Statutory Authority: RCW 28A.47.830. 85-24-047 (Order 24-85), § 180-25-200, filed 11/27/85.]

Chapter 180-26 WAC

STATE ASSISTANCE IN PROVIDING SCHOOL PLANT FACILITIES--EDUCATIONAL SPECIFICATIONS AND SITE SELECTION

WAC

180-26-025	Racial imbalance prohibition--Definition and acceptance criteria.
180-26-040	District authority to proceed.
180-26-050	Option to request preliminary funding status prior to proceeding pursuant to WAC 180-26-040.
180-26-055	Preliminary funding status to certain projects.
180-26-060	Loss of preliminary funding status.
180-26-200	Forms.

WAC 180-26-025 Racial imbalance prohibition--Definition and acceptance criteria. The superintendent of public instruction shall not accept a site unless the applicant district provides assurances that its attendance policies for the proposed or modernized school facility will not create or aggravate racial imbalance within the boundaries of the applicant school district. For the purpose of this chapter, racial imbalance shall be defined as the situation that exists when the combined minority student enrollment in a school plant facility exceeds the district-wide combined minority average by twenty percentage points, provided that the single minority enrollment (as defined by current federal categories) of a school plant facility will not exceed fifty percent of the school plant facility enrollment. This section shall not apply to public schools located on American Indian reservations. [Statutory Authority: RCW 28A.47.830. 84-11-046 (Order 5-84), § 180-26-025, filed 5/17/84; 83-21-065 (Order 10-83), § 180-26-025, filed 10/17/83.]

WAC 180-26-040 District authority to proceed. Upon completion of the educational specifications review and comment and the site approval by the superintendent of public instruction as provided for in WAC 180-26-020 or state board of education as provided for in WAC 180-26-030, the school district is authorized to proceed as follows:

(1) Commence with the design of the school facility in accordance with the district's educational specifications.

(2) Complete the energy conservation report pursuant to WAC 180-27-075.

(3) Complete a value engineering study pursuant to WAC 180-27-080. [Statutory Authority: RCW 28A.47.830. 85-24-047 (Order 24-85), § 180-26-040, filed 11/27/85; 83-21-065 (Order 10-83), § 180-26-040, filed 10/17/83.]

WAC 180-26-050 Option to request preliminary funding status prior to proceeding pursuant to WAC 180-26-040. As used in chapters 180-26, 180-27, and 180-29 WAC, the term "preliminary funding status" shall mean the project shall be considered for approval pursuant to WAC 180-29-107 prior to projects without such preliminary funding status and shall be eligible for state assistance pursuant to the state board of education rules pertaining to eligible square footage, maximum area cost allowance, and priorities in effect at the time such status is granted. Any district may request the superintendent of public instruction to grant preliminary funding status for any project with secured local capital funds and authority to proceed pursuant to WAC 180-26-040. The superintendent of public instruction shall grant such approval if in the judgment of the superintendent of public instruction such project will receive approval pursuant to WAC 180-29-107 within one year. [Statutory Authority: RCW 28A.47.830. 85-24-047 (Order 24-85), § 180-26-050, filed 11/27/85.]

WAC 180-26-055 Preliminary funding status to certain projects. Notwithstanding the provisions of WAC 180-26-050, the following projects shall be granted preliminary funding status by the superintendent of public instruction thirty days after the effective date of this section:

(1) All projects with secured local capital funding and authority to proceed pursuant to WAC 180-25-040 as of September 30, 1985.

(2) All projects with a priority one or two status pursuant to WAC 180-27-058. [Statutory Authority: RCW 28A.47.830. 85-24-047 (Order 24-85), § 180-26-055, filed 11/27/85.]

WAC 180-26-060 Loss of preliminary funding status. All districts granted preliminary funding status for a project pursuant to WAC 180-26-050 or 180-26-055(2) shall request approval to bid such project pursuant to WAC 180-29-107 within one year of receiving preliminary funding status or shall have such status withdrawn. A district with a project so withdrawn may reapply pursuant to WAC 180-26-050 or 180-26-055(2) for such status. [Statutory Authority: RCW 28A.47.830. 85-24-047 (Order 24-85), § 180-26-060, filed 11/27/85.]

WAC 180-26-200 Forms. Commencing January 1, 1986, forms applicable to the provisions of this chapter for school facilities projects after such date shall be as follows:

(1) Applications for preliminary funding status pursuant to WAC 180-26-050 shall be designated as SPI Form D-5.

(2) Grants of preliminary funding status pursuant to WAC 180-26-050 shall be given to districts through SPI Form D-6. [Statutory Authority: RCW 28A.47.830. 85-24-047 (Order 24-85), § 180-26-200, filed 11/27/85.]

Chapter 180-27 WAC

STATE ASSISTANCE IN PROVIDING SCHOOL PLANT FACILITIES--BASIC STATE SUPPORT

WAC

- 180-27-035 Space allocations.
- 180-27-040 Square foot area analysis.
- 180-27-053 State moneys for studies and surveys.
- 180-27-054 Implementation of priority approval process.
- 180-27-055 Repealed.
- 180-27-056 Funding during the period of a priority approval process order by state board of education.
- 180-27-058 State assistance—Priorities.
- 180-27-059 Application of priority system to projects with and without preliminary funding status.
- 180-27-060 Determining the area cost allowance.
- 180-27-063 Annual review and report by the superintendent of public instruction to the state board of education.
- 180-27-070 Architectural and engineering services.
- 180-27-085 Construction cost savings—Sharing incentive.
- 180-27-115 Support level—Additional assistance.
- 180-27-990 Interim application of priority system during transitional period.

DISPOSITION OF SECTIONS FORMERLY CODIFIED IN THIS CHAPTER

- 180-27-055 State assistance—Priorities. [Statutory Authority: RCW 28A.47.830. 83-21-066 (Order 11-83), § 180-27-055, filed 10/17/83.] Repealed by 85-04-008 (Order 2-85), filed 1/25/85. Statutory Authority: RCW 28A.47.830.

WAC 180-27-035 Space allocations. (1) State assistance in the construction of school facilities for grades kindergarten through twelve and classrooms planned for the exclusive use of handicapped students shall be based on a space allowance per enrolled student and for state matching purposes shall be computed in accordance with the following table:

Grade or Area	Maximum Matchable Area Per Student
Grades kindergarten through six	80 square feet
Grades seven and eight	110 square feet
Grades nine through twelve	120 square feet
Classrooms for handicapped	140 square feet

For purposes of this subsection, kindergarten students shall be calculated at fifty percent of actual headcount enrollments on October 1 and submitted to the superintendent of public instruction on October 1 each year; handicapped students shall be counted as one student for each such student assigned to a specially designated self-contained classroom for handicapped children for at least one hundred minutes per school day, calculated on actual headcount enrollment submitted to the superintendent of public instruction.

(2) State assistance for construction of vocational-technical institutes shall be based on full time equivalent students enrolled on October 1 and computed as follows:

Type of Facility	Maximum Matchable Area Per Full-Time Equivalent Student
Vocational-Technical Institutes	140 square feet

(3) State assistance for construction of vocational skill centers shall be based on one-half of students enrolled on October 1 and computed as follows:

Type of Facility	Maximum Matchable Area Per One-Half Enrolled Student
Skill Centers	140 square feet

(4) Space allowance for state matching purposes—districts with senior or four-year high schools with fewer than four hundred students. Space allowance for districts with senior or four-year high schools with fewer than four hundred students for state matching purposes shall be computed in accordance with the following formula:

Number of Headcount Student-Grades 9-12	Maximum Matchable Area Per Facility
0-100	37,000 square feet
101-200	42,000 square feet
201-300	48,000 square feet
301-or more	52,000 square feet

[Statutory Authority: RCW 28A.47.830. 84-11-047 (Order 6-84), § 180-27-035, filed 5/17/84; 83-21-066 (Order 11-83), § 180-27-035, filed 10/17/83.]

WAC 180-27-040 Square foot area analysis. The square foot area analysis, when submitted for review by the superintendent of public instruction shall be calculated in accordance with the American Institute of Architects, Document D101, *The Architectural Area and Volume of Buildings*, January 1980 edition, except for the following areas which shall not be counted:

(1) Exterior covered walkways, cantilevered or supported; and

(2) Exterior porches, including loading platforms.

The analysis shall be reported on a form prepared by the superintendent of public instruction. [Statutory Authority: RCW 28A.47.830. 84-11-047 (Order 6-84), § 180-27-040, filed 5/17/84; 83-21-066 (Order 11-83), § 180-27-040, filed 10/17/83.]

WAC 180-27-053 State moneys for studies and surveys. State moneys for school district studies and surveys conducted pursuant to chapter 180-25 WAC shall be available even though the state board of education deems it necessary to order a priority approval process pursuant to WAC 180-27-054. At the beginning of each biennium, the superintendent of public instruction shall

estimate the amount of moneys necessary for allocation to districts for studies and surveys and not make such moneys available for any other purpose. In the event the estimated amount proves to be insufficient, the superintendent shall set aside additional moneys. [Statutory Authority: RCW 28A.47.830. 85-04-008 (Order 2-85), § 180-27-053, filed 1/25/85.]

WAC 180-27-054 Implementation of priority approval process. In the event the state board of education determines that projected revenues, as calculated by the ceiling established in WAC 180-27-056(2), are insufficient to meet school construction needs of school districts for the ensuing state fiscal year, the state board of education shall order the implementation of a priority approval process on final approval by the superintendent of public instruction of additional school construction projects pursuant to WAC 180-29-107. Such priority approval process shall remain in effect until the order is rescinded by the state board of education: *Provided*, That if the state board of education determines that projected revenue is insufficient for the 1985-86 state fiscal year, the priority approval process shall not become effective prior to the end of the 1985 regular session and any immediately following special session of the forty-ninth legislature unless the state board of education prior to such adjournment specifically orders an earlier implementation date. [Statutory Authority: RCW 28A.47.830. 85-04-008 (Order 2-85), § 180-27-054, filed 1/25/85.]

WAC 180-27-055 Repealed. See Disposition Table at beginning of this chapter.

WAC 180-27-056 Funding during the period of a priority approval process order by state board of education. During the period of a priority approval process imposed by order of the state board of education school construction projects shall receive final approval pursuant to WAC 180-29-107 as follows:

(1) On or after July 1 following the state board of education order for the implementation of a priority approval process the superintendent of public instruction shall rank all projects for which final approval has been requested pursuant to WAC 180-29-107 as per the priority list in WAC 180-27-058. Only school construction projects with secured local capital funds by December 31 of the previous state fiscal year and eligible for final approval pursuant to WAC 180-29-107 by June 30 of the previous state fiscal year shall be placed on that priority list.

(2) Based on a ceiling of one and one-half times the amount of the estimated revenue available for the state fiscal year plus fund balance for the state fiscal year minus outstanding encumbrances for the state fiscal year or as close thereto as is reasonably practical, the superintendent of public instruction shall give final approval pursuant to WAC 180-29-107 during the state fiscal year to school construction projects on the priority list. For the purpose of this subsection the term "estimated revenue available for the state fiscal year" shall mean

the estimated revenue from the common school construction fund for the current state fiscal year and the subsequent state fiscal year, the result of which is divided by two.

(3) In the event the state board of education does not rescind the order for the implementation of a priority approval process by the close of the state fiscal year, school construction projects remaining on the priority list without final approval and, therefore, without secured funding status pursuant to WAC 180-29-107 shall be combined with new school construction projects that have secured local capital funds by December 31 of the state fiscal year and that are eligible, pursuant to WAC 180-29-107, for final approval by the close of the state fiscal year, and a new priority list shall be established on or after July 1 of the next state fiscal year and such remaining and new school construction projects shall be eligible for final approval pursuant to the provisions of subsections (1) and (2) of this section. [Statutory Authority: RCW 28A.47.830. 85-04-008 (Order 2-85), § 180-27-056, filed 1/25/85.]

WAC 180-27-058 State assistance--Priorities. The priority system for the funding of school construction projects during a priority approval process imposed by order of the state board of education shall be as follows:

(1) Priority one: New construction projects in districts with unhoused students other than those in priority two. Projects within this priority shall be ranked as follows: The project with the highest percentage of unhoused students in the district by grade level on the date of project approval pursuant to WAC 180-25-040 shall be ranked highest—i.e., projected enrollment times authorized space allocation as calculated pursuant to WAC 180-27-035 divided by capacity of existing buildings as calculated pursuant to WAC 180-27-050(1). In the event two or more districts possess an equal percentage of unhoused students, the district with the greatest number of unhoused students shall be ranked the highest.

(2) Priority two: New construction projects in districts with unhoused students due to the need to replace a building. In the event the district is precluded from educating students in a facility due to bona fide condemnation procedures, such related space requirement shall be treated as unhoused students in priority one. Projects with this priority shall be ranked as follows: The project with the highest percentage of unhoused students in the district by grade level on the date of project approval pursuant to WAC 180-25-040 shall be ranked highest. In the event two or more districts possess an equal percentage of unhoused students, the district with the greatest number of unhoused students shall be ranked the highest.

(3) Priority three: All projects with secured local capital funding and authority to proceed pursuant to WAC 180-25-040 as of September 30, 1985, which are not included in priority one or two pursuant to this section. Projects within this priority shall be ranked pursuant to the priority system in effect as of September 30, 1985.

(4) Priority four: New construction of vocational-technical institutes and interdistrict cooperative vocational skill center facilities. Projects within this priority shall be ranked as follows: The project with the earliest date of project approval pursuant to WAC 180-25-040 shall be ranked highest. In the event two or more projects possess the same project approval date, the project with the earliest date of application received in the office of superintendent of public instruction shall be ranked the highest. Funding allocations for this priority shall not exceed ten percent of the available funds remaining after funding eligible projects in priorities one and two.

(5) Priority five: Modernization projects in districts with no unhoused students and not funded under priority three. Projects within this priority shall be ranked as follows: The project with the highest percentage of projected student occupancy shall be ranked the highest—i.e., projected enrollment times authorized space allocation as calculated pursuant to WAC 180-27-035 divided by capacity of existing buildings as calculated pursuant to WAC 180-27-050(1). In the event two or more projects possess an equal percentage, the highest ranking shall be given to the project with the earliest date of project approval pursuant to WAC 180-25-040. For the purpose of ranking within this subsection vocational technical institute and interdistrict cooperative facilities other than interdistrict transportation cooperatives shall be considered as independent school district projects.

(6) Priority six: New construction of interdistrict cooperative facilities which are not included in priority three, four, or seven. The project with the earliest date of project approval pursuant to WAC 180-25-040 shall be ranked the highest. In the event two or more projects possess the same project approval date, the project with the earliest date of application received in the office of superintendent of public instruction shall be ranked the highest.

(7) Priority seven: Interdistrict transportation cooperatives. Projects within this priority shall be ranked as follows: The project with the earliest date of project approval pursuant to WAC 180-25-040 shall be ranked the highest. In the event two or more projects possess the same project approval date, the project with the earliest date of application received in the office of superintendent of public instruction shall be ranked the highest. [Statutory Authority: RCW 28A.47.830. 85-24-048 (Order 25-85), § 180-27-058, filed 11/27/85; 85-04-008 (Order 2-85), § 180-27-058, filed 1/25/85.]

WAC 180-27-059 Application of priority system to projects with and without preliminary funding status. All projects with preliminary funding status pursuant to WAC 180-26-050 and 180-26-055 shall be approved pursuant to WAC 180-29-107 prior to projects without such status. [Statutory Authority: RCW 28A.47.830. 85-24-048 (Order 25-85), § 180-27-059, filed 11/27/85.]

WAC 180-27-060 Determining the area cost allowance. The area cost allowance for state assistance shall apply to the cost of construction of the total facility and

grounds including state sales and use taxes generally levied throughout the state of Washington and excluding those local option sales and use taxes levied by political subdivisions. The maximum area cost allowance used in calculating state financial assistance for construction of school facilities shall be determined by the superintendent of public instruction as follows:

(1) Commencing with the two-month period of July–August, 1984, a two-month area cost allowance is determined as follows: The average seven-city building cost index for commercial and factory buildings in Washington state reported by the E. H. Boeckh Company (Boeckh Index) for that two-month period (1,494.99) shall be multiplied by the 1984 area cost allowance (\$74.87). That product shall be divided by the 1984 area cost index (1,494.99).

(2) The calculation in subsection (1) of this section shall be made for each subsequent two-month period averaging six Washington cities and the Portland, Oregon metropolitan area reported by E. H. Boeckh Company.

(3) Each of the actual two-month area cost allowances calculated as set forth in subsections (1) and (2) of this section shall be recorded by the superintendent of public instruction.

(4) The average monthly rate of increase in the area cost allowance for the previous one year is determined as follows: Not later than August 31 of each year, the actual two-month area cost allowance calculated for the first two-month reporting period in the twelve-month period ending August 31 shall be subtracted from the actual area cost allowance for the current two-month reporting period. This result shall be divided by twelve.

(5) The projected maximum monthly area cost allowances for the next ensuing school fiscal year are calculated as follows:

(a) The area cost allowance for July–August 1985 effective September 1, 1985 shall be the actual amount as calculated in subsections (1) and (2) of this section.

(b) The projected area cost allowance for the following twelve months will be the amount of the previous month plus the average monthly rate of increase as calculated in subsection (4) of this section.

(6) The projection process will be repeated no later than August 31 for each following school fiscal year. [Statutory Authority: RCW 28A.47.830. 85–24–048 (Order 25–85), § 180–27–060, filed 11/27/85; 84–11–047 (Order 6–84), § 180–27–060, filed 5/17/84; 83–21–066 (Order 11–83), § 180–27–060, filed 10/17/83.]

WAC 180-27-063 Annual review and report by the superintendent of public instruction to the state board of education. The superintendent of public instruction on an annual basis shall review actual construction costs of school projects and report findings together with recommended changes to the area cost allowance calculation in WAC 180–27–060, if any, to the state board of education for consideration and possible action. [Statutory Authority: RCW 28A.47.830. 85–24–048 (Order 25–85), § 180–27–063, filed 11/27/85.]

WAC 180-27-070 Architectural and engineering services. School districts shall select their architectural and engineering consultants in accordance with chapter 39.80 RCW. As required by RCW 39.80.050, the district shall negotiate a contract with the most qualified consultants at a price which the school district determines is fair and reasonable to the district; and, in making its determination, the district shall take into account the estimated value of the services to be rendered as well as the scope, complexity, and professional nature thereof.

The allocation of state moneys for matching purposes for a school facility project shall be based on the basic architectural and engineering services as defined by the *American Institute of Architects Handbook of Professional Practice, Number Nine, Owner–Architects Agreements*, thirteenth edition, July 1977, and calculated by the percentage(s) in relation to the square foot area of construction as calculated in WAC 180–27–040 and project type, as set forth below:

(1) **New construction projects:**

Architectural and Engineering Team Fee Matching Limitations

Square Feet of Construction	Percent of Construction Cost
3,700 or under	10.0
3,700	9.0
7,350	8.75
11,000	8.5
14,650	8.25
18,300	8.0
25,700	7.75
36,700	7.5
55,000	7.25
73,400	7.0
101,000	6.75
128,450	6.5
156,000	6.25
183,500 & above	6.0

NOTE: Compensation for projects with square foot area of construction between the values shown shall be established for matching purposes by the process as indicated in the example below.

Example:

Assume: Area of construction = 75,000 sq. ft.

Area cost allowance = \$90/sq. ft.

73,400 sq. ft. x \$90/sq. ft. x 7.0% = \$462,420.00

1,600 sq. ft. x \$90/sq. ft. x 6.75% = 9,720.00

75,000 sq. ft. \$472,140.00

State share = \$472,140.00 x state matching percentage

(2) **Modernization projects:**

For modernization projects, the limits of state participation shall be one and one-half times the amount calculated for new construction as set forth in subsection (1) of this section.

(3) Combination projects:

For those projects which include a combination of new construction and modernization, the limits of state participation shall be prorated as set forth in subsection (1) and (2) of this section. [Statutory Authority: RCW 28A.47.830, 84-07-036 (Order 1-84), § 180-27-070, filed 3/20/84; 83-21-066 (Order 11-83), § 180-27-070, filed 10/17/83.]

WAC 180-27-085 Construction cost savings--Sharing incentive. The purpose of this section is to set forth provisions designed to further enhance cost effectiveness in the construction of exclusively new school facilities.

(1) Districts become eligible for a cost saving incentive equal to sixty percent of the state share of the construction cost savings if the cost of new construction at bid is less than the approved state matchable construction cost, as set forth in WAC 180-27-020 (2)(a).

(2) The state matched fee for basic architectural and engineering services shall not be reduced if the project is bid and is awarded below the approved state matchable construction cost (WAC 180-27-070) or the cost contracted for between the school district and architect/engineer, whichever is less.

(3) Any project attached to or adjacent to or otherwise designed to operate in conjunction with an existing facility and which contains additional area equal to or less than fifty percent of the area in the existing facility shall be classified as an addition and shall not be eligible for the cost saving incentive option authorized in this section.

(4) Districts shall not be eligible for a cost-saving incentive where the entire project, or any part of the project, qualifies for state support under chapter 180-33 WAC.

(5) Receipt of a portion of the state share of construction cost savings shall not reduce the district's future eligibility and entitlement to state assistance in providing school facilities and shall not result in the district receiving more than one hundred percent of the cost of construction. [Statutory Authority: RCW 28A.47.830, 85-24-048 (Order 25-85), § 180-27-085, filed 11/27/85; 83-21-066 (Order 11-83), § 180-27-085, filed 10/17/83.]

WAC 180-27-115 Support level--Additional assistance. State assistance in addition to the amount determined pursuant to WAC 180-27-020 and 180-27-055 may be allowed for the purposes and in accordance with the requirements set forth in this section: *Provided*, That in no case shall the state assistance exceed one hundred percent of the amount calculated for matching purposes. In each of the following exceptions, either at the time the project is approved pursuant to WAC 180-25-040 or at any time prior to receiving secured funding status pursuant to WAC 180-29-107, state board of education approval is required:

(1) Act of condemnation of a building.

A school district required to replace a school facility determined to be hazardous to the safety and health of

school children and staff—as evidenced by reports of architects or engineers licensed to practice in the state of Washington, the health agency having jurisdiction, and/or the fire marshal and building official having jurisdiction—shall be eligible for additional assistance if the voters of the school district authorize the issuance of bonds and/or the levying of excess taxes to meet the statutory limits. If the state board of education determines that the voters of the school district have authorized the issuance of bonds to its legal limit, the board shall provide state financial assistance for the remaining cost of the building to a level not exceeding the area cost allowance set forth in WAC 180-27-060.

(2) Loss of building by fire.

A school district which has lost a school facility by fire shall be eligible for additional state assistance consideration if the district first applies toward the project all insurance payments received for the loss of the structure and the voters of the school district authorize the issuance of bonds and/or the levying of excess taxes to meet the statutory limits. If the state board of education determines that the district is deficient in capital moneys and cannot legally bond for the moneys needed to replace the number of square feet for which it is eligible, the state board of education shall provide state financial assistance for the remaining cost of the project to a level not exceeding the area cost allowance set forth in WAC 180-27-060.

(3) Facilities for handicapped children.

A school district which admits handicapped children from without the district shall be eligible for additional state assistance in construction of school facilities: *Provided*, That (a) handicapped children who spend less than one hundred minutes per school day in a facility designated by the school district board of directors as special purpose space shall not be counted, and (b) the additional allocation shall be ninety percent of the approved square foot cost allowance for out-of-district handicapped students.

(4) Vocational-technical facilities.

A school district which has a vocational-technical institute shall be eligible for additional state assistance in construction of vocational-technical institute facilities: *Provided*, That the additional assistance in excess of the amount allocable under the statutory formula shall be ninety percent of the total approved project cost determined to be eligible for state matching purposes.

(5) Interdistrict cooperative centers.

In the financing of interdistrict cooperative projects as set forth in chapter 180-31 WAC, the state board of education shall allocate at ninety percent of the total approved project cost determined eligible for state matching purposes if the planned school facility meets the following criteria:

(a) Provides educational opportunities, including vocational skills programs, not otherwise provided;

(b) Avoids unnecessary duplication of specialized or unusually expensive educational programs or facilities; or

(c) Improves racial balance within and among participating districts.

(6) School housing emergency.

A school district found by the state board of education to have a school housing emergency requiring an allocation of state moneys in excess of the amount allocable under the statutory formula may be considered for an additional allocation of moneys: *Provided*, That the school district must have authorized the issuance of bonds to its legal capacity to meet the statutory and state board of education fiscal requirements for state assistance in providing school facilities.

The total amount of state moneys allocated shall be ninety percent of the total approved project cost determined eligible for state matching purposes: *Provided further*, That at any time thereafter when the state board of education finds that the financial position of such district has improved, the amount of such additional allocation shall be deducted, under conditions prescribed by the state board of education from any future state school facility construction funds which might otherwise be provided to such district.

(7) Improved school district organization.

If two or more school districts reorganize into a single school district and the construction of new school facilities results in the elimination of a small high school with a full-time equivalent enrollment in grades 9-12 of less than four hundred students and/or an elementary school with a full-time equivalent enrollment of less than one hundred students, the state board of education shall match the total approved cost of the project at ninety percent.

(8) Racial imbalance.

Any school district that contains a school facility which is racially imbalanced as defined in WAC 180-26-025 or which contains a school facility that would have been racially imbalanced as defined in WAC 180-26-025 but for a transportation program designed to eliminate racial imbalance shall receive ninety percent of the total approved cost of construction if the building project meets one of the following standards:

(a) In the case of a school district which contains a racially imbalanced school facility the district must demonstrate that, as a result of new construction or modernization, the particular school facility will no longer be racially imbalanced, that the combined minority enrollment in the particular school facility will be reduced by more than ten percentage points, and that the above stated results will be obtained as a direct result of increased enrollment of nonminority students in the particular school facility.

(b) In the case of a school district which contains a school facility that would have been racially imbalanced but for a transportation program designed to eliminate racial imbalance, the district must demonstrate that, as a result of new construction or modernization, the district will continue to contain no school plant facility which is racially imbalanced and that the expense of transportation within the district for a stated period of years will be significantly less than without the new construction or modernization. For the purpose of demonstrating eligibility of a particular school plant facility pursuant to this subsection, a district shall demonstrate

that a particular school plant facility would have been racially imbalanced but for a transportation program by producing demographic data that demonstrate what the racial balance for its population would have been within the proximity attendance area of the particular school plant facility. For the purpose of demonstrating that the expense of transportation within the district for a stated period of time will be significantly less pursuant to this subsection, a district shall demonstrate savings in to and from transportation costs, as the term "to and from" transportation is defined in WAC 392-141-120, by comparing expenses for such transportation for the school year immediately preceding the school year in which approval by the state board of education pursuant to this subsection with the amount that would have been expended for such transportation for the previous school year if the new construction or modernization was in place. In the alternative, the district shall demonstrate savings in to and from transportation by comparing such previous year's expenditures with the amount that would have been expended for such transportation if the particular school plant facility was closed. In either case, in order to demonstrate the amount of savings necessary to qualify for additional state assistance pursuant to this subsection, the district must demonstrate savings in to and from transportation for the school year of comparison equal to or exceeding five percent of the additional state assistance resulting from application of this subsection to modernization of such school plant facility or equal to or exceeding two and one-half percent of the additional state assistance resulting from application of this subsection to new construction, including new construction authorized pursuant to the replacement option of WAC 180-33-042.

When an improvement in racial balance within a school district pursuant to this section involves construction or modernization of one or more school facilities, all such school facilities shall be included in the application. [Statutory Authority: RCW 28A.47.830, 85-24-048 (Order 25-85), § 180-27-115, filed 11/27/85; 83-21-066 (Order 11-83), § 180-27-115, filed 10/17/83.]

WAC 180-27-990 Interim application of priority system during transitional period. (1) It is the intent of the state board of education that one-A and one-B building projects, and certain exemplary special education projects, will be granted a preference to available state assistance in future state fiscal years as provided in this rule and notwithstanding the terms of WAC 180-27-058 (the priority system rule), or any other rule set forth in chapters 180-25 through 180-33 WAC, to the contrary.

(2) The following definitions apply for the purposes of this rule: (a) "One-A building projects" means and includes all building projects for which staff of the superintendent of public instruction determined were eligible for issuance of Form C-6 approval pursuant to WAC 180-29-107 during the period of April 2 through April 10, 1985, and, which have not been granted Form C-8 approval prior to April 15, 1985, pursuant to WAC 180-29-115 (notwithstanding such Form C-6 approval, no

Form C-8 approval shall hereafter be granted for such projects pursuant to WAC 180-29-115 until on or after July 1, 1985, in accordance with this rule); and (b) "one-B building projects" means and includes any building project for which a Form C-2 had been issued pursuant to WAC 180-25-040 and 180-29-025 and, in addition, for which a complete and approvable application for Form C-6 approval pursuant to WAC 180-29-107 was delivered to the office of the superintendent of public instruction prior to noon of April 11, 1985, which, but for the unavailability of state assistance, would have been granted Form C-6 approval.

(3) Fiscal year 1985-86. As of July, 1985, all eligible building projects shall be prioritized or ranked in accordance with WAC 180-27-058. State assistance deemed available as of that time shall first be allocated for priority one or WAC 180-27-058(1) building projects (inclusive of such one-A and one-B building projects as may qualify as priority one projects). In the event such available state assistance is more than sufficient for such priority one projects, all remaining one-A building projects alone shall then be prioritized or ranked in accordance with the date and time staff of the superintendent of public instruction determined the projects were eligible for issuance of Form C-6 approval pursuant to WAC 180-29-107, and remaining available state assistance shall be allocated for such projects. If available state assistance remains, all remaining one-B building projects alone shall be prioritized or ranked alone in accordance with the date and time application for Form C-6 approval was received by staff of the superintendent of public instruction, and the remaining available state assistance shall be allocated for such projects.

Notwithstanding provisions of the first paragraph of this subsection to the contrary, the Kent School District Kentridge Senior High School special education project addition shall be issued C-6 approval immediately following the issuance of C-6 approval for the Federal Way School District Wildwood Elementary and Federal Way High School special education project additions: *Provided*, That the conditions for C-6 approval of the Kentridge project addition have been met by the Kent School District prior to June 30, 1985.

If available state assistance still remains for fiscal year 1985-86 allocation purposes, the priority system established pursuant to WAC 180-27-058 shall again be utilized for the purpose of allocating such remaining available state assistance. For the purposes of this subsection, all one-A building projects for which available state assistance has been allocated shall be deemed to have been reissued the requisite Form C-6 approval pursuant to WAC 180-29-107.

(4) Fiscal year 1986-87. As of July, 1986, one-A building projects for which state assistance was deemed unavailable for fiscal year 1985-86 purposes shall have first priority in accordance with the date and time ranking established pursuant to subsection (3) of this section for the purposes of the allocation of state assistance then deemed to be available for fiscal year 1986-87 allocation purposes, as well as state assistance deemed available

during fiscal year 1987-88, until such time as the state assistance for which such one-A building projects are eligible has been allocated in full: *Provided*, That pilot or exemplary projects approved by the state board of education pursuant to WAC 180-30-400 shall be approved for fiscal year 1986-87 notwithstanding any prioritization of projects pursuant to this subsection if such projects have met the conditions for a Form C-6 approval between July 1, 1985, and June 30, 1986.

In the event available state assistance is more than sufficient for such remaining one-A building projects, all other eligible projects shall then be prioritized or ranked in accordance with WAC 180-27-058 and the remaining available state assistance shall then be allocated for eligible priority one projects. If available state assistance remains, all remaining one-B, building projects alone shall be prioritized or ranked alone in accordance with the date and time application for Form C-6 approval was received by staff of the superintendent of public instruction, and the remaining available state assistance shall be allocated for such projects.

If available state assistance still remains for fiscal year 1986-87 allocation purposes, the priority system established pursuant to WAC 180-27-058 shall again be utilized for the purpose of allocating such remaining available state assistance. For the purposes of this subsection, all one-A building projects for which available state assistance has been allocated shall be deemed to have been reissued the requisite Form C-6 approval pursuant to WAC 180-29-107.

(5) Fiscal year 1987-88. As of July, 1987, one-A building projects for which state assistance was deemed unavailable for fiscal year 1986-87 purposes shall have first priority in accordance with the date and time ranking established pursuant to subsection (3) of this section for the purposes of the allocation of state assistance then deemed to be available for fiscal year 1987-88 allocation purposes.

In the event available state assistance is more than sufficient for such remaining one-A building projects, all other eligible projects shall then be prioritized or ranked in accordance with WAC 180-27-058 and the remaining available state assistance shall then be allocated for eligible priority one projects. If available state assistance remains, all remaining one-B building projects alone shall be prioritized or ranked alone in accordance with the date and time ranking established pursuant to subsection (4) of this section, and the remaining available state assistance shall be allocated for such projects.

If available state assistance still remains for fiscal year 1987-88 allocation purposes, the priority system established pursuant to WAC 180-27-058 shall again be utilized for the purpose of allocating such remaining available state assistance. For the purposes of this subsection, all one-A building projects for which available state assistance has been allocated shall be deemed to have been reissued the requisite Form C-6 approval pursuant to WAC 180-29-107.

(6) Fiscal year 1988-89. As of July, 1988, all one-B building projects for which state assistance has not been

allocated for shall have first priority for purposes of the allocation of state assistance then deemed to be available for fiscal year 1988-89 allocation purposes, as well as state assistance deemed available during any subsequent fiscal year, until such time as the state assistance for which such one-B building projects are eligible has been allocated in full. [Statutory Authority: RCW 28A.47-.830. 85-12-040 (Order 10-85), § 180-27-990, filed 6/5/85.]

Chapter 180-29 WAC
STATE ASSISTANCE IN PROVIDING SCHOOL
PLANT FACILITIES--PROCEDURAL
REGULATIONS

WAC	
180-29-021	Deadline for submission of agenda items.
180-29-090	Construction documents--Other governmental agency approval.
180-29-095	Construction documents--Compliance with public works statutory provisions.
180-29-107	Bid opening--Superintendent of public instruction approval.
180-29-108	Condition precedent to approval to bid.
180-29-200	Forms.

WAC 180-29-021 Deadline for submission of agenda items. The superintendent of public instruction shall not place on the agenda of any regular meeting of the state board of education any item requested by a district pertaining to the approval of school facilities, including state board of education action regarding study and surveys, site approval or waiver, planning grants, and any other matters requiring action by the state board of education pertaining to a school facility unless such district has presented to the superintendent of public instruction in satisfactory form all materials required by law or regulation of the state board of education pertaining to such action at least sixty calendar days preceding the date of commencement of the next scheduled meeting of the state board of education: *Provided*, That if any error or omission in such materials is found prior to the thirtieth calendar day preceding the first day of such meeting and is corrected prior to such date, the superintendent of public instruction shall place such item on the agenda of the state board of education. [Statutory Authority: RCW 28A.47.830. 85-24-050 (Order 27-85), § 180-29-021, filed 11/27/85.]

WAC 180-29-090 Construction documents--Other governmental agency approval. (1) The construction documents shall be submitted for the approval of the following other governmental agencies:

- (a) Fire marshal or fire chief having jurisdiction;
- (b) Department of labor and industries (electrical);
- (c) Health agency having jurisdiction;
- (d) Department of ecology (when applicable); and
- (e) Building official of the jurisdiction.

Approval shall be in respect to compliance with pertinent rules and regulations established by said agencies.

(2) The school district shall receive written approvals of the construction documents by the agencies and submit proof of such approvals to the superintendent of public instruction in accordance with WAC 180-29-085. [Statutory Authority: RCW 28A.47.802. 84-21-003 (Order 11-84), § 180-29-090, filed 10/4/84. Statutory Authority: RCW 28A.47.830. 83-21-067 (Order 12-83), § 180-29-090, filed 10/17/83.]

WAC 180-29-095 Construction documents--Compliance with public works statutory provisions. The construction documents shall provide for compliance by the contractor with pertinent statutory provisions relating to public works including the following:

- (1) Chapter 39.08 RCW relating to contractor's bond;
- (2) Chapter 39.12 RCW relating to prevailing wages;
- (3) Chapter 39.25 RCW relating to offshore items;
- (4) Chapter 18.27 RCW relating to contractor registration;
- (5) Chapter 49.28 RCW relating to hours of labor;
- (6) Chapter 49.60 RCW relating to discrimination; and
- (7) Chapter 70.92 RCW relating to the provisions for the aged and physically handicapped. [Statutory Authority: RCW 28A.47.802. 84-21-003 (Order 11-84), § 180-29-095, filed 10/4/84. Statutory Authority: RCW 28A.47.830. 83-21-067 (Order 12-83), § 180-29-095, filed 10/17/83.]

WAC 180-29-107 Bid opening--Superintendent of public instruction approval. (1) A school district shall not open bids until receiving written approval of the superintendent of public instruction. Such approval shall not be granted if more than one year has passed since the project received preliminary funding status pursuant to WAC 180-26-050 or 180-26-055(2).

(2) The superintendent of public instruction shall grant approval if moneys are available for state assistance and the required documents pursuant to WAC 180-29-075, 180-29-080, 180-29-085, 180-29-090, 180-29-095, and 180-29-100 are complete.

(3) If the superintendent of public instruction determines that the required documents are incomplete, the superintendent of public instruction shall hold the project and notify the school district in writing as to the incomplete items.

(4) If moneys are not available for state assistance in construction, the school district shall notify the superintendent of public instruction that they are proceeding with their own moneys with the expectation that they will be reimbursed as per WAC 180-27-057. [Statutory Authority: RCW 28A.47.830. 85-24-047 (Order 24-85), § 180-29-107, filed 11/27/85; 83-21-067 (Order 12-83), § 180-29-107, filed 10/17/83.]

WAC 180-29-108 Condition precedent to approval to bid. Any project for which the superintendent of public instruction authorizes a district to open bids pursuant to WAC 180-29-107 shall request an authorization for contract award pursuant to WAC 180-29-110 within ninety calendar days of receipt of approval pursuant to

WAC 180-29-107 or shall have its authority to proceed withdrawn. Districts with such projects withdrawn may reapply for a school district project pursuant to WAC 180-25-040. [Statutory Authority: RCW 28A.47.830. 85-24-047 (Order 24-85), § 180-29-108, filed 11/27/85.]

WAC 180-29-200 Forms. In addition to forms prescribed in WAC 180-25-200 and 180-26-200, commencing January 1, 1986, forms applicable to the provisions of this chapter for school facility projects after such date shall be as follows:

(1) Applications for secured funding status pursuant to WAC 180-29-107 shall be designated as SPI Form D-7.

(2) Grants of secured funding status pursuant to WAC 180-29-107 shall be given to districts through SPI Form D-8.

(3) Grants of authority for school districts to proceed without secured funding status pursuant to WAC 180-29-107 shall be given to districts through SPI Form D-8-1.

(4) Applications for authority to enter into contracts pursuant to WAC 180-29-110 shall be designated as SPI Form D-9.

(5) Grants of authority to enter into contracts pursuant to WAC 180-29-115 shall be given to districts through SPI Form D-10.

(6) Applications for SPI to release retainage pursuant to WAC 180-29-165 shall be designated as SPI Form D-11.

(7) Grants of release of final retainage pursuant to WAC 180-29-165 shall be given through SPI Form D-12. [Statutory Authority: RCW 28A.47.830. 85-24-047 (Order 24-85), § 180-29-200, filed 11/27/85.]

Chapter 180-33 WAC

STATE ASSISTANCE IN PROVIDING SCHOOL PLANT FACILITIES--MODERNIZATION

WAC

180-33-015	Eligibility for state financial assistance.
180-33-025	Space eligible for state financial assistance in modernization.
180-33-030	Certification of continued use.
180-33-035	Minimum project—Forty percent of replacement costs.
180-33-042	Replacement option.
180-33-043	Exceptions to prospective application of WAC 180-33-040.

WAC 180-33-015 Eligibility for state financial assistance. (1) In order to be eligible for state financial assistance, a modernization project shall have as its principal purpose one or more of the following:

(a) Bringing a facility into compliance with current building and health codes when so required by state or local health or safety officials;

(b) Changing the grade span grouping by facility by the addition, deletion, or combination thereof of two or more grades within the affected facility; or

(c) The reduction of the number of operating school facilities in a district by combining the remaining school facilities through modernization and new capital construction so as to achieve more cost effective and efficient operation in the combined school facility or facilities. In order to be eligible for state financial assistance, such a project shall result in additional space for at least 100 additional pupils and the following enrollment in any combined facility:

(i) Elementary school facility — 500 pupils;

(ii) Middle or junior high school facility — 700 pupils;

(iii) Senior high school facility — 850 pupils:

Provided, That modernization projects in school districts with a high school enrollment of less than 850 pupils need not comply with the enrollment figures set forth above: *Provided further*, That unless the district meets an exception provided in WAC 180-33-043 or demonstrates the existence of unhoused students, state financial assistance for the new construction component of a combined modernization and new construction project shall be limited to the provision of WAC 180-33-040.

(2) School districts shall certify that a proposed modernization project will extend the life of the modernized school facility by at least twenty years.

(3) School districts shall be ineligible for state assistance where the principal purpose of a modernization project is to:

(a) Solve delayed maintenance problems;

(b) Perform piecemeal work on one section or system of a school facility;

(c) Modernize a facility or any section thereof which has been constructed within the previous twenty years;

(d) Modernize a facility or any section thereof which has received state assistance under the authority of this chapter within the previous twenty years;

(e) To modernize a senior high school facility in a district with a senior high school where there is existing space available to serve the students involved or affected in a neighboring senior high school without, in the judgment of the state board of education, an undue increase in the cost of transporting the students to and from school, decrease in educational opportunity, or proportional increase in the cost of instruction pursuant to chapter 180-25 WAC. [Statutory Authority: RCW 28A.47.830. 85-24-049 (Order 26-85), § 180-33-015, filed 11/27/85; 85-09-060 (Order 8-85), § 180-33-015, filed 4/17/85; 83-21-071 (Order 16-83), § 180-33-015, filed 10/17/83. Statutory Authority: RCW 28A.47.073. 81-24-049 (Order 13-81), § 180-33-015, filed 12/1/81.]

WAC 180-33-025 Space eligible for state financial assistance in modernization. Space allowance and enrollment projection provision for state matching purposes.

(1) In planning for modernization in any school facility, under the provisions of (1)(a) and (1)(b) of WAC 180-33-015, a school district shall estimate capacity needs on the basis of a cohort survival enrollment as per WAC 180-27-045. Any space above and beyond a

school district's estimated capacity needs as calculated on the basis of a five-year cohort survival or adjusted cohort survival enrollment shall not be eligible for state financial assistance in modernization with the exception as stated in subsection (2) below.

(2) In computing the amount of eligible space for modernization, the state will match the entire facility if 3/4 of the overall square footage of the facility is eligible for state financial assistance. If less than 3/4 of the overall square footage of the facility is eligible for state financial assistance, the district shall pay the entire cost of modernizing any additional space: *Provided*, That this subsection shall not be applicable to new construction in lieu of modernization facility projects authorized by this chapter.

(3) In determining the eligible space for modernizing vocational-technical institutes, enrollment data furnished by the school district will be reviewed by the superintendent of public instruction or his or her designee.

(4) In planning for modernization in any combined facility as per WAC 180-33-015 (3)(c) a school district shall estimate enrollment in the district on the basis of a cohort survival enrollment as per WAC 180-27-045. [Statutory Authority: RCW 28A.47.830. 85-24-049 (Order 26-85), § 180-33-025, filed 11/27/85; 83-21-071 (Order 16-83), § 180-33-025, filed 10/17/83. Statutory Authority: RCW 28A.47.073. 81-24-049 (Order 13-81), § 180-33-025, filed 12/1/81.]

WAC 180-33-030 Certification of continued use.

Any school facilities modernized under WAC 180-33-015 must be used for at least five years beyond the completion of modernization. School directors will pass a resolution and submit it to the state board of education that the modernized facility will be used for instructional purposes for five years after the completion of the project. If the school facility is not used for instructional purposes during this five-year period, the amount of state money allocated and spent for the modernization project must be returned to the state school building construction fund. The five-year use requirement and the five year prohibition against additional modernization funding shall be waived in the event that a facility is rendered permanently unusable before the end of the five-year period by an unforeseen natural event. The definition of "unforeseen natural event" shall be as set forth in RCW 28A.41.170. [Statutory Authority: RCW 28A.47.830. 85-24-049 (Order 26-85), § 180-33-030, filed 11/27/85; 83-21-071 (Order 16-83), § 180-33-030, filed 10/17/83. Statutory Authority: RCW 28A.47.073. 81-24-049 (Order 13-81), § 180-33-030, filed 12/1/81.]

WAC 180-33-035 Minimum project--Forty percent of replacement costs. State assistance in modernization of school facilities shall be limited to projects which may include an entire facility or one or more complete buildings within a facility for which the estimated cost of major structural change is not less than forty percent of the estimated cost of replacement. Said replacement cost shall be derived from multiplication of the total square

foot area of the facility or facilities proposed for modernization by the area cost allowance of state support at projected time of bid as in WAC 180-27-045 set forth. [Statutory Authority: RCW 28A.47.830. 85-24-049 (Order 26-85), § 180-33-035, filed 11/27/85; 83-21-071 (Order 16-83), § 180-33-035, filed 10/17/83. Statutory Authority: RCW 28A.47.073. 81-24-049 (Order 13-81), § 180-33-035, filed 12/1/81.]

WAC 180-33-042 Replacement option. A district with space eligible for modernization pursuant to WAC 180-33-015 and 180-33-025 may elect to replace such space through new construction in lieu of modernization. In such case, the district shall apply for a new school facility in accordance with applicable rules and regulations pertaining to new school plant facilities. Except as otherwise provided in WAC 180-33-043, districts exercising this election shall be limited in state assistance to the provision of WAC 180-33-040. In the event the district elects to replace a facility and construct a new facility with more space than the facility being replaced, the additional space, in order to be eligible for state assistance shall meet the eligibility requirements for new construction or the new construction component requirement of WAC 180-33-015 (1)(c): *Provided*, That no new construction in lieu of modernization project may qualify for additional state assistance pursuant to WAC 180-27-115 unless the facility being replaced would have qualified pursuant to such section for additional state assistance as a modernization project. [Statutory Authority: RCW 28A.47.830. 85-09-060 (Order 8-85), § 180-33-042, filed 4/17/85.]

WAC 180-33-043 Exceptions to prospective application of WAC 180-33-040. Any district with a proposed project involving the replacement option of WAC 180-33-042 or the new construction component of WAC 180-33-015 (1)(c) which was approved by the state board of education pursuant to WAC 180-29-025 (i.e., Form C-2) prior to April 13, 1985, and which has obtained local capital funding pursuant to WAC 180-25-050(3) for projects identified within the Form C-2 by such date shall receive state assistance for such projects in accordance with the provisions otherwise applicable to new construction and, therefore, shall not be limited by the provision of WAC 180-33-040. [Statutory Authority: RCW 28A.47.830. 85-09-060 (Order 8-85), § 180-33-043, filed 4/17/85.]

Chapter 180-38 WAC

PUPILS--IMMUNIZATION REQUIREMENT

WAC

180-38-005	Authority.
180-38-010	Purpose.
180-38-020	Definition--Student.
180-38-025	Definition--Chief administrator.
180-38-030	Definition--Full immunization.
180-38-035	Definition--Schedule of immunization.
180-38-040	Definition--Certificate of exemption.
180-38-045	Attendance condition upon compliance.
180-38-050	Notice prior to exclusions from school.

180-38-055	Public schools—Content of written notice.
180-38-060	Private schools—Content of written notice.
180-38-065	Exclusion of students for failure to comply.
180-38-070	Supplementing rules of SPI.

WAC 180-38-005 Authority. The authority for this chapter is RCW 28A.31.118 which authorizes the state board of education to adopt rules which establish the procedural and substantive due process requirements governing the exclusion of students from public and private schools for failure to comply with the immunization requirement of the state of Washington. [Statutory Authority: RCW 28A.31.118. 85-20-040 (Order 20-85), § 180-38-005, filed 9/25/85.]

WAC 180-38-010 Purpose. The purpose of this chapter is to establish the procedural and substantive due process requirements governing the exclusion of students from public and private schools for failure to comply with the immunization requirement of the state of Washington. [Statutory Authority: RCW 28A.31.118. 85-20-040 (Order 20-85), § 180-38-010, filed 9/25/85.]

WAC 180-38-020 Definition--Student. As used in this chapter, the term "student" shall mean the same as defined for "child" in WAC 248-100-163 (1)(f) by the state board of health. [Statutory Authority: RCW 28A.31.118. 85-20-040 (Order 20-85), § 180-38-020, filed 9/25/85.]

WAC 180-38-025 Definition--Chief administrator. As used in this chapter, the term "chief administrator" shall mean the same as defined in RCW 28A.31.102(1), to wit: "Chief administrator" shall mean the person with the authority and responsibility for the immediate supervision of the operation of a school . . . or, in the alternative, such other person as may hereafter be designated in writing for the purposes of . . . [this chapter] by the statutory or corporate board of directors of the school district, school . . . or, if none, such other persons or person with the authority and responsibility for the general supervision of the operation of the school district, [or] school" This definition of chief administrator is unique to this chapter and in application may or may not include the principal or headmaster of a school depending on the degree of authority delegated to such principal or headmaster and whether the responsibility has been delegated to another school official. [Statutory Authority: RCW 28A.31.118. 85-20-040 (Order 20-85), § 180-38-025, filed 9/25/85.]

Reviser's note: The brackets and enclosed material in the text of the above section occurred in the copy filed by the agency and appear herein pursuant to the requirements of RCW 34.08.040.

WAC 180-38-030 Definition--Full immunization. As used in this chapter, the term "full immunization" shall mean the same as defined in RCW 28A.31.102(2), to wit: "Full immunization" shall mean immunization against certain vaccine-preventable diseases in accordance with schedules and with immunizing agents approved by the state board of health." This definition of

full immunization is unique to this chapter and includes immunization only against diseases as required by rules of the state board of health. [Statutory Authority: RCW 28A.31.118. 85-20-040 (Order 20-85), § 180-38-030, filed 9/25/85.]

WAC 180-38-035 Definition--Schedule of immunization. For the purpose of this chapter, the term "schedule of immunization" shall mean the beginning or continuing of a course of immunization prescribed by the state board of health. [Statutory Authority: RCW 28A.31.118. 85-20-040 (Order 20-85), § 180-38-035, filed 9/25/85.]

WAC 180-38-040 Definition--Certificate of exemption. As used in this chapter, the term "certificate of exemption" shall mean the filing with the chief administrator of the school, on a form prescribed by the department of social and health services, which complies with RCW 28A.31.106, to wit:

"(1) A written certification signed by any physician licensed to practice medicine pursuant to chapter 18.71 or 18.57 RCW that a particular vaccine required by rule of the state board of health is, in his or her judgment, not advisable for the . . . [student]: *Provided*, That when it is determined that this particular vaccine in no longer contraindicated, the . . . [student] will be required to have the vaccine; or

(2) A written certification signed by any parent or legal guardian of the . . . [student] or any adult in loco parentis to the . . . [student] that the religious beliefs of the signator are contrary to the required immunization measures; or

(3) A written certification signed by any parent or legal guardian of the . . . [student] or any adult in loco parentis to the . . . [student] that the signator has either a philosophical or personal objection to the immunization of the . . . [student]." [Statutory Authority: RCW 28A.31.118. 85-20-040 (Order 20-85), § 180-38-040, filed 9/25/85.]

Reviser's note: The brackets and enclosed material in the text of the above section occurred in the copy filed by the agency and appear herein pursuant to the requirements of RCW 34.08.040.

WAC 180-38-045 Attendance condition upon compliance. It is the public policy of this state, as codified in RCW 28A.31.104, that "[t]he attendance of every . . . [student] in the state . . . shall be conditioned upon the presentation before or on each . . . [student's] first day of attendance at a particular school . . . , of proof of . . . [:] (1) full immunization, (2) the initiation of and compliance with a schedule of immunization, as required by rules of the state board of health, or (3) a certificate of exemption as provided for in RCW 28A.31.106. [See WAC 180-38-040]"

The statutory scheme requires exclusion from school prior to a termination hearing on the implied basis that such students are an immediate and continuing danger to themselves or others—i.e., the constitutional basis for an emergency expulsion from public schools and the exemption from providing a pretermination due process

hearing. [Statutory Authority: RCW 28A.31.118. 85-20-040 (Order 20-85), § 180-38-045, filed 9/25/85.]

Reviser's note: The brackets and enclosed material in the text of the above section occurred in the copy filed by the agency and appear herein pursuant to the requirements of RCW 34.08.040.

WAC 180-38-050 Notice prior to exclusions from school. It is the public policy of this state, as codified in RCW 28A.31.114, that "each school . . . shall provide written notice to the parent(s) or legal guardian(s) of each . . . [student] or to the adult(s) in loco parentis to each . . . [student] who is not in compliance with . . . [the public policy stated in WAC 180-38-045]," prior to the exclusion of such student. [Statutory Authority: RCW 28A.31.118. 85-20-040 (Order 20-85), § 180-38-050, filed 9/25/85.]

Reviser's note: The brackets and enclosed material in the text of the above section occurred in the copy filed by the agency and appear herein pursuant to the requirements of RCW 34.08.040.

WAC 180-38-055 Public schools--Content of written notice. The written notice for public school students shall:

(1) Comply with the emergency expulsion notice requirements of WAC 180-40-300 except that the notice must be received prior to the emergency expulsion of the student.

(2) Advise the appropriate party of the applicable law and provide copies of such laws and implementing rules, including procedural due process rules prescribed by the state board of education for emergency expulsion.

(3) Advise regarding immunization services that are available from or through the local health department and other public agencies.

(4) Order an emergency expulsion of the student from school and state that such order is effective immediately upon receipt of the notice. [Statutory Authority: RCW 28A.31.118. 85-20-040 (Order 20-85), § 180-38-055, filed 9/25/85.]

WAC 180-38-060 Private schools--Content of written notice. The written notice for private school students shall:

(1) Advise the appropriate party of the applicable law and provide copies of such law and implementing rules.

(2) Advise regarding immunization services that are available from or through the local health department or other public agencies.

(3) Order the exclusion of the student from school and state that such order is effective upon receipt of the notice. [Statutory Authority: RCW 28A.31.118. 85-20-040 (Order 20-85), § 180-38-060, filed 9/25/85.]

WAC 180-38-065 Exclusion of students for failure to comply. The chief administrator of each public or private school shall exclude from such school all students who fail to comply with the public policy stated within WAC 180-38-045: *Provided*, That if the chief administrator did not provide written notice as required in WAC 180-38-050 prior to the student's first day of attendance at such school, the emergency expulsion or exclusion

shall be stayed until the notice is received. [Statutory Authority: RCW 28A.31.118. 85-20-040 (Order 20-85), § 180-38-065, filed 9/25/85.]

WAC 180-38-070 Supplementing rules of SPI. Chapter 392-183 WAC contains rules of the superintendent of public instruction which supplement this chapter. [Statutory Authority: RCW 28A.31.118. 85-20-040 (Order 20-85), § 180-38-070, filed 9/25/85.]

Chapter 180-40 WAC PUPILS

WAC

180-40-215	Student rights.
180-40-227	School district rules defining students religious rights.
180-40-245	Short-term suspension—Conditions and limitations.
180-40-260	Long-term suspension—Conditions and limitations.

WAC 180-40-215 Student rights. In addition to other rights established by law, each student served by or in behalf of a common school district shall possess the following substantive rights, and no school district shall limit these rights except for good and sufficient cause:

(1) No student shall be unlawfully denied an equal educational opportunity or be unlawfully discriminated against because of national origin, race, religion, economic status, sex, pregnancy, marital status, previous arrest, previous incarceration, or a physical, mental or sensory handicap.

(2) All students possess the constitutional right to freedom of speech and press, the constitutional right to peaceably assemble and to petition the government and its representatives for a redress of grievances, the constitutional right to the free exercise of religion and to have their schools free from sectarian control or influence, subject to reasonable limitations upon the time, place, and manner of exercising such right.

(3) All students possess the constitutional right to be secure in their persons, papers, and effects against unreasonable searches and seizures.

(4) All students shall have the right to be free from unlawful interference in their pursuit of an education while in the custody of a common school district.

(5) No student shall be deprived of the right to an equal educational opportunity in whole or in part by a school district without due process of law.

The foregoing enumeration of rights shall not be construed to deny or disparage other rights set forth in the constitution and the laws of the state of Washington or the rights retained by the people. [Statutory Authority: RCW 28A.04.132. 85-04-009 (Order 3-85), § 180-40-215, filed 1/25/85; Order 6-77, § 180-40-215, filed 6/2/77, effective 8/1/77.]

WAC 180-40-227 School district rules defining students religious rights. It shall be the responsibility and duty of each school district to adopt policies of the district for implementation of students' rights to freedom of religion and to have their schools free from sectarian control or influence while they are participating in any

school district conducted or sponsored activity or while they are otherwise subject to school district supervision and control. Such rules shall be adopted by December 1, 1985 and shall be transmitted to the superintendent of public instruction by December 10, 1985. [Statutory Authority: RCW 28A.04.132, 85-09-049 (Order 6-85), § 180-40-227, filed 4/16/85; 85-04-009 (Order 3-85), § 180-40-227, filed 1/25/85.]

WAC 180-40-245 Short-term suspension--Conditions and limitations. A short-term suspension may be imposed upon a student for violation of school district rules adopted pursuant to WAC 180-40-225, subject to the following limitations or conditions, the prior informal conference procedures set forth in WAC 180-40-250, and the grievance procedures set forth in WAC 180-40-255:

(1) The nature and circumstances of the violation must be considered and must reasonably warrant a short-term suspension and the length of the suspension imposed. This requirement does not preclude school districts (that is, the boards of directors of school districts) from establishing the nature and extent of the corrective actions and/or punishments which, as a general rule, must be imposed as a consequence of proscribed misconduct. Such advance notice to students is advisable, and the imposition of such preestablished corrective action and/or punishment is permissible as long as (a) disciplinarians and hearing officers are allowed to grant exceptions in cases involving extenuating and/or exceptional circumstances, and (b) short-term suspension is not established as the corrective action or punishment for a student's first time offense other than for offenses involving exceptional misconduct as defined in subsection (2) of this section.

(2) As a general rule, no student shall be suspended for a short term unless another form of corrective action or punishment reasonably calculated to modify his or her conduct has previously been imposed upon the student as a consequence of misconduct of the same nature. A school district may, however, elect to adopt rules providing for the immediate resort to short-term suspension in cases involving exceptional misconduct as long as disciplinarians and hearing officers may grant exceptions in cases involving extenuating and/or exceptional circumstances, notwithstanding the fact prior alternative corrective action or punishment has not been imposed upon the student(s) involved. For the purpose of this rule, "exceptional misconduct" means misconduct other than absenteeism which a school district has judged following consultation with an ad hoc citizens committee to (a) be of such frequent occurrence, notwithstanding past attempts of district personnel to control such misconduct through the use of other forms of corrective action and/or punishment, as to warrant an immediate resort to short-term suspension, and/or (b) be so serious in nature and/or so serious in terms of the disruptive effect upon the operation of the school(s) as to warrant an immediate resort to short-term suspension (for example, misconduct judged by a school district to be the same or of the same nature as a violation of the state's drug or

controlled substances laws). The ad hoc citizens committee required by this section shall be composed of three or more persons chosen by the school district or the administrative designee(s) of the district, and shall be constituted with the intent and purpose of representing various socio economic, minority and majority populations of the school district to the extent deemed practical.

(3) No student subject to compulsory attendance pursuant to chapter 28A.27 RCW, as now or hereafter amended, shall be suspended by reason, in whole or part, of one or more unexcused absences unless the school district has first imposed an alternative corrective action or punishment reasonably calculated to modify his or her conduct and, in addition:

(a) Provided notice to the student's parent(s) or guardian(s) or custodial parent(s) in writing in English or, if different, the primary language of the parent(s), guardian(s) or custodial parent(s) that the student has failed to attend school without valid justification, and by other means reasonably necessary to achieve notice of such fact;

(b) Scheduled a conference or conferences with the parent(s) or guardian(s) or custodial parent(s) and the student at a time and place reasonably convenient to all persons included to analyze the causes for the student's absence, the analysis to determine by appropriate means whether the student should be made a focus of concern for placement in a special education or other special program designed for his/her educational success; and

(c) Taken steps to reduce the student's absence which include, where appropriate in the judgment of local school officials and where possible, discussed with the student, parent(s), guardian(s) or custodial parent(s), adjustments of the student's school program or school or course assignment or assisting the student or parent to obtain supplementary services that might ameliorate the cause(s) for the student's absence from school.

(4) Kindergarten through grade four—No student in grades kindergarten through four shall be subject to short-term suspensions for more than a total of five school days during any single semester or trimester as the case may be, and no loss of academic grades or credit shall be imposed by reason of the suspension of such a student.

(5) Grade five and above program—No student in the grade five and above program shall be subjected to short-term suspensions for more than a total of fifteen school days during any single semester or ten school days during any single trimester, as the case may be.

(6) Any student subject to a short-term suspension shall be provided the opportunity upon his or her return to make up assignments and tests missed by reason of the short-term suspension if:

(a) Such assignments or tests have a substantial effect upon the student's semester or trimester grade or grades, or

(b) Failure to complete such assignments or tests would preclude the student from receiving credit for the course or courses.

(7) Any student who has been suspended shall be allowed to make application for readmission at any time. Each school district board of directors shall adopt written rules which provide for such an application for readmission and set forth the procedures to be followed. [Statutory Authority: RCW 28A.04.132. 85-12-042 (Order 14-85), § 180-40-245, filed 6/5/85. Statutory Authority: 1979 1st ex.s. c 173 and c 201. 79-11-049 (Order 14-79), § 180-40-245, filed 10/16/79; Order 13-77, § 180-40-245, filed 10/18/77; Order 6-77, § 180-40-245, filed 6/2/77, effective 8/1/77.]

WAC 180-40-260 Long-term suspension--Conditions and limitations. A long-term suspension may be imposed upon a student for violation of school district rules adopted pursuant to WAC 180-40-225, subject to the following limitations or conditions and the notice requirements set forth in WAC 180-40-265 and the hearing requirements set forth in WAC 180-40-270:

(1) The nature and circumstances of the violation must be considered and must reasonably warrant a long-term suspension and the length of the suspension imposed. This requirement does not preclude school districts (that is, the boards of directors of school districts) from establishing the nature and extent of the corrective actions and/or punishments which, as a general rule, must be imposed as a consequence of proscribed misconduct. Such advance notice to students is advisable, and the imposition of such preestablished corrective action and/or punishment is permissible as long as (a) disciplinarians and hearing officers are allowed to grant exceptions in cases involving extenuating and/or exceptional circumstances, and (b) long-term suspension is not established as the corrective action or punishment for a student's first time offense other than for offenses involving exceptional misconduct as defined in subsection (2) of this section.

(2) As a general rule, no student shall be suspended for a long term unless another form of corrective action or punishment reasonably calculated to modify his or her conduct has previously been imposed upon the student as a consequence of misconduct of the same nature. A school district may, however, elect to adopt rules providing for the immediate resort to long-term suspension in cases involving exceptional misconduct as long as disciplinarians and hearing officers are allowed to grant exceptions in cases involving extenuating and/or exceptional circumstances, notwithstanding the fact prior alternative corrective action or punishment has not been imposed upon the student(s) involved. For the purpose of this rule, "exceptional misconduct" means misconduct other than absenteeism which a school district has judged following consultation with an ad hoc citizens committee to (a) be of such frequent occurrence, notwithstanding past attempts of district personnel to control such misconduct through the use of other forms of corrective action and/or punishment, as to warrant an immediate resort to long-term suspension, and/or (b) be so serious in nature and/or so serious in terms of the disruptive effect upon the operation of the school(s) as to warrant an immediate resort to long-term suspension

(for example, misconduct judged by a school district to be the same or of the same nature as a violation of the state's drug or controlled substances laws). The ad hoc citizens committee required by this section shall be composed of three or more persons chosen by the school district or the administrative designee(s) of the district, and shall be constituted with the intent and purpose of representing various socio economic, minority and majority populations of the school district to the extent deemed practical.

(3) No student subject to compulsory attendance pursuant to chapter 28A.27 RCW, as now or hereafter amended, shall be suspended by reason, in whole or part, of one or more unexcused absences unless the school district has first imposed an alternative corrective action or punishment reasonably calculated to modify his or her conduct and, in addition:

(a) Provided notice to the student's parent(s) or guardian(s) or custodial parent(s) in writing in English or, if different, the primary language of the parent(s), guardian(s) or custodial parent(s) that the student has failed to attend school without valid justification, and by other means reasonably necessary to achieve notice of such fact;

(b) Scheduled a conference or conferences with the parent(s) or guardian(s) or custodial parent(s) and the student at a time and place reasonably convenient to all persons included to analyze the causes for the student's absence, the analysis to determine by appropriate means whether the student should be made a focus of concern for placement in a special education or other special program designed for his/her educational success; and

(c) Taken steps to reduce the student's absence which include, where appropriate in the judgment of local school officials and, where possible, discussed with the student, parent(s), guardian(s) or custodial parent(s), adjustments of the student's school program or school or course assignment or assisting the student or parent to obtain supplementary services that might ameliorate the cause(s) for the student's absence from school.

(4) Kindergarten through grade four—No student in grades kindergarten through four shall be subject to short-term and long-term suspensions for more than a total of ten school days during any single semester or trimester, as the case may be, and no loss of academic grades or credit shall be imposed by reason of the suspension of such a student.

(5) Grade five and above program—No single long-term suspension shall be imposed upon a student in the grade five and above program in a manner which causes the student to lose academic grades or credit for in excess of one semester or trimester, as the case may be, during the same school year.

(6) Any student who has been suspended shall be allowed to make application for readmission at any time. Each school district board of directors shall adopt written rules which provide for such an application for readmission and set forth the procedures to be followed.

(7) All long-term suspensions and the reasons therefor shall be reported in writing to the superintendent of the school district or his or her designee within twenty-

four hours after the imposition of the suspension. [Statutory Authority: RCW 28A.04.132, 85-12-042 (Order 14-85), § 180-40-260, filed 6/5/85. Statutory Authority: 1979 1st ex.s. c 173 and c 201, 79-11-049 (Order 14-79), § 180-40-260, filed 10/16/79; Order 6-77, § 180-40-260, filed 6/2/77, effective 8/1/77.]

Chapter 180-50 WAC

COURSES OF STUDY AND EQUIVALENCIES

WAC

180-50-010	Repealed.
180-50-020	Repealed.
180-50-030	Repealed.
180-50-040	Repealed.
180-50-050	Repealed.
180-50-070	Repealed.
180-50-100	Authority.
180-50-105	Purposes.
180-50-110	Prospective application of amendments to this chapter.
180-50-115	Mandatory areas of study in the common school.
180-50-120	Washington state history and government requirements.
180-50-125	United States history—High school requirement.
180-50-130	Social studies course—High school requirement.
180-50-135	Physical education—Grade school and high school requirement.
180-50-140	Sex education—Definition—Optional course or subject matter—Excusal of students.
180-50-300	Equivalency course of study—Credit for learning experiences conducted away from school or by persons not employed by the school district.
180-50-310	Equivalency course of study—Credit for correspondence courses and college courses.
180-50-315	Equivalency course of study—Credit for work experience.
180-50-320	Equivalency course of study—National Guard high school career training—Approval procedures.

DISPOSITION OF SECTIONS FORMERLY CODIFIED IN THIS CHAPTER

180-50-010	Washington state history and government. [Order 1-77, § 180-50-010, filed 3/24/77; SBE 48-4-22, 48-4-220 and 48-4-221, filed 3/29/65, effective 4/29/65; Rules filed 6/27/61, effective 7/28/61; Rules (part), filed 3/24/60.] Repealed by 84-21-004 (Order 12-84), filed 10/4/84. Statutory Authority: RCW 28A.04.120 (6) and (8).
180-50-020	United States history and government. [Order 1-77, § 180-50-020, filed 3/24/77; SBE 48-4-23, 48-4-230 and 48-4-231, filed 3/29/65, effective 4/29/65.] Repealed by 84-21-004 (Order 12-84), filed 10/4/84. Statutory Authority: RCW 28A.04.120 (6) and (8).
180-50-030	Contemporary world history, geography and problems—High school requirement. [Order 1-77, § 180-50-030, filed 3/24/77; SBE 48-4-24 and 48-4-241, filed 3/29/65, effective 4/29/65.] Repealed by 84-21-004 (Order 12-84), filed 10/4/84. Statutory Authority: RCW 28A.04.120 (6) and (8).
180-50-040	Study of constitutions. [Order 1-77, § 180-50-040, filed 3/24/77; SBE 48-4-20, filed 3/29/65, effective 4/29/65.] Repealed by 84-21-004 (Order 12-84), filed 10/4/84. Statutory Authority: RCW 28A.04.120 (6) and (8).
180-50-050	Physical education. [Order 1-77, § 180-50-050, filed 3/24/77; SBE 48-4-21, filed 3/29/65, effective 4/29/65.] Repealed by 84-21-004 (Order 12-84), filed 10/4/84. Statutory Authority: RCW 28A.04.120 (6) and (8).

180-50-070 Sex education. [Order 1-77, § 180-50-070, filed 3/24/77; Order 9-69, § 180-50-070, filed 12/5/69.] Repealed by 84-21-004 (Order 12-84), filed 10/4/84. Statutory Authority: RCW 28A.04.120 (6) and (8).

WAC 180-50-010 Repealed. See Disposition Table at beginning of this chapter.

WAC 180-50-020 Repealed. See Disposition Table at beginning of this chapter.

WAC 180-50-030 Repealed. See Disposition Table at beginning of this chapter.

WAC 180-50-040 Repealed. See Disposition Table at beginning of this chapter.

WAC 180-50-050 Repealed. See Disposition Table at beginning of this chapter.

WAC 180-50-070 Repealed. See Disposition Table at beginning of this chapter.

WAC 180-50-100 Authority. The general authority for this chapter is RCW 28A.04.120(6) which authorizes the state board of education to prepare an outline of study for the common schools and RCW 28A.04.120(8) which authorizes the state board of education to adopt rules and regulations to meet the educational needs of students. Where applicable, specific statutory authority is cited within sections of this chapter. [Statutory Authority: RCW 28A.04.120 (6) and (8), 84-21-004 (Order 12-84), § 180-50-100, filed 10/4/84.]

WAC 180-50-105 Purposes. The purposes of this chapter are to:

(1) Implement RCW 28A.04.120 (6) and (8) by prescribing state requirements for a course of study in the common schools;

(2) Implement courses of study specifically required by statutes;

(3) Establish procedural and substantive requirements for the granting of credit for equivalent courses of study which may be in conjunction with or as a substitution for courses of study in common schools. [Statutory Authority: RCW 28A.04.120 (6) and (8), 84-21-004 (Order 12-84), § 180-50-105, filed 10/4/84.]

WAC 180-50-110 Prospective application of amendments to this chapter. Pursuant to WAC 180-51-035, high school students shall be entitled to incorporate into their graduation requirements the provisions of this chapter as written and effective for the applicable year. Amendments to this chapter shall apply prospectively to the school year which commences subsequent to the adoption of amendments. [Statutory Authority: RCW 28A.04.120 (6) and (8), 84-21-004 (Order 12-84), § 180-50-110, filed 10/4/84.]

WAC 180-50-115 Mandatory areas of study in the common school. (1) Pursuant to RCW 28A.05.010 all

school districts shall provide instruction in reading, penmanship, spelling, mathematics, geography, English grammar, physiology, hygiene, and history of the United States.

(2) Pursuant to RCW 28A.05.015, unless instruction in a language other than English will aid the educational advancement of the student, all students shall be taught in English.

(3) Pursuant to RCW 28A.05.070, after July 1, 1986, each school district offering a high school program shall provide a course of study which includes the preparation for uniform college and university entrance requirements as published by the council of postsecondary education.

(4) In addition to the requirements in the above subsections, each such school district shall offer all required courses for a high school diploma as provided in chapter 180-51 WAC and shall provide an opportunity for high school students to take at least one course in the following areas of study:

- (a) Art;
- (b) Career education;
- (c) Computer education;
- (d) Consumer education;
- (e) Economics;
- (f) Environmental education;
- (g) Foreign language;
- (h) Health education;
- (i) Home and family life;
- (j) Music;

(k) Remedial education, including at least, remedial education in reading, language arts, and mathematics.

(5) Districts shall make available to all high school students enrolled therein the areas of study enumerated above either within the district or by alternative means which shall include equivalent education programs set forth in this chapter, interdistrict cooperative programs as permitted by RCW 28A.58.240, and/or the full-time or part-time release of such students to attend nonresident districts pursuant to chapter 392-137 WAC. [Statutory Authority: RCW 28A.04.120 (6) and (8). 84-21-004 (Order 12-84), § 180-50-115, filed 10/4/84.]

WAC 180-50-120 Washington state history and government requirements. (1) Grades 1-6. A one semester course—i.e., 90 (50 minute) hours of instruction—or its equivalent in Washington state history and government shall be required in the common schools in grades one through six.

(2) Grades 7-12. A one semester course—i.e., 90 (50 minute) hours of instruction—or its equivalent in Washington state history and government shall be required in the common schools in grades seven through twelve. Such course shall include a study of the Washington state Constitution. Pursuant to RCW 28A.02.080, 28A.05.050, and 28A.05.060 this course also shall be required for high school graduation unless waived pursuant to WAC 180-51-075. [Statutory Authority: RCW 28A.04.120 (6) and (8) and 28A.05.060. 85-12-037 (Order 13-85), § 180-50-120, filed 6/3/85. Statutory Authority: RCW 28A.04.120 (6) and (8). 85-

04-007 (Order 1-85), § 180-50-120, filed 1/25/85; 84-21-004 (Order 12-84), § 180-50-120, filed 10/4/84.]

WAC 180-50-125 United States history—High school requirement. A one year course—i.e., 180 (50 minute) hours of instruction—or its equivalent in United States history shall be required in the common schools in the high school (grades 9-12) program. Such course shall include a study of the United States Constitution. Pursuant to RCW 28A.02.080, 28A.05.050, and 28A.05.060 this course also shall be required for high school graduation. [Statutory Authority: RCW 28A.04.120 (6) and (8). 84-21-004 (Order 12-84), § 180-50-125, filed 10/4/84.]

WAC 180-50-130 Social studies course—High school requirement. A one year course—i.e., 180 (50 minute) hours of instruction—or its equivalent in contemporary world history, geography and problems and/or specific course in economics, sociology, civics, political science, international relations, or related social studies with emphasis on current problems shall be required in the common schools in the high school (grades 9-12). Pursuant to RCW 28A.05.060 this course also shall be required for high school graduation. [Statutory Authority: RCW 28A.04.120 (6) and (8). 84-21-004 (Order 12-84), § 180-50-130, filed 10/4/84.]

WAC 180-50-135 Physical education—Grade school and high school requirement. (1) Grades 1-8. An average of at least twenty instructional minutes per day per year in physical education shall be required of all pupils in the common schools in the grade school (grades 1-8) program unless waived pursuant to RCW 28A.05.030.

(2) Grades 9-12. A one year course—i.e., 180 (50 minute) hours of instruction—or its equivalent shall be offered in physical education for each grade (grades 9-12) in the high school program. Pursuant to RCW 28A.05.040 and 28A.05.060, two credits in physical education also shall be required for high school graduation unless waived pursuant to RCW 28A.05.040. [Statutory Authority: RCW 28A.04.120 (6) and (8) and 28A.05.060. 85-20-026 (Order 19-85), § 180-50-135, filed 9/24/85. Statutory Authority: RCW 28A.04.120 (6) and (8). 84-21-004 (Order 12-84), § 180-50-135, filed 10/4/84.]

WAC 180-50-140 Sex education—Definition—Optional course or subject matter—Excusal of students. (1) Local option. The decision as to whether or not a program about sex education or human sexuality is to be introduced into the common schools is a matter for determination at the district level by the local school board, the duly elected representatives of the people of the community.

(2) Definition(s).

(a) Sex education for the purpose of this regulation is defined as the study of the anatomy and the physiology of human reproduction.

(b) Human sexuality for the purpose of this regulation is defined as the characteristics or qualities that distinguish between maleness and femaleness. It includes the physiological, psychological, and sociological processes experienced by an individual.

(3) Development of instruction in sex education and human sexuality. School districts shall involve parents and school district community groups in the planning, development, evaluation, and revision of any instruction in sex education and human sexuality offered as a part of the school program.

(4) Excusal of students—Alternative studies. Any parent or legal guardian who wishes to have his/her child excused from any planned instruction in sex education or human sexuality may do so upon filing a written request with the school district board of directors or its designee and the board of directors shall make available the appropriate forms for such requests. Alternative educational opportunities shall be provided for those excused. [Statutory Authority: RCW 28A.04.120 (6) and (8). 84-21-004 (Order 12-84), § 180-50-140, filed 10/4/84.]

WAC 180-50-300 Equivalency course of study—Credit for learning experiences conducted away from school or by persons not employed by the school district. Credit, including high school graduation credit, may be granted for school planned learning experiences primarily conducted away from the facilities owned, operated, or supervised by the district or conducted primarily by individuals not employed by the district. School planned learning experiences such as, but not limited to, travel study, work study, private lessons, and educational programs sponsored by governmental agencies may be accepted for credit upon compliance with procedures established by the district. Rules which permit the granting of credit for such out-of-school learning activities shall be adopted by the district board of directors and shall be available to students, parents, the public, and representatives of the superintendent of public instruction upon request. Such rules shall include at least the following provisions:

(1) A proposal for approval of credit for such learning experiences shall be submitted prior to the experience and shall include at least the following information:

- (a) Name of program;
- (b) Length of time for which approval is desired;
- (c) Objectives of the program;
- (d) Description of how credits shall be determined;
- (e) Content outline of the program and/or major learning activities and instructional materials to be used;
- (f) Description of how student performance will be assessed;

- (g) Qualifications of instructional personnel; and
- (h) Plans for evaluation of program.

(2) The proposal shall be presented to the personnel designated by the district board of directors for review, revision, and approval or disapproval.

(3) The reasons for approval or disapproval shall be communicated to the students, parents, or guardians.

[Statutory Authority: RCW 28A.04.120 (6) and (8). 84-21-004 (Order 12-84), § 180-50-300, filed 10/4/84.]

WAC 180-50-310 Equivalency course of study—Credit for correspondence courses and college courses. Each common school district board of directors shall adopt rules governing the acceptance of correspondence or college courses for credit, including high school graduation credit. Such rules shall limit acceptance to courses from approved schools or institutions and shall be available upon request for review by students, parents, the public, and representatives of the superintendent of public instruction. The following are approved schools:

(1) Schools approved by the National University Extension Association or the National Home Study Council;

(2) Community colleges, vocational-technical institutes, four-year colleges and universities, and approved private schools in Washington state; and

(3) Other schools or institutions which are approved, after evaluation of a particular course offering, by the school district. [Statutory Authority: RCW 28A.04.120 (6) and (8). 84-21-004 (Order 12-84), § 180-50-310, filed 10/4/84.]

WAC 180-50-315 Equivalency course of study—Credit for work experience. School districts may accept work experience training in lieu of either required or elective high school credits if such experience training meets the following standards:

(1) The work program shall be supervised by the school;

(2) The work experience shall be definitely related to the school program of the student;

(3) Credit given for work experience shall represent growth in the student and the type of work done should have definite educational value;

(4) The job in which experience is gained shall provide varied experiences;

(5) A work experience program shall be supplemented by an adequate program of guidance, placement, follow-up and coordination between job and school;

(6) Work experience as a planned part of a school subject may be included in the credit given for that subject;

(7) One credit may be granted for not less than four hundred five hours of work experience related to a student's school program;

(8) A student participating shall be legally employed and must have passed his sixteenth birthday;

(9) An employer's report of the student's work record, indicating satisfactory progress on the job, shall be filed with the school; and

(10) The regular state apprenticeship program, in which the training is worked out cooperatively with the school and meets the standards for high school graduation, is acceptable. [Statutory Authority: RCW 28A.04.120 (6) and (8) and 28A.05.060. 85-12-037 (Order

13-85), § 180-50-315, filed 6/3/85. Statutory Authority: RCW 28A.04.120 (6) and (8). 84-21-004 (Order 12-84), § 180-50-315, filed 10/4/84.]

WAC 180-50-320 Equivalency course of study—National Guard high school career training—Approval procedures. School districts may accept National Guard high school career training in lieu of either required or elective high school credits. Students who are enrolled in such a National Guard program with the approval of the school district of last attendance shall be considered enrolled in such district for state equalization apportionment and other appropriate purposes.

Approval by the district shall be obtained prior to a student's participation in a National Guard career training program as follows:

(1) MIL Form 115 or an equivalent form now or hereafter provided by the National Guard shall be completed and filed with the school district; and

(2) The number of credits toward high school graduation to be granted shall be calculated, agreed upon by the student and an authorized representative of the school district, and such agreement noted on MIL Form 115 or such equivalent form.

Credit toward high school graduation may be granted by the school district upon certification by a National Guard training unit commander on the completion component of MIL Form 115 or such equivalent form that the student has met all program requirements. [Statutory Authority: RCW 28A.04.120 (6) and (8). 84-21-004 (Order 12-84), § 180-50-320, filed 10/4/84.]

Chapter 180-51 WAC

HIGH SCHOOL GRADUATION REQUIREMENTS

WAC	
180-51-005	Authority.
180-51-010	Purpose.
180-51-015	Application of chapter to approved private schools and community colleges.
180-51-020	Additional local standards.
180-51-025	Local application of state requirements.
180-51-030	No high school credit for courses taken prior to admission to ninth grade.
180-51-035	Applicable standards for graduation—Amendments to this chapter.
180-51-040	Copies of graduation requirements for each year.
180-51-045	Notice to students, parents, and guardians.
180-51-050	High school credit—Definition.
180-51-055	Minimum credits for high school graduation.
180-51-060	Minimum subject areas for high school graduation.
180-51-062	Fine, visual, or performing arts requirement.
180-51-065	Sequential requirement for English, mathematics, and science—Exception for transfer students from without the state, for students who fail a required course, and special accommodations.
180-51-070	Laboratory science requirement.
180-51-075	Social studies requirement—Mandatory courses—Equivalencies.
180-51-080	Occupational education requirement.
180-51-085	Physical education requirement—Excuse.
180-51-100	Temporary exemption from 1985 course and credit requirements.
180-51-105	Exceptions to graduation requirements for former educational clinic students.

180-51-110	Equivalency credit for alternative learning experiences, nonhigh school courses, work experience, and challenges.
180-51-115	Procedures for granting high school graduation credits for students with special educational needs.

WAC 180-51-005 Authority. The authority for this chapter is chapter 28A.05 RCW which authorizes the state board of education to establish high school graduation requirements or equivalencies for students who commence the ninth grade subsequent to July 1, 1985. [Statutory Authority: Chapter 28A.05 RCW. 84-11-049 (Order 7-84), § 180-51-005, filed 5/17/84.]

WAC 180-51-010 Purpose. The purpose of this chapter is to establish high school graduation requirements, including policies and procedures for equivalencies, for students who commence the ninth grade subsequent to July 1, 1985. Graduation requirements and policies and procedures for equivalencies for students who commence the ninth grade prior to July 1, 1985, are codified in chapter 180-56 WAC and, pursuant to WAC 180-51-035, shall remain in effect for such students even though such provisions in chapter 180-56 WAC are repealed. [Statutory Authority: Chapter 28A.05 RCW. 84-11-049 (Order 7-84), § 180-51-010, filed 5/17/84.]

WAC 180-51-015 Application of chapter to approved private schools and community colleges. High school diplomas granted by approved private schools and by community colleges shall meet the requirements of this chapter. References in this chapter to the board of directors of a school district shall apply to the governing board of the approved private school or the community college district affected. References within this chapter to school district shall refer to the approved private school or community college district. References within this chapter to high school shall refer to each approved private school or each community college. [Statutory Authority: Chapter 28A.05 RCW. 84-11-049 (Order 7-84), § 180-51-015, filed 5/17/84.]

WAC 180-51-020 Additional local standards. Nothing within this chapter shall preclude the board of directors of any district offering a high school diploma from establishing such additional course, credit, and test requirements as deemed desirable. A district may not adopt any policy which requires enrollment for either (a) a minimum number of semesters or trimesters or (b) a minimum number of courses in a semester or trimester which exceeds the enrollment time or courses necessary for a student to meet established course, credit, and test requirements for high school graduation. [Statutory Authority: Chapter 28A.05 RCW. 84-11-049 (Order 7-84), § 180-51-020, filed 5/17/84.]

WAC 180-51-025 Local application of state requirements. The content of courses and the determination of which courses satisfy particular subject area requirements and whether a particular course may satisfy more than one subject area requirement for different

students shall be determined locally in accordance with rules adopted by boards of directors of districts. [Statutory Authority: Chapter 28A.05 RCW. 84-11-049 (Order 7-84), § 180-51-025, filed 5/17/84.]

WAC 180-51-030 No high school credit for courses taken prior to admission to ninth grade. No high school credit may be granted for any course taken prior to admission to the high school program as a ninth grade student. [Statutory Authority: Chapter 28A.05 RCW. 84-11-049 (Order 7-84), § 180-51-030, filed 5/17/84.]

WAC 180-51-035 Applicable standards for graduation—Amendments to this chapter. A student shall have the right to graduate in accordance with the standards in effect for the school of graduation for any year since such student commenced the ninth grade unless more than ten years has passed since such entry. In such case, the student shall have the right to graduate in accordance with the standards in effect for the school of graduation for any year within the last ten years. All subsequent amendment to this chapter and all subsequent local standards shall apply prospectively to the students who enter the ninth grade subsequent to the amendment. [Statutory Authority: Chapter 28A.05 RCW. 84-11-049 (Order 7-84), § 180-51-035, filed 5/17/84.]

WAC 180-51-040 Copies of graduation requirements for each year. Each high school shall keep on file for student and public inspection a copy of the state board of education rules and regulations regarding high school graduation requirements and procedures for equivalencies applicable for the school year, including the preceding ten years. Any locally adopted high school graduation requirements and procedures for equivalencies shall also be kept on file with such state requirements. Copies of state requirements by year also shall be kept on file in the office of superintendent of public instruction. [Statutory Authority: Chapter 28A.05 RCW. 84-11-049 (Order 7-84), § 180-51-040, filed 5/17/84.]

WAC 180-51-045 Notice to students, parents, and guardians. Commencing with the beginning of the ninth grade and each year thereafter, each high school shall provide each student and his or her parents or guardians with a copy of the high school graduation requirements applicable to each student and a progress report at the close of each school year thereafter of each individual student's progress toward meeting those requirements. If a student is not making normal progress toward such requirements, the high school shall notify the student and parents or guardians of alternative education experiences, including summer school opportunities available in the community, if any, or in close proximity. [Statutory Authority: Chapter 28A.05 RCW. 84-11-049 (Order 7-84), § 180-51-045, filed 5/17/84.]

WAC 180-51-050 High school credit—Definition. As used in this chapter the term "high school credit," the equivalency of one year of study, shall mean:

(1) At the high school level, 180 (50 minute) hours of planned in-school instruction or 9,000 minutes (i.e., 150 hours equal one high school credit);

(2) At the adult education level, 180 (50 minute) hours of planned in-school instruction or 9,000 minutes or, in lieu thereof, 90 (50 minute) hours or more of planned in-school instruction with three hours of planned individual study (homework) substituted for each 50 minute hour of in-school instruction less than 180 (i.e., equal one high school credit); and

(3) At the college or university level, five quarter or three semester hour credits (i.e., equal one high school credit). [Statutory Authority: RCW 28A.05.060. 85-12-041 (Order 12-85), § 180-51-050, filed 6/5/85. Statutory Authority: Chapter 28A.05 RCW. 84-11-049 (Order 7-84), § 180-51-050, filed 5/17/84.]

WAC 180-51-055 Minimum credits for high school graduation. The minimum credits for high school graduation shall be eighteen credits. [Statutory Authority: RCW 28A.05.060. 85-12-041 (Order 12-85), § 180-51-055, filed 6/5/85. Statutory Authority: Chapter 28A.05 RCW. 84-11-049 (Order 7-84), § 180-51-055, filed 5/17/84.]

WAC 180-51-060 Minimum subject areas for high school graduation. The minimum subject areas and credits therein shall be:

SUBJECT	CREDIT
English	3
Mathematics	2
Science	2
Social Studies	2 1/2
United States History and Government (1)	
Washington State History and Government (1/2)*	
Contemporary World History, Geography, and Problems (1)*	
Occupational Education	1
Physical Education	2
*See WAC 180-51-075 for equivalencies.	
Electives	5 1/2
Total	18

The minimum elective credits shall be met by additional courses in the required subject areas, by specific local district requirements, or by any course offered pursuant to WAC 180-50-115. [Statutory Authority: RCW 28A.05.060. 85-12-041 (Order 12-85), § 180-51-060, filed 6/5/85. Statutory Authority: Chapter 28A.05 RCW. 84-11-049 (Order 7-84), § 180-51-060, filed 5/17/84.]

WAC 180-51-062 Fine, visual, or performing arts requirement. Notice is given that section 4, chapter 384, Laws of 1985, has established an additional one credit graduation requirement for students commencing the ninth grade subsequent to July 1, 1987. Students shall fulfill the one credit requirement from fine, visual, or performing arts, any of the subject areas as set forth in RCW 28A.05.060 or any combination thereof. Appropriate amendments to chapter 180-51 WAC will be made prior to July 1, 1987. [Statutory Authority: RCW

28A.05.060. 85-12-041 (Order 12-85), § 180-51-062, filed 6/5/85.]

WAC 180-51-065 Sequential requirement for English, mathematics, and science--Exception for transfer students from without the state, for students who fail a required course, and special accommodations. English, mathematics, and science credit shall not be applied toward the subject area requirements in WAC 180-51-060 at a rate exceeding one credit per year. High schools may make exceptions to this sequential requirement for high school students:

(1) Who transfer from without the state who have already earned five or more credits but who will not be able to make normal progress toward graduation with their class without an exception; or

(2) Who fail a course and jointly enroll in the failed course and another course in the same subject area if such other course does not require the failed course as a prerequisite and the students are not able to make normal progress toward graduation with their class without an exception.

Additional credits in these subjects in excess of the one credit per year rate of accumulation shall be counted toward the minimum state credit requirement or local requirements if applicable.

Special accommodations may be provided for an individual student, or in lieu thereof, exemption from any requirement in this section, if such requirement impedes the student's progress toward graduation and there is a direct relationship between the failure to meet the requirement and the student's ability. [Statutory Authority: RCW 28A.05.060. 85-12-041 (Order 12-85), § 180-51-065, filed 6/5/85. Statutory Authority: Chapter 28A.05 RCW. 84-11-049 (Order 7-84), § 180-51-065, filed 5/17/84.]

WAC 180-51-070 Laboratory science requirement. At least one credit of the two science credits shall be in a laboratory science. [Statutory Authority: RCW 28A.05.060. 85-12-041 (Order 12-85), § 180-51-070, filed 6/5/85. Statutory Authority: Chapter 28A.05 RCW. 84-11-049 (Order 7-84), § 180-51-070, filed 5/17/84.]

WAC 180-51-075 Social studies requirement--Mandatory courses--Equivalencies. The social studies requirement in WAC 180-51-060 shall consist of the following mandatory courses or equivalencies:

(1) Pursuant to the provisions of RCW 28A.02.080, 28A.05.050, and 28A.05.060, one credit shall be required in United States history and government which shall include study of the Constitution of the United States. No other course content may be substituted as an equivalency for this requirement;

(2) Pursuant to the provisions of RCW 28A.02.080, 28A.05.050, and 28A.05.060, one-half credit shall be required in Washington state history and government which shall include study of the Constitution of the state of Washington. The provisions of WAC 180-51-030 notwithstanding, the Washington state history and government course requirement may be fulfilled by students

in grades seven or eight or both. Credits earned in grades seven or eight shall not be applied toward the minimum number of credits required for high school graduation. For students who transfer from without the state, northwest history and government may serve as an equivalent course for Washington state history and government in grades seven through twelve if such course included the study of the Constitution of the state of Washington pursuant to RCW 28A.02.080 or if this statutory requirement is fulfilled through an alternative learning experience. The Washington state history and government requirement for twelfth grade students who transfer from without the state who have or will have earned two credits in social studies at graduation but who will not be able to make normal progress toward graduation with their class without an exception may have this requirement waived by their principal;

(3) Pursuant to the provision of chapter 28A.05 RCW, one credit shall be required in contemporary world history, geography, and problems. Courses in economics, sociology, civics, political science, international relations, or related courses with emphasis on current problems may be accepted as equivalencies. [Statutory Authority: RCW 28A.05.060. 85-12-041 (Order 12-85), § 180-51-075, filed 6/5/85. Statutory Authority: Chapter 28A.05 RCW. 84-11-049 (Order 7-84), § 180-51-075, filed 5/17/84.]

WAC 180-51-080 Occupational education requirement. The one credit occupational education requirement may be met by any approved vocational education course or any course which qualifies as a work skill pursuant to RCW 28A.58.754 (1)(b). [Statutory Authority: RCW 28A.05.060. 85-12-041 (Order 12-85), § 180-51-080, filed 6/5/85. Statutory Authority: Chapter 28A.05 RCW. 84-11-049 (Order 7-84), § 180-51-080, filed 5/17/84.]

WAC 180-51-085 Physical education requirement--Excuse. The two credit physical education requirement shall be met by physical education courses. The content of courses shall be determined locally pursuant to WAC 180-51-025. Students shall be excused from physical education pursuant to RCW 28A.05.040. Such excused students shall be required to substitute equivalency credits in accordance with policies of boards of directors of districts. [Statutory Authority: RCW 28A.05.060. 85-12-041 (Order 12-85), § 180-51-085, filed 6/5/85. Statutory Authority: Chapter 28A.05 RCW. 84-11-049 (Order 7-84), § 180-51-085, filed 5/17/84.]

WAC 180-51-100 Temporary exemption from 1985 course and credit requirements. The board of directors of any school district may petition the state board of education for temporary exemption from the course requirements specified in RCW 28A.05.060:

(1) A delay of one year may be granted if such board states within its petition that the high school affected has fewer than four hundred students and does not have within its staff certified persons qualified to teach the

additional courses required by the 1985 graduation requirements;

(2) A delay of one year may be granted if such board states within its petition that the implementation of the 1985 requirements would be disruptive to the scheduling of classes and the assignment of teachers due to a reorganization of the district's grade configuration from a grade ten through twelve high school program to a grade nine through twelve program;

(3) The state board of education may grant annual exemptions to the definition of an annualized high school credit upon the request of a public or approved private school which offers evidence that delineates content, time, or competency assessments which are substantially equivalent to the definition stated in WAC 180-51-050. [Statutory Authority: RCW 28A.05.060. 85-12-041 (Order 12-85), § 180-51-100, filed 6/5/85. Statutory Authority: Chapter 28A.05 RCW. 84-11-049 (Order 7-84), § 180-51-100, filed 5/17/84.]

WAC 180-51-105 Exceptions to graduation requirements for former educational clinic students. Pursuant to the provisions of RCW 28A.97.030 and chapter 392-184 WAC, the provisions of this chapter are modified in order to provide for the exemptions required by RCW 28A.97.030 for former educational clinic students. [Statutory Authority: Chapter 28A.05 RCW. 84-11-049 (Order 7-84), § 180-51-105, filed 5/17/84.]

WAC 180-51-110 Equivalency credit for alternative learning experiences, nonhigh school courses, work experience, and challenges. The board of directors of a district offering a high school diploma shall adopt rules providing for the granting of high school graduation credit for alternative learning experiences, nonhigh school courses, work experience, and challenges. High school credits may be given for, but not limited to, the following:

(1) Planned learning experiences conducted away from the school under the supervision or with the approval of the school;

(2) Work experience on the basis that four hundred five hours of work experience equals one credit;

(3) National guard high school career training;

(4) Postsecondary courses in accredited colleges and universities;

(5) Courses in accredited or approved vocational-technical institutes;

(6) Correspondence courses from accredited colleges and universities or schools approved by the National University Extension Association or the National Home Study Council;

(7) Other courses offered by any school or institution if specifically approved for credit by the district; and

(8) Credit based on competency testing, in lieu of enrollment or taking specific courses, may be granted by the district. [Statutory Authority: RCW 28A.05.060. 85-12-041 (Order 12-85), § 180-51-110, filed 6/5/85. Statutory Authority: Chapter 28A.05 RCW. 84-11-049 (Order 7-84), § 180-51-110, filed 5/17/84.]

WAC 180-51-115 Procedures for granting high school graduation credits for students with special educational needs. No student shall be denied the opportunity to earn a high school diploma solely because of limitations on the student's ability. The board of directors of districts granting high school diplomas shall develop rules, including procedures, for meeting the unique limitations of each student. Such procedures may provide for:

(1) The extension of time the student remains in school up to and including the school year in which such student reaches twenty-one years of age;

(2) A special education program in accordance with chapter 28A.13 RCW if the student is eligible; and

(3) Special accommodations for individual students, or in lieu thereof, exemption from any requirement in this chapter, if such requirement impedes the student's progress toward graduation and there is a direct relationship between the failure to meet the requirement and the student's limitation. [Statutory Authority: Chapter 28A.05 RCW. 84-11-049 (Order 7-84), § 180-51-115, filed 5/17/84.]

Chapter 180-52 WAC PUPIL PERSONNEL SERVICES

WAC

180-52-040	Repealed.
180-52-045	Repealed.
180-52-050	Repealed.
180-52-055	Repealed.
180-52-060	Repealed.
180-52-065	Repealed.

DISPOSITION OF SECTIONS FORMERLY CODIFIED IN THIS CHAPTER

180-52-040	Purpose. [Statutory Authority: RCW 28A.04.120 and 28A.31.118. 83-16-049 (Order 7-83), § 180-52-040, filed 8/1/83. Statutory Authority: Chapter 28A.31 RCW. 79-11-067 (Order 16-79), § 180-52-040, filed 10/18/79.] Repealed by 85-20-041 (Order 21-85), filed 9/25/85. Statutory Authority: RCW 28A.04.120, 28A.31.118 and chapter 28A.31 RCW.
180-52-045	Definitions. [Statutory Authority: Chapter 28A.31 RCW. 79-11-067 (Order 16-79), § 180-52-045, filed 10/18/79.] Repealed by 85-20-041 (Order 21-85), filed 9/25/85. Statutory Authority: RCW 28A.04.120, 28A.31.118 and chapter 28A.31 RCW.
180-52-050	Determination, order of exclusion and notice. [Statutory Authority: RCW 28A.04.120 and 28A.31.118. 83-16-049 (Order 7-83), § 180-52-050, filed 8/1/83. Statutory Authority: Chapter 28A.31 RCW. 79-11-067 (Order 16-79), § 180-52-050, filed 10/18/79.] Repealed by 85-20-041 (Order 21-85), filed 9/25/85. Statutory Authority: RCW 28A.04.120, 28A.31.118 and chapter 28A.31 RCW.
180-52-055	Right to a hearing—Notice to school official. [Statutory Authority: Chapter 28A.31 RCW. 79-11-067 (Order 16-79), § 180-52-055, filed 10/18/79.] Repealed by 85-20-041 (Order 21-85), filed 9/25/85. Statutory Authority: RCW 28A.04.120, 28A.31.118 and chapter 28A.31 RCW.
180-52-060	Prehearing and hearing rights—Decision and notice thereof. [Statutory Authority: RCW 28A.04.120 and 28A.31.118. 83-16-049 (Order 7-83), § 180-52-060, filed 8/1/83. Statutory Authority: Chapter 28A.31 RCW. 79-11-067 (Order 16-79), § 180-52-060, filed 10/18/79.] Repealed by 85-20-041 (Order 21-

180-52-065 85), filed 9/25/85. Statutory Authority: RCW 28A-.04.120, 28A.31.118 and chapter 28A.31 RCW. Issues to be decided. [Statutory Authority: RCW 28A.04.120 and 28A.31.118. 83-16-049 (Order 7-83), § 180-52-065, filed 8/1/83. Statutory Authority: Chapter 28A.31 RCW. 79-11-067 (Order 16-79), § 180-52-065, filed 10/18/79.] Repealed by 85-20-041 (Order 21-85), filed 9/25/85. Statutory Authority: RCW 28A.04.120, 28A.31.118 and chapter 28A.31 RCW.

WAC 180-52-040 Repealed. See Disposition Table at beginning of this chapter.

WAC 180-52-045 Repealed. See Disposition Table at beginning of this chapter.

WAC 180-52-050 Repealed. See Disposition Table at beginning of this chapter.

WAC 180-52-055 Repealed. See Disposition Table at beginning of this chapter.

WAC 180-52-060 Repealed. See Disposition Table at beginning of this chapter.

WAC 180-52-065 Repealed. See Disposition Table at beginning of this chapter.

Chapter 180-53 WAC

EDUCATIONAL QUALITY—SELF-STUDY BY SCHOOL DISTRICTS

WAC	
180-53-005	Authority.
180-53-010	Purpose.
180-53-020	Self-study schedule.
180-53-025	Self-study criteria.
180-53-030	Elementary school—Joint self-study process.
180-53-035	Initial self-study cycle.
180-53-040	Self-study cycles.
180-53-045	Initial self-study cycle plan—Report to superintendent of public instruction.
180-53-050	Subsequent self-study cycle plan—Report to superintendent of public instruction.
180-53-055	Annual report—To superintendent of public instruction.
180-53-060	Waiver for economic reasons.
180-53-065	Waiver of the initial self-study cycle.

WAC 180-53-005 Authority. The authority for this chapter is RCW 28A.58.— (section 2, chapter 349, Laws of 1985), which authorizes the state board of education to develop rules and regulations governing procedural criteria for a self-study process of educational quality for all public schools within each district. [Statutory Authority: 1985 c 349 § 2. 85-24-055 (Order 22-85), § 180-53-005, filed 12/2/85.]

WAC 180-53-010 Purpose. The purpose of this chapter is to set forth procedural criteria for the implementation of an educational quality self-study process by school districts that places emphasis upon:

- (1) Achieving educational excellence and equity;
- (2) Building stronger links with the community; and

(3) Reaching consensus upon educational expectations through community involvement and corresponding school management. [Statutory Authority: 1985 c 349 § 2. 85-24-055 (Order 22-85), § 180-53-010, filed 12/2/85.]

WAC 180-53-020 Self-study schedule. Each school district board of directors shall develop a schedule and process by which each public school within its jurisdiction shall undertake self-study procedures in compliance with this chapter on a cyclical basis. For the purpose of this section each school district shall determine what constitutes a public school as long as all instructional programs offered by the district, for example, those provided by contractual or cooperative agreements, are included in the self-study process. [Statutory Authority: 1985 c 349 § 2. 85-24-055 (Order 22-85), § 180-53-020, filed 12/2/85.]

WAC 180-53-025 Self-study criteria. The self-study process shall include an emphasis in the following areas:

- (1) The participation of staff, parents, community members, and students where appropriate to their age;
- (2) A comprehensive assessment of the instructional program, staff, services, learning resources, student activities, and facilities; and
- (3) The development of a plan for program improvement.

Public schools that are accredited pursuant to the self-study procedures of the state board of education or the Northwest Association of Schools and Colleges as specified in chapter 180-55 WAC shall be judged to have complied with the criteria stated above. [Statutory Authority: 1985 c 349 § 2. 85-24-055 (Order 22-85), § 180-53-025, filed 12/2/85.]

WAC 180-53-030 Elementary school—Joint self-study process. A school district may allow two or more elementary schools, i.e., containing no grades above grade eight, within its jurisdiction to conduct the self-study process jointly. For the purposes of this section each district board of directors shall determine what constitutes an elementary school. [Statutory Authority: 1985 c 349 § 2. 85-24-055 (Order 22-85), § 180-53-030, filed 12/2/85.]

WAC 180-53-035 Initial self-study cycle. The initial self-study process within each district shall begin by September 1, 1986, and shall be completed for all public schools within the district by the end of the 1990-91 school year unless a waiver has been granted pursuant to WAC 180-53-060 or 180-53-065. [Statutory Authority: 1985 c 349 § 2. 85-24-055 (Order 22-85), § 180-53-035, filed 12/2/85.]

WAC 180-53-040 Self-study cycles. The initial self-study cycle shall be known as cycle 1 and run from the beginning of the 1986-87 school year until the end of the 1990-91 school year. After the initial self-study cycle, cycles of seven years shall follow. For example,

cycle 2 shall begin with the 1991-92 school year and run until the end of the 1997-98 school year, and cycle 3 shall begin with the 1998-99 school year and run until the end of the 2004-2005 school year. [Statutory Authority: 1985 c 349 § 2. 85-24-055 (Order 22-85), § 180-53-040, filed 12/2/85.]

WAC 180-53-045 Initial self-study cycle plan--Report to superintendent of public instruction. Each school district shall report to the superintendent of public instruction by May 31, 1986, a plan for the implementation of a self-study in each public school within the district's jurisdiction for the initial self-study cycle. The report shall include:

- (1) A schedule for self-study;
- (2) Assurance that the self-study criteria specified in WAC 180-53-025 will be implemented;
- (3) Identification of each public school for which the initial self-study cycle is waived pursuant to WAC 180-53-065; and
- (4) Whether a waiver is being requested for economic reasons pursuant to WAC 180-53-060. [Statutory Authority: 1985 c 349 § 2. 85-24-055 (Order 22-85), § 180-53-045, filed 12/2/85.]

WAC 180-53-050 Subsequent self-study cycle plan--Report to superintendent of public instruction. Each school district shall report to the superintendent of public instruction, by May 31 of the final year of a self-study cycle, a plan for the implementation of a self-study in each public school within the district's jurisdiction during the next self-study cycle. The report shall include:

- (1) A schedule for self-study;
- (2) Assurance that the self-study criteria specified in WAC 180-53-025 will be implemented; and
- (3) Whether a waiver is being requested for economic reasons pursuant to WAC 180-53-060. [Statutory Authority: 1985 c 349 § 2. 85-24-055 (Order 22-85), § 180-53-050, filed 12/2/85.]

WAC 180-53-055 Annual report--To superintendent of public instruction. Each district shall annually report to the superintendent of public instruction by May 31 on the scheduling and implementation of the self-study activities in each public school. The report shall contain the following:

- (1) Dates of self-study completion;
- (2) Assurance that the self-study criteria specified in WAC 180-53-025 have been met;
- (3) An indication of the self-study model implemented, for example, the input/standards assessment (WAC 180-55-055), the process/outcome analysis (WAC 180-55-060), the *Evaluative Criteria* published by the National Study of School Evaluation, or district developed procedure; and
- (4) Whether a waiver is being requested for economic reasons pursuant to WAC 180-53-060. [Statutory Authority: 1985 c 349 § 2. 85-24-055 (Order 22-85), § 180-53-055, filed 12/2/85.]

WAC 180-53-060 Waiver for economic reasons. A district may petition the state board of education for a waiver from a self-study cycle for any or all of the schools in its jurisdiction for economic reasons. The state board of education shall grant a waiver if the district in its petition demonstrates that sufficient funds are not available to operate all mandatory instructional programs and to complete the self-study process. Such demonstration shall provide evidence that one or more of the following requirements for entitlement to basic education allocation funds (chapter 180-16 WAC) cannot be met:

- (1) Total program hour offerings—basic skills and work skills (WAC 180-16-200);
- (2) Classroom teacher contact hours (WAC 180-16-205);
- (3) Kindergarten through grade 3 students to classroom teacher ratio (WAC 180-16-210);
- (4) Minimum one hundred eighty school day year (WAC 180-16-215);
- (5) Students to certificated staff ratio (WAC 180-16-220(1)); and
- (6) Adequate provision for health and safety of all pupils (WAC 180-16-240 (2)(g)). [Statutory Authority: 1985 c 349 § 2. 85-24-055 (Order 22-85), § 180-53-060, filed 12/2/85.]

WAC 180-53-065 Waiver of the initial self-study cycle. The initial self-study cycle shall be waived for any school which has successfully completed an official accreditation process or a similar assessment during the 1983-84, 1984-85, or 1985-86 school year. An official accreditation process shall be defined as one sponsored by the state board of education or the northwest association of schools and colleges. To qualify as a similar assessment the self-study process shall meet the purposes specified in WAC 180-53-010 and the self-study criteria specified in WAC 180-53-025. Districts shall indicate which public schools have complied with this section pursuant to WAC 180-53-045. [Statutory Authority: 1985 c 349 § 2. 85-24-055 (Order 22-85), § 180-53-065, filed 12/2/85.]

Chapter 180-55 WAC SCHOOL ACCREDITATION

WAC	
180-55-010	Intent and purposes.
180-55-015	Definitions.
180-55-020	Compliance with requirements for entitlement to basic education allocation funds or approved private school status.
180-55-050	Self-study—Common guidelines.

WAC 180-55-010 Intent and purposes. (1) **Intent.** It is the intent of the state board of education to establish accreditation procedures in which participation by schools is voluntary and by which such procedures:

- (a) Enhance the quality of a school's educational program.

(b) Facilitate a comprehensive self-examination of the school including but not limited to: Program planning, program balance, human and material resources, services and facilities.

(c) Provide means whereby such self-examination may be validated by objective observers.

(d) Promote the subsequent implementation of an effective plan for program improvement.

(e) Provide maximum flexibility to the district and the school by making available different procedures for accreditation.

(f) Provide assurance to the public that students in an accredited elementary school have available a program containing a comprehensive foundation of knowledge and learning skills.

(g) Provide assurance to the public that students in an accredited middle school or junior high school have available a program containing an expanded and reinforced foundation of knowledge and learning skills, a variety of introductory and survey courses that offer exploratory opportunities to meet emerging individual student interests, and a suitable transitional experience designed to provide a bridge from elementary to secondary instructional organization.

(h) Provide assurance to the public that students in an accredited comprehensive secondary school have available a program in which they can prepare for the requirements of higher education and/or occupational opportunities.

(i) Provide assurance to the public that students in accredited vocational skill centers have available a program which, through dual enrollment in a high school and a skill center, provides the student with instruction that leads to a high school diploma granted by the student's cooperating high school and entry level job skills.

(j) Provide assurance to the public that students in accredited vocational-technical institutes have available vocational programs which prepare students for entry level employment, to upgrade the skills and knowledge required to continue or to retrain for job change.

(2) **Purposes.** The provision of school accreditation procedures by the state board of education is designed to serve the following purposes:

(a) Improve the general quality of the educational program at a school.

(b) Promote staff growth and commitment.

(c) Promote improved community awareness of and sensitivity to the school program.

(d) Provide a statement of accountability to the public.

(e) Fulfill such assessment and planning requirements as may exist. [Statutory Authority: RCW 28A.04.120(4). 84-11-050 (Order 8-84), § 180-55-010, filed 5/17/84; 81-08-027 (Order 2-85), § 180-55-010, filed 3/26/81.]

WAC 180-55-015 Definitions. (1) An accredited school is a public or an approved private school that meets all statutory provisions for schools in the state of Washington and all regulations established by the state board of education, and one that has completed either

self-study or standards-only accreditation procedures described by the state superintendent of public instruction pursuant to RCW 28A.04.120(4) and WAC 180-55-005 through 180-55-135.

(2) "Accredited" status shall be assigned to public or approved private schools that:

(a) Complete and meet fully the requirements for self-study accreditation procedures as described in WAC 180-55-040 through 180-55-065, or;

(b) Complete and meet substantially the requirements for standards-only accreditation procedures as described in WAC 180-55-070 through 180-55-135; or

(c) Participate and qualify in accordance with standards and procedures established by the Northwest Association of Schools and Colleges (NWASC).

(3) "Self-study" shall mean an approved comprehensive set of needs-assessment and program improvement plan procedures as described in WAC 180-55-040 through 180-55-065.

(4) "Standards-only" shall mean an appraisal whereby requirements established by the state board of education are applied to an individual school as described in WAC 180-55-070 through 180-55-135.

(5) "Plan for program improvement" shall mean a formal document produced as a result of the self-study procedure for implementation at an accredited school.

(6) "Validation" shall mean an objective, external review of self-study or standards-only activities for the purposes of establishing their correctness, accuracy and thoroughness, and in the case of self-study accreditation procedures, an objective, external review of the plan for program improvement in terms of its feasibility of operation, as described in WAC 180-55-035.

(7) "Northwest Association of Schools and Colleges alternative" shall mean the secondary and vocational-technical institute school accreditation activities provided through school membership in the NWASC and shall be accepted by the state board of education in lieu of state board accreditation procedures as described in WAC 180-55-025 through 180-55-135.

(8) "Approved private school" shall mean a school approved by the state board of education pursuant to chapter 180-90 WAC.

(9) "Vocational-technical institute" shall mean a specialized area nongraded vocational education facility established and operated for the purpose of offering comprehensive courses primarily oriented to the job market area for persons sixteen years of age or older without regard to residence, pursuant to laws and rules and regulations pertaining to the maintenance, operation, and funding of vocational-technical institutes. In applying the provisions of this chapter the terms "school" and "principal" shall mean a vocational-technical institute and director of such institute, respectively. [Statutory Authority: RCW 28A.04.120(4). 84-11-050 (Order 8-84), § 180-55-015, filed 5/17/84; 81-08-027 (Order 2-85), § 180-55-015, filed 3/26/81.]

WAC 180-55-020 Compliance with requirements for entitlement to basic education allocation funds or approved private school status. (1) **Public schools.**

(a) **District compliance.** Certification by the state board of education of compliance by a school district's program pursuant to provisions of "basic education allocation entitlement requirements" or receipt of waiver therefrom (WAC 180-16-191 through 180-16-225) shall be prerequisite to a public school's participation in accreditation activities and to a public school's receipt of any accreditation status from the state board of education. Such requirements hereby are included within the standards upon which accreditation is conditioned.

(b) **School contribution to district compliance with requirements for entitlement to basic education allocation funds.** Each school engaged in the state board of education's accreditation procedures must review the school's contribution to district compliance with such entitlement requirements (WAC 180-16-191 through 180-16-225). Although these entitlement requirements are enforced at the district level rather than at the individual school, the intent of this review shall be to serve the following purposes:

(i) Increase the awareness of and familiarity with such entitlement requirements by staff and community members.

(ii) Identify those instances where district compliance is affected adversely by the school.

(iii) Prepare rationale or proposals for corrective action in such instances.

(c) **Assessment of school compliance with supplemental program standards.** Supplemental program standards (WAC 180-16-240), if unmet, do not affect basic education allocations to the district. At the school level, however, failure to comply with these standards may create an adverse impact on the instructional program. Therefore, each school engaged in the state board of education's accreditation procedures must review the school's compliance with these standards in order to serve the following purposes:

(i) Increase the awareness of and familiarity with supplemental program standards by staff and community members.

(ii) Identify those instances where district compliance is affected adversely by the school.

(iii) Prepare rationale or proposals for corrective action in such instances.

(d) **Vocational-technical institutes--Additional requirement.** Certification by the state board of education of compliance with the program approval provisions of chapter 180-58 WAC shall be conditional to the receipt of accreditation status by a vocational-technical institute.

(2) **Private schools.** Certification by the state board of education of compliance by a private school with the approval requirements of chapter 180-90 WAC shall be prerequisite to a private school's participation in the state board of education's accreditation activities and to a private school's receipt of any accreditation status from the state board of education. Such requirements hereby are included within the standards upon which accreditation is conditioned. [Statutory Authority: RCW 28A.04.120(4), 84-11-050 (Order 8-84), § 180-55-

020, filed 5/17/84; 81-08-027 (Order 2-85), § 180-55-020, filed 3/26/81.]

WAC 180-55-050 Self-study--Common guidelines. Each of the three types of state board of education's self-study accreditation procedures shall include at least the following:

(1) A coordinator generally responsible for the self-study.

(2) A steering committee generally responsible for guiding the self-study.

(3) Planned participation from the following individuals or groups: A district-level administrator, the principal, teachers, parents, and classified employees, and students (secondary only). For a vocational skill center or a vocational-technical institute the following individuals and groups also shall be included: Program supervisors, advisory committee members (industry representatives) and vocational-technical students, if applicable.

(4) The self-study shall be comprehensive in scope, with needs assessments conducted in the following areas: Instructional program, staff, services, materials and resources, and facilities.

(5) The product of the self-study procedure shall be a plan for program improvement which shall set priorities, identify constraints that may affect reaching the desired goals, include an implementation timeline, describe an internal monitoring process, and provide for revisions and periodic updating. [Statutory Authority: RCW 28A.04.120(4), 84-11-050 (Order 8-84), § 180-55-050, filed 5/17/84; 81-08-027 (Order 2-85), § 180-55-050, filed 3/26/81.]

Chapter 180-56 WAC SECONDARY EDUCATION

WAC

180-56-003	Application of WAC 180-50-010 through 180-50-070 and 180-56-006 through 180-56-066—High school graduation requirements for students who commenced the ninth grade prior to July 1, 1985.
180-56-006	Repealed.
180-56-011	Repealed.
180-56-016	Repealed.
180-56-021	Repealed.
180-56-023	Repealed.
180-56-026	Repealed.
180-56-031	Repealed.
180-56-036	Repealed.
180-56-041	Repealed.
180-56-046	Repealed.
180-56-051	Repealed.
180-56-056	Repealed.
180-56-061	Repealed.
180-56-066	Repealed.

DISPOSITION OF SECTIONS FORMERLY CODIFIED IN THIS CHAPTER

180-56-006	Purpose of graduation requirements. [Order 6-76, § 180-56-006, filed 6/1/76.] Repealed by 84-21-005 (Order 13-84), filed 10/4/84. Statutory Authority: RCW 28A.04.120(6), 28A.05.010 and 1984 c 278 § 6.
------------	--

- 180-56-011 School district board of directors to adopt graduation requirements. [Statutory Authority: RCW 28A.04.120. 79-10-034 (Order 11-79), § 180-56-011, filed 9/12/79; Order 6-76, § 180-56-011, filed 6/1/76.] Repealed by 84-21-005 (Order 13-84), filed 10/4/84. Statutory Authority: RCW 28A.04.120(6), 28A.05.010 and 1984 c 278 § 6.
- 180-56-016 Minimum high school graduation requirements. [Order 6-76, § 180-56-016, filed 6/1/76.] Repealed by 84-21-005 (Order 13-84), filed 10/4/84. Statutory Authority: RCW 28A.04.120(6), 28A.05.010 and 1984 c 278 § 6.
- 180-56-021 Required subject areas and credits. [Order 6-76, § 180-56-021, filed 6/1/76.] Repealed by 84-21-005 (Order 13-84), filed 10/4/84. Statutory Authority: RCW 28A.04.120(6), 28A.05.010 and 1984 c 278 § 6.
- 180-56-023 Required subject areas and credits for high school graduation. [Statutory Authority: RCW 28A.04.120(6). 83-13-005 (Order 6-83), § 180-56-023, filed 6/2/83.] Repealed by 84-21-005 (Order 13-84), filed 10/4/84. Statutory Authority: RCW 28A.04.120(6), 28A.05.010 and 1984 c 278 § 6.
- 180-56-026 Areas of study which must be available to students. [Order 6-76, § 180-56-026, filed 6/1/76.] Repealed by 84-21-005 (Order 13-84), filed 10/4/84. Statutory Authority: RCW 28A.04.120(6), 28A.05.010 and 1984 c 278 § 6.
- 180-56-031 Waiver of high school graduation requirements. [Statutory Authority: Chapter 28A.97 RCW. 80-15-062 (Order 12-80), § 180-56-031, filed 10/16/80. Statutory Authority: RCW 28A.04.120. 80-02-147 (Order 3-80), § 180-56-031, filed 2/5/80; Order 6-76, § 180-56-031, filed 6/1/76.] Repealed by 84-21-005 (Order 13-84), filed 10/4/84. Statutory Authority: RCW 28A.04.120(6), 28A.05.010 and 1984 c 278 § 6.
- 180-56-036 Additional high school graduation requirements. [Statutory Authority: RCW 28A.04.120. 79-10-034 (Order 11-79), § 180-56-036, filed 9/12/79; Order 6-76, § 180-56-036, filed 6/1/76.] Repealed by 84-21-005 (Order 13-84), filed 10/4/84. Statutory Authority: RCW 28A.04.120(6), 28A.05.010 and 1984 c 278 § 6.
- 180-56-041 Credit for learning experiences conducted away from school or by persons not employed by the school district. [Order 6-76, § 180-56-041, filed 6/1/76.] Repealed by 84-21-005 (Order 13-84), filed 10/4/84. Statutory Authority: RCW 28A.04.120(6), 28A.05.010 and 1984 c 278 § 6.
- 180-56-046 High school credit for correspondence courses and college courses. [Order 6-76, § 180-56-046, filed 6/1/76.] Repealed by 84-21-005 (Order 13-84), filed 10/4/84. Statutory Authority: RCW 28A.04.120(6), 28A.05.010 and 1984 c 278 § 6.
- 180-56-051 High school credit for work experience. [Order 6-76, § 180-56-051, filed 6/1/76.] Repealed by 84-21-005 (Order 13-84), filed 10/4/84. Statutory Authority: RCW 28A.04.120(6), 28A.05.010 and 1984 c 278 § 6.
- 180-56-056 High school graduation and state apportionment credit—National Guard high school career training—Approval procedures. [Order 6-76, § 180-56-056, filed 6/1/76.] Repealed by 84-21-005 (Order 13-84), filed 10/4/84. Statutory Authority: RCW 28A.04.120(6), 28A.05.010 and 1984 c 278 § 6.
- 180-56-061 High school graduation requirements—Minimum. [Order 6-76, § 180-56-061, filed 6/1/76.] Repealed by 84-21-005 (Order 13-84), filed 10/4/84. Statutory Authority: RCW 28A.04.120(6), 28A.05.010 and 1984 c 278 § 6.
- 180-56-066 High school graduation requirements—Recommendation for additional requirements—For all students who commence the ninth grade prior to July 1, 1977. [Order 6-76, § 180-56-066, filed 6/1/76.] Repealed

by 84-21-005 (Order 13-84), filed 10/4/84. Statutory Authority: RCW 28A.04.120(6), 28A.05.010 and 1984 c 278 § 6.

WAC 180-56-003 Application of WAC 180-50-010 through 180-50-070 and 180-56-006 through 180-56-066—High school graduation requirements for students who commenced the ninth grade prior to July 1, 1985. The provisions of WAC 180-50-010 through 180-50-070, which establish courses of study in the common schools, and the provisions of WAC 180-56-006 through 180-56-066, which establish high school graduation requirements for students in common schools, approved private schools, and community colleges, apply to students who commenced the ninth grade prior to July 1, 1985. In accordance with WAC 180-51-035 such provisions remain applicable and in effect for such students for a maximum of ten years even though such regulations have been repealed. Copies of such repealed regulations are available from the office of superintendent of public instruction. [Statutory Authority: RCW 28A.04.120(6), 28A.05.010 and 1984 c 278 § 6. 84-21-005 (Order 13-84), § 180-56-003, filed 10/4/84.]

WAC 180-56-006 Repealed. See Disposition Table at beginning of this chapter.

WAC 180-56-011 Repealed. See Disposition Table at beginning of this chapter.

WAC 180-56-016 Repealed. See Disposition Table at beginning of this chapter.

WAC 180-56-021 Repealed. See Disposition Table at beginning of this chapter.

WAC 180-56-023 Repealed. See Disposition Table at beginning of this chapter.

WAC 180-56-026 Repealed. See Disposition Table at beginning of this chapter.

WAC 180-56-031 Repealed. See Disposition Table at beginning of this chapter.

WAC 180-56-036 Repealed. See Disposition Table at beginning of this chapter.

WAC 180-56-041 Repealed. See Disposition Table at beginning of this chapter.

WAC 180-56-046 Repealed. See Disposition Table at beginning of this chapter.

WAC 180-56-051 Repealed. See Disposition Table at beginning of this chapter.

WAC 180-56-056 Repealed. See Disposition Table at beginning of this chapter.

WAC 180-56-061 Repealed. See Disposition Table at beginning of this chapter.

WAC 180-56-066 Repealed. See Disposition Table at beginning of this chapter.

Chapter 180-57 WAC

SECONDARY EDUCATION--STANDARDIZED HIGH SCHOOL TRANSCRIPT

WAC

180-57-005	Authority.
180-57-010	Purposes.
180-57-020	Definition--High school.
180-57-030	Definition--Standardized high school transcript.
180-57-040	Definitions--Credits and hours.
180-57-050	Definition--Marking system.
180-57-055	Definition--Grade point average.
180-57-060	Use at district level.
180-57-065	School of record.
180-57-070	Mandatory high school transcript contents--Items.
180-57-080	School profile.
180-57-090	Requirement to inform students.
180-57-100	Transcript release procedures.
180-57-110	Standardized transcript forms.

WAC 180-57-005 Authority. The authority for this chapter is RCW 28A.04.155 which authorizes the state board of education to develop a standardized high school transcript and to establish definitions for credits and hours for use by all common school districts. [Statutory Authority: RCW 28A.04.155. 85-01-017 (Order 18-84), § 180-57-005, filed 12/10/84.]

WAC 180-57-010 Purposes. The purposes of this chapter are:

- (1) To establish standardized criteria for high school transcripts issued by all common school districts; and
- (2) To establish definitions for credits, hours, and marking system so that common school district high school transcripts are standardized. [Statutory Authority: RCW 28A.04.155. 85-01-017 (Order 18-84), § 180-57-010, filed 12/10/84.]

WAC 180-57-020 Definition--High school. As used in this chapter, the term "high school" shall mean all courses taken in the common school commencing with grade nine. [Statutory Authority: RCW 28A.04.155. 85-01-017 (Order 18-84), § 180-57-020, filed 12/10/84.]

WAC 180-57-030 Definition--Standardized high school transcript. As used in this chapter, "standardized high school transcript" shall mean the standardized content specified in WAC 180-57-070. Such transcript usually is completed by the student's graduation from the twelfth grade but may extend for some students through the school year in which the student becomes twenty-one years of age. [Statutory Authority: RCW 28A.04.155. 85-01-017 (Order 18-84), § 180-57-030, filed 12/10/84.]

WAC 180-57-040 Definitions--Credits and hours. As used in this chapter, "credit" and "hour" shall mean the same as defined in WAC 180-51-050. [Statutory

Authority: RCW 28A.04.155. 85-01-017 (Order 18-84), § 180-57-040, filed 12/10/84.]

WAC 180-57-050 Definition--Marking system. The standardized high school transcript shall be based on a marking/grading system that reports the marks/grades earned by students in courses as follows:

(1) A	=	4.0
(2) A-	=	3.7
(3) B+	=	3.3
(4) B	=	3.0
(5) B-	=	2.7
(6) C+	=	2.3
(7) C	=	2.0
(8) C-	=	1.7
(9) D+	=	1.3
(10) D	=	1.0
(11) E or F	=	0.0

The minimal passing mark/grade is D = 1.0. Pass/fail, credit/no credit, and satisfactory/unsatisfactory marks may also be used; however, notwithstanding the provisions of WAC 180-57-055, these nonnumerical marks/grades shall be clearly identified and excluded from the calculation of grade point average. [Statutory Authority: RCW 28A.04.155. 85-01-017 (Order 18-84), § 180-57-050, filed 12/10/84.]

WAC 180-57-055 Definition--Grade point average. Each student's "grade point average" shall be the sum of the point values, as defined in WAC 180-57-050, of all the marks/grades received for all courses attempted divided by the sum of the credits for all courses attempted. The grade point value shall be calculated by multiplying the numerical value of the mark/grade earned by the number of credits assigned to the course. Except as provided in WAC 180-57-050, all marks/grades for all courses taken shall be included in the calculation of grade point averages. Grade point averages shall be calculated to two decimal places and reported for each trimester/semester or other term and for the cumulative credits earned for all courses attempted in high school. [Statutory Authority: RCW 28A.04.155. 85-01-017 (Order 18-84), § 180-57-055, filed 12/10/84.]

WAC 180-57-060 Use at district level. All common school districts shall use the standardized high school transcript and the definitions of "credits," "hours," and "marking system" as specified in this chapter. The standardized high school transcript shall be used as an official record for students who commence grade nine subsequent to July 1, 1986. [Statutory Authority: RCW 28A.04.155. 85-01-017 (Order 18-84), § 180-57-060, filed 12/10/84.]

WAC 180-57-065 School of record. The school of record shall be that school in which the student was most recently enrolled or is currently enrolled whichever is applicable. The school of record shall be responsible for incorporating into the student's standardized transcript the information specified in WAC 180-57-070(8)

from all previous high schools in which the student was enrolled. [Statutory Authority: RCW 28A.04.155. 85-01-017 (Order 18-84), § 180-57-065, filed 12/10/84.]

WAC 180-57-070 Mandatory high school transcript contents--Items. The standardized high school transcript shall contain only the following information:

(1) The student's name (last name, first name, and middle names or middle initials);

(2) The student's current address, address at graduation, or address at withdrawal from school (street, city, state, zip code);

(3) The student's birth date and sex;

(4) The student's identification number (if applicable);

(5) The school's name;

(6) The school's address (street, city, state, zip code, and telephone number);

(7) The dates of the student's entry, reentry, withdrawal, and graduation (if applicable) related to the school issuing the transcript;

(8) The student's academic history for high school (grade level and date of course completion, course titles, marks/grades earned as defined in WAC 180-57-050, credits attempted as defined in WAC 180-57-040, and grade point average as defined in WAC 180-57-055);

(9) The name and address of parent(s) or guardian(s) (street, city, state, zip code) if such information is available;

(10) A list of previous high schools attended (school name, address, city, state, and month and year of entrance and exit); and

(11) The signature and/or seal of the authorized school official (name, title, and date). [Statutory Authority: RCW 28A.04.155. 85-01-017 (Order 18-84), § 180-57-070, filed 12/10/84.]

WAC 180-57-080 School profile. Each school may develop a school profile to be distributed with the standardized transcript. This profile may include school characteristics such as accreditation status, school motto, school size, grades served, staff size and training, school graduation requirements, special curriculum features, and community information. The school profile may be distributed without the student's consent. [Statutory Authority: RCW 28A.04.155. 85-01-017 (Order 18-84), § 180-57-080, filed 12/10/84.]

WAC 180-57-090 Requirement to inform students. Common school districts shall inform annually all high school students that prospective employers may request to see transcripts and that the student's decision to release transcripts can be an important part of the process of applying for employment. [Statutory Authority: RCW 28A.04.155. 85-01-017 (Order 18-84), § 180-57-090, filed 12/10/84.]

WAC 180-57-100 Transcript release procedures. All common school districts shall adopt written procedures for the release of official student transcripts. Such procedures shall recognize the limited exception to the

release of transcripts provided in RCW 28A.87.120 and shall provide that student transcripts are released to persons other than the student or the student's parents or guardians only upon the written authorization of the student or the student's parents or guardians, whichever is applicable, or as set forth in the Family Educational Rights and Privacy Act of 1974 and subsequent amendments. Except as provided in RCW 28A.87.120, all common school districts shall provide or make available to students upon request complete copies of their high school transcripts, with graduation noted thereon, within forty-five calendar days following the student's graduation from high school. [Statutory Authority: RCW 28A.04.155. 85-01-017 (Order 18-84), § 180-57-100, filed 12/10/84.]

WAC 180-57-110 Standardized transcript forms. The superintendent of public instruction shall make available to school districts standardized transcript forms that include the content specified in WAC 180-57-070. [Statutory Authority: RCW 28A.04.155. 85-01-017 (Order 18-84), § 180-57-110, filed 12/10/84.]

Chapter 180-72 WAC ADULT EDUCATION

WAC

180-72-045 Authority--Regulatory provisions recognize intent of specific acts.

180-72-065 Community college high school diploma programs.

WAC 180-72-045 Authority--Regulatory provisions recognize intent of specific acts. The policies, rules and regulations hereinafter in WAC 180-72-050 through 180-72-075 set forth recognize the intent of (1) chapter 28B.50 RCW to (a) place major responsibility for adult education in the community colleges, (b) provide for the conduct of adult education programs by the common schools under arrangements between the appropriate community college and common school district, (c) permit the issuance of high school diplomas by the community colleges under rules and regulations promulgated by the superintendent of public instruction and the state board of education, and (d) provide for the administration of certain federally supported adult education programs by the superintendent of public instruction in cooperation with the state director of community colleges; (2) RCW 28A.58.240 to permit boards of directors of common school districts to make arrangements with adults wishing to attend school; and (3) chapter 28A.05 RCW which provides that the state board of education shall prescribe course requirements for high school completion. [Statutory Authority: RCW 28B.50-.535. 84-21-006 (Order 14-84), § 180-72-045, filed 10/4/84; Order 5-70, § 180-72-045, filed 4/28/70.]

WAC 180-72-065 Community college high school diploma programs. (1) **Minimum requirements for high school diploma.** The minimum requirements and procedures for the issuance of a high school diploma by or

through a community college district shall be as prescribed by the state board of education in this section and chapters 180-51 and 180-56 WAC.

(2) **Provisions governing program for persons eighteen years of age and over.** (a) The appropriate school district or community college education official shall evaluate the previous educational records of the student and may provide evaluative testing to determine the student's educational level and shall recommend an appropriate course or courses of study upon the successful completion of which the student will be eligible for the high school diploma.

(b) Satisfaction of minimum course requirements may be met by one or more of the following methods—actual completion of courses regularly conducted in high school, vocational-technical institute and/or community college; approved correspondence or extension courses; supervised independent study; or testing in specific subject areas.

(c) The appropriate education official shall exercise reasonable judgment in appraising the educational experience of the student either in or out of a formal school program to determine the degree to which the student has satisfied the minimum credit requirements for completion of the high school program. Consideration may be given to work experience, vocational training, civic responsibilities discharged by the adult and other evidences of educational attainment.

(d) A high school diploma shall be granted to each individual who satisfactorily meets the requirements for high school completion herein and hereinbefore in subsection (1) set forth, the said diploma to be issued by the appropriate school district or community college: *Provided*, That in the event the school district and the community college are unable to agree as to which educational agency shall issue the said diploma, the superintendent of public instruction shall make the decision and designate the issuing agency. Records of diplomas issued under the provisions of this subsection shall be maintained by the issuing agency.

(3) **Provisions governing program for persons under eighteen years of age.** (a) The high school principal shall evaluate the previous educational record of the individual and prior to his enrollment in courses and in cooperation with the appropriate education official of a community college or vocational-technical institute shall approve the program of studies leading to the high school diploma.

(b) The student must be assigned a program supervisor.

(c) Satisfaction of the minimum credit requirements may be met by one or more of the following methods—actual completion of courses regularly conducted in high school, vocational-technical institute and/or community college; approved correspondence or extension courses; or approved supervised independent study.

(d) The school district shall grant the regular high school diploma or certificate of graduation to each individual who satisfactorily meets the requirements for high school completion herein and hereinbefore in subsection

(1) set forth: *Provided*, That the school district may delegate the responsibility for granting such a diploma or certificate to the appropriate community college or vocational-technical institute. Records of diplomas issued under provisions of this subsection shall be maintained by the issuing agency.

(4) Each fiscal year each community college district shall file a statistical report with the state board of education and with the review committee established by the subsection. The statistical report shall consist of, but not be restricted to, the number of high school diplomas issued for that fiscal year with subdivisions indicating students under eighteen years of age, over eighteen years of age, and those diplomas issued through special authorities such as PREP. Additional reports may be filed by the committee established herein with the state board of education and with the local board of trustees of the community college district. The form and content of these additional reports shall be determined by the state superintendent of public instruction after consultation with the director of the office of the state board for community college education.

A review committee shall be established in each community college district composed of professional educators working within that district. The superintendent of public instruction shall appoint one superintendent, one high school principal, one high school counselor, and one high school teacher to serve on such committee. The president of the community college district may appoint one adult educator to serve on the committee.

This committee shall meet at the direction of the superintendent of public instruction for the purpose of reviewing not more than once each year the high school diploma program at the community college in relationship to its compliance with high school diploma requirements established in chapters 180-51, 180-56 and 180-72 WAC. After each review, the committee shall prepare and submit an oral and written report to the board of trustees of the college district and a written report to the state board of education which sets forth the committee's findings and suggestions for any improvements in the program deemed necessary or advisable.

The individual members of the review committee, who are employees of a school district may request from the community college district reimbursement for travel and expenses at such rates and for such purposes as are allowed state employees by law and rules of the office of program planning and fiscal management. The superintendent of public instruction may reimburse for substitutes required in connection with teacher members of the committee as provided by law.

(5) Any high school graduation diploma issued by or through a community college district shall certify that the diploma is issued in compliance with high school graduation requirements established by the state board of education and procedures established by the superintendent of public instruction. [Statutory Authority: RCW 28B.50.535. 84-21-006 (Order 14-84), § 180-72-065, filed 10/4/84; Order 9-76, § 180-72-065, filed 7/19/76; Order 5-70, § 180-72-065, filed 4/28/70.]

Chapter 180-75 WAC
GENERAL CERTIFICATION PROVISIONS

WAC

180-75-065 Fee for certification.

WAC 180-75-065 Fee for certification. (1) In accordance with provisions of RCW 28A.70.110 and 28A.71.100, the fee for certificates which are valid for more than one year, issued by authority of the state of Washington and authorizing the holder to serve in the common schools of the state, shall be as follows:

- (a) The continuing certificate is seventy dollars;
- (b) The reinstatement, additional endorsement on the certificate, duplicate certificates, and certificates issued for the purpose of showing a name change is fifteen dollars; and
- (c) Any other certificate or credential or any renewal thereof shall be five dollars for each year of validity;
- (d) *Provided*, That the fee for all vocational certificates shall be one dollar.

(2) The fee for any other certificate/credential, or for any renewal thereof, issued by the authority of the state of Washington and authorizing the holder to serve in the common schools of the state, shall be five dollars.

(3) Officials authorized to collect certification fees are educational service district superintendents, local school district superintendents, deans and directors of education at colleges and universities, and designees of program units. The fee must accompany the application for a certificate and shall be transmitted by the receiving district, college or university, or program unit designee at least quarterly to the educational service district within which the application is filed for disposition in accordance with provisions of RCW 28A.70.110. The fee shall not be refunded unless the application is withdrawn before it is finally considered (i.e., the issuance of a certificate or a written communication denying such issuance) by the superintendent of public instruction or his or her designee. Moneys accrued from certification fees within the boundaries of an educational service district shall be divided in the following manner:

(a) Local school districts employing more than one hundred teachers and other professional staff and collecting certification fees may retain one dollar of each fee in order to hold a professional training institute. If such district does not hold an institute all such moneys shall be placed to the credit of the educational service district.

(b) No less than fifty percent of the funds accruing within the boundaries of an educational service district shall be used to support program activities related to state-wide precertification professional preparation and evaluation.

(c) The remaining funds shall be used to support professional inservice training programs and evaluations thereof. [Statutory Authority: RCW 28A.04.120. 85-16-020 (Order 15-85), § 180-75-065, filed 7/29/85; 85-01-015 (Order 16-84), § 180-75-065, filed 12/10/84. Statutory Authority: RCW 28A.04.120 (1), (2) and (3). 80-06-129 (Order 8-80), § 180-75-065,

filed 6/2/80. Statutory Authority: RCW 28A.04.120, chapters 28A.70 and 28A.93 RCW. 78-09-095 (Order 10-78), § 180-75-065, filed 9/1/78.]

Chapter 180-78 WAC
PROFESSIONAL PREPARATION PROGRAM
DEVELOPMENT AND APPROVAL

WAC

180-78-050 Program approval standards and criteria.

WAC 180-78-050 Program approval standards and criteria. (1) Cooperation.

(a) Standard: Programs of preparation are developed with the cooperation of a program unit.

(b) Criteria:

(i) Documentation provides evidence acceptable to the site visit team and the state board of education that:

(A) The chief administrative officer of each agency was contacted and appointed a representative to the program unit whose authority to act in behalf of the agency is stated in writing; or

(B) A recommendation was forwarded to the superintendent of public instruction for comment and then to the state board of education signed by the chief administrative officers of each agency requesting that an exception be made to this program approval standard; documentation sets forth the reasons for the request; and documentation verifies that the exception was granted by the state board of education.

(ii) Bylaws or operating procedures have been written, adopted and implemented.

(iii) Meetings of the program unit, its subcommittees and/or task forces are held on a regular basis and minutes of activities and actions are maintained.

(iv) A college or university coordinates cooperation, involvement, and activities among agencies in the program unit under a written procedure explaining how each agency gains input.

(v) Governing boards of agencies which participate in the program unit contribute human and material resources to the program as feasible.

(2) Program management.

(a) Standard: Responsibilities are clearly assigned to individuals, groups, and/or committees for program development, implementation, and evaluation.

(b) Criteria:

(i) The college or university shall notify the state board of education and the superintendent of public instruction of the formation of a program unit; the membership; the specialization, subject matter, and/or grade level focus of the proposed programs; and its timeline for program development.

(ii) Responsibilities are assigned for selection; advising and counseling; maintaining records regarding the student's program and progress; supervision and evaluation of candidates; and verifying that certification requirements have been met and the preparation program has been completed.

(iii) Persons who will instruct, evaluate, or supervise candidates are identified; descriptions of their roles, responsibilities, and loads are written; and their activities are consistent with the written role description.

(iv) Documentation contains a written explanation of policy-making, program development, and program management processes and responsibilities.

(v) Review of certification records verifies that the records are accurate.

(vi) The need for any new program, new program emphasis, or certificate endorsement is established and evidence of need exists including statistics relative to supply and demand; professional development needs of individuals or the education community; new curriculum or instructional directions in the common schools; and changes in enrollments and staffing ratios and patterns.

(vii) A schedule and outline have been completed relative to development and implementation of the program; decision-making points are identified; and individuals, agencies, or committees responsible for such tasks and decisions are specified.

(viii) Data are collected and available relative to the effectiveness of the management system, including identification of problem areas and procedural elements.

(ix) Responsibility for reporting program changes to the superintendent of public instruction and state board of education is assigned.

(3) Program outcomes.

(a) Standard: At a minimum the program includes academic and experience requirements set forth in chapter 180-79 WAC for the respective role(s) and specifies in writing the knowledges and skills the person will possess and demonstrate when he or she completes the program, including the state board of education minimum generic standards.

(b) Criteria:

(i) All minimum generic standards for certification established by the state board of education are addressed in learning experiences and are included among the program outcomes. A relationship exists between field and didactic learning experiences and program outcomes.

(ii) Relevant standards of the national association of state directors of teacher education and certification, the national council for accreditation of teacher education and/or standards of specialized associations and scholarly societies are referred to as guides in identifying program outcomes: *Provided*, That the superintendent of public instruction or his or her designee shall present to the state board of education for approval any standards of specialized associations and scholarly societies which will be used to supplement the standards set forth herein for assessment of program outcomes.

(iii) Degrees of proficiency required for program outcomes are clearly differentiated between the initial and continuing certificate levels.

(iv) Faculty, students and field supervisors know the program outcomes required of candidates.

(v) Program outcomes are stated in terms which make evaluation by supervisors and instructors possible.

(vi) Knowledge and skills related to continuing education and professional development are included in program outcomes.

(vii) All courses or offerings applicable to certification delivered off-campus meet the "state board of education standards for off-campus courses/offerings in education" adopted by the state board of education.

(4) Selection and retention.

(a) Standard: Criteria and requirements to be used in selecting candidates for admission to the preparation program are explicit and practices relevant to retention of candidates are specified.

(b) Criteria:

(i) Selection criteria and the process used to screen and admit candidates are written.

(ii) Selection criteria are relevant to attainment of program outcomes.

(iii) A clearly written process exists for counseling and advising students about supply and demand; progress and retention in the program; and supervision and evaluation relative to academic, experience and generic standards.

(iv) Selection and retention procedures and criteria do not discriminate on the basis of race, ethnic group, sex, age, handicapping conditions, color or religion.

(v) Specific standards exist relative to retention in the program.

(vi) Written procedures exist for appeal of decisions within the college or university relative to admission or retention in the program.

(vii) Admission requirements to the professional preparation programs shall include a minimum college and/or university grade point average; evidence that the candidate is competent in the basic skills required for oral and written communication and computation; and a minimum composite standard score of eighty on the verbal and quantitative subtests of the Washington Pre-College (WPC) test or an equivalent standard score on the comparable portions of the Scholastic Aptitude Test (SAT) or American College Test (ACT). Equivalent standard scores shall be determined annually by the superintendent of public instruction and affected agencies shall be notified in official bulletins of the agency.

(viii) The program identifies the specific requirements which shall pertain for purposes of renewal of the initial certificate.

(5) Individualization.

(a) Standard: Programs recognize individual differences in terms of learner rate and style. Alternative learning experiences appropriate to such differences are available.

(b) Criteria:

(i) Procedures for assessing individual assets and needs are clearly defined.

(ii) Opportunities for planning alternate preparation experiences are available to students.

(iii) Learning experiences are designed to provide for social-cultural-economic differences among candidates.

(iv) Appropriate individualized learning opportunities are provided to those students identified as possessing

special assets and needs as determined through a variety of assessment procedures.

(v) Individual differences in learning style are recognized and as feasible alternative learning opportunities are provided.

(vi) When appropriate and feasible, learning opportunities provide for differences in learning rate by variations in training time.

(6) Field experience.

(a) Standard: Field experiences are provided as required in WAC 180-79-115, 180-79-120, and 180-79-125 and are designed to correlate with specified program outcomes.

(b) Criteria:

(i) A sequence of field experiences is offered in the preparation program including opportunities for observation, tutoring, micro-teaching and extended practicum, student teaching, and/or internship experiences in educational settings.

(ii) Appropriate clinical and laboratory experiences are available to persons being prepared in specializations requiring practice under supervision in settings in addition to educational settings.

(iii) Written agreements exist between the college or university and the field sites which specify the role of agencies and the responsibilities and contributions each will make to the field program.

(iv) Field experiences provide opportunities for candidates to observe and participate in educational settings having varied organizational structures, ethnic populations, age groups, socio-economic characteristics, and curricular and instructional programs.

(v) Field experiences are designed to address the minimum generic standards established by the state board of education and to integrate theory and practice.

(vi) Criteria for selecting sites and for selecting field personnel are specified.

(vii) Criteria and procedures to be used in assigning students to field settings are identified; provisions are made for changes in assignments in circumstances where problems exist.

(viii) The responsibilities and authority of college supervisors and field personnel are specified in writing in relation to instruction, observation, evaluation, and grading.

(ix) Written materials are provided to field personnel which make explicitly their responsibilities and the program outcomes to be experienced, demonstrated, and evaluated in the field setting.

(x) Field personnel serving as supervisors are oriented to their responsibilities, and training is provided to assist them in implementing and evaluating those elements of the program for which they share responsibility with the college or university supervisors.

(xi) College or university supervisors have scheduled contact and communication with field personnel.

(7) Supervision.

(a) Standard: Provision exists in the program for on-going evaluation and for constructive supervision emphasizing the developmental nature of the preparation process.

(b) Criteria:

(i) A schedule exists which ensures that each candidate receives regular assessment and feedback relative to knowledge, skill, and performance.

(ii) Results of assessment and evaluation are used as a basis for developing further didactic, field, and/or clinical experiences.

(iii) Criteria exist and are used for selecting field personnel and college or university personnel who will provide supervision; criteria include knowledge, skill and experience requirements.

(iv) Orientation and training are offered for all supervisory personnel including college and university supervisors.

(v) Records of observations, evaluations, and suggested learning experiences are maintained for each student in the preparation program.

(vi) College personnel providing supervision of field experiences and instructing techniques and methods courses have had experience in an educational setting in grades K-12.

(8) Options.

(a) Standard: Program units are encouraged to employ alternative methods for developing programs and implementing professional preparation.

(b) Criteria:

(i) Documentation shall identify unique features or approaches used in implementing program principles or meeting program approval standards and provide a rationale for variation in the latter instance.

(ii) Innovative and experimental programs or program components are based on validated research and theory.

(iii) Alternative approaches are appropriate to institutional and program characteristics and program emphases and objectives.

(9) Resources.

(a) Standard: Resources are of the quantity and quality necessary for meetings of the program unit and for implementation of the program as approved by the state board of education.

(b) Criteria:

(i) Documentation shall specify activities of the program unit and the availability of resources to support those activities. Documentation shall also specify elements of the program which require resources and resources available for specific needs.

(ii) Documentation and data relevant to funding, personnel, facilities, material, and equipment are available for review.

(iii) Member agencies in the program unit have set forth in writing the real and/or in-kind resource contributions they are making to the program unit or program.

(iv) A budget document exists detailing budgetary information pertinent to the program unit and the program.

(v) Faculty members and field personnel who supervise and instruct in the program have the appropriate academic preparation and experience in the fields of study for which they are responsible and which are essential to implementation of the program.

(vi) Learning resources reflect breadth and depth in selection of journals, books, curriculum and materials and are evaluated periodically using model listings and guidelines of professional organizations.

(vii) The program administrator is allowed the necessary time as part of his or her load to fulfill program responsibilities.

(10) Research and evaluation.

(a) Standard: The preparation program is based on study and research; ongoing program evaluation; and follow-up assessment of the persons prepared.

(b) Criteria:

(i) Specific individuals are assigned responsibility for program evaluation, research, and follow-up.

(ii) A systematic procedure is established for program evaluation and for follow-up studies of graduates.

(iii) A systematic process exists for gaining from instructors, supervisors, students, and field personnel evaluative information and data about the program and its outcomes.

(iv) Placement records are maintained and annual summaries are prepared.

(v) Data are analyzed and studied for the purposes of determining program needs.

(vi) Data generated from research or follow-up studies are used in program revision and redesign. [Statutory Authority: RCW 28A.04.120. 85-04-010 (Order 4-85), § 180-78-050, filed 1/25/85. Statutory Authority: RCW 28A.04.120 and 28A.70.005. 81-12-024 (Order 6-81), § 180-78-050, filed 6/1/81. Statutory Authority: RCW 28A.04.120(1), (2), and (3). 79-06-050 (Order 6-79), § 180-78-050, filed 5/22/79. Statutory Authority: RCW 28A.04.120, chapters 28A.70 and 28A.93 RCW. 78-06-069 (Order 5-78), § 180-78-050, filed 5/26/78.]

Chapter 180-79 WAC

PROFESSIONAL PREPARATION CERTIFICATION REQUIREMENTS

WAC

180-79-013	Notice to prospective candidates for certification.
180-79-014	Washington state professional certification examination—SPI development.
180-79-130	Minimum generic standards—General.
180-79-135	Minimum generic standards—Teachers.

WAC 180-79-013 Notice to prospective candidates for certification. Notice is hereby given to prospective candidates for certification that the state board of education has adopted as public policy certain fundamental changes to its current rules and regulations for professional certification. The state board of education intends to modify its current rules prior to September 1, 1985, to reflect these new policies. Each Washington state college and university which has a training program of preparation for professional certification shall provide each student within such program a copy of this section of chapter 180-79 WAC. The following public policy shall affect professional certification:

(1) Each person issued a continuing certificate—i.e., teacher, administrator, and education staff associate—shall be required as a condition to the validity of such certification to complete during a five-year period one hundred fifty clock hours of continuing education which shall be in the form of inservice and/or college or university credit. Each college or university quarter credit shall be the equivalent of ten clock hours and each semester credit shall be the equivalent of fifteen clock hours. This requirement shall be effective for continuing certificates issued on or after July 1, 1986.

(2) Each person receiving a continuing education certificate shall be restricted to professional practice only in areas in which an endorsement has been received. The current requirements for obtaining an endorsement and the areas of endorsement shall be modified. Exceptions to the restrictive practice shall be limited to emergency circumstances and unusual situations. This requirement shall be effective to continuing certificates issued on or after July 1, 1986. [Statutory Authority: RCW 28A.04.120. 85-01-016 (Order 17-84), § 180-79-013, filed 12/10/84.]

WAC 180-79-014 Washington state professional certification examination—SPI development. The superintendent of public instruction is hereby directed to develop and present to the state board of education, no later than January 1987, a prototype Washington state professional certification examination which, if adopted by the state board of education, shall be administered to future applicants for professional certification and the passage of which shall be a condition to receipt of an initial professional certification. [Statutory Authority: RCW 28A.04.120. 85-01-016 (Order 17-84), § 180-79-014, filed 12/10/84.]

WAC 180-79-130 Minimum generic standards—General. (1) Initial level certification. A candidate for an initial certificate as a teacher, administrator, or educational staff associate must demonstrate, while completing an approved preparation program, knowledge and skill in the following areas:

(a) Socio-cultural-economic differences and human relations. The candidate has knowledge of and appreciation for the history, contributions, and traditions of various ethnic, sex, age, socio-economic, cultural, and minority groups; recognizes dehumanizing biases; creates educational environments which contribute to the self-esteem of all persons and to positive human relationships; and facilitates understanding the beliefs, values and life styles of individuals from diverse groups and cultures.

(b) Communication and consultation. The candidate has the knowledge and skill necessary to develop and present organized oral, written, and visual materials which convey ideas and feelings to pupils, parents, colleagues, school directors and others as appropriate.

(c) Exceptionality. The candidate has knowledge about the needs and characteristics of exceptional students, including handicapped and gifted. Said knowledge regarding the gifted shall include characteristics of

highly capable students and curriculum development and instruction for these students. Said knowledge regarding the handicapped shall include:

(i) Federal and state laws dealing with the education of the handicapped;

(ii) Responsibility of the regular classroom teacher who is working with handicapped students in regular classrooms;

(iii) Assessment of learning problems;

(iv) Behavioral modification techniques; and

(v) Collection and interpretation of educational data.

(d) School law. The candidate has knowledge about those federal, state, and local laws, regulations, and policies which directly affect his or her role(s) and rights and responsibilities in the K-12 educational setting.

(e) Professionalism. The candidate has knowledge about relevant professional organizations and practices in a manner consistent with the profession's code of ethics.

(f) Knowledge of K-12 educational setting. The candidate has general knowledge about the nature and foundation of the educational program and system, grades K-12.

(g) Parental involvement. The candidate has knowledge about:

(i) Techniques for involving parents in support of the learning processes that affect the parents own children;

(ii) Techniques for communicating with parents concerning the importance of such support; and

(iii) Methods that can be conveyed to parents they can use to strengthen greater achievement for the parents' own children:

(h) *Provided*, That the 1984 amendments to this subsection shall become effective commencing with the beginning of the 1986-87 academic year at colleges at universities offering a professional preparation program and each such college or university shall submit to the superintendent of public instruction prior to such year documentation of compliance with this subsection, including the 1984 amendments.

(2) Continuing level certification. In addition to demonstrating in their professional roles those minimum generic standards required for initial certification, the candidate for continuing level certificate must demonstrate knowledge and skill in the following areas:

(a) Staff development and supervision. The candidate has the knowledge and skill to initiate, develop, and present instructional and informational programs for staff, board members, and parents and to supervise and evaluate personnel who report directly to him or her.

(b) Professional development and scholarship. The candidate has depth of knowledge and demonstrates a wider range of skills which enable him or her to be increasingly more effective in his or her subject matter field or specialization; participates in continuing education and professional development activities; contributes to the preparation of others who are entering the field; and recognizes his/her own limitations and strengths

(c) Research and evaluation. The candidate has the knowledge of research/evaluation techniques and skill to read and interpret research related to his or her field; to

design and implement evaluation strategies; to use results of research and/or evaluation to improve programs.

(d) Referral agencies and resource personnel. The candidate has knowledge of personnel and agencies inside and outside the educational setting which may assist the teacher, pupils, and/or parents.

(e) Knowledge of alternate grade level. The candidate has knowledge about organizational patterns, special strategies, curriculum, materials, growth and development, and staff and student personnel management essential to a school building/unit at the alternate grade level from that for which his/her initial certificate may have been endorsed. [Statutory Authority: RCW 28A.04.120. 85-01-016 (Order 17-84), § 180-79-130, filed 12/10/84. Statutory Authority: RCW 28A.04.120, chapters 28A.70 and 28A.93 RCW. 78-06-070 (Order 6-78), § 180-79-130, filed 5/26/78.]

WAC 180-79-135 Minimum generic standards—Teachers. Initial level certification. To qualify for initial certification the candidate must demonstrate knowledge and skill in the following areas in addition to those set forth in WAC 180-79-130(1).

(1) Instructional skill. The candidate has knowledge and skill to design and conduct instructional experiences. Specifically the candidate has:

(a) Sufficient knowledge and skill to assess a student's reading level and to assist that student in meeting content area reading requirements;

(b) Sufficient knowledge about the needs of students requiring remedial instruction, assessment of learning problems, appropriate remedial methods and materials, and ways of adapting the regular curriculum for these students; and

(c) Knowledge about and an understanding of the potential instructional uses of the computer and other technological developments:

(d) *Provided*, That the 1984 amendments to this subsection shall become effective commencing with the beginning of the 1986-87 academic year at colleges and universities offering a professional preparation program and each such college or university shall submit to the superintendent of public instruction prior to such year documentation of compliance with this subsection, including the 1984 amendments.

(2) Classroom management. The candidate has knowledge and skill necessary to organize the physical and human elements in the educational setting to foster maximum student learning.

(3) Subject matter. The candidate has breadth of knowledge of theory and content in general education and pedagogy and depth of knowledge in one or more subject matters or teaching specializations appropriate to the elementary and/or secondary levels.

(4) Pupil/student personnel. The candidate has knowledge of normal and exceptional growth and development; the unique needs, characteristics, and developmental tasks of pupils of differing ages; and normative characteristics of age groups and has the skill to use this knowledge in working with pupils individually and in groups and in designing learning experiences.

(5) Pupil discipline. The candidate has knowledge and skill necessary to manage the human dynamics of the classroom. [Statutory Authority: RCW 28A.04.120. 85-01-016 (Order 17-84), § 180-79-135, filed 12/10/84. Statutory Authority: RCW 28A.04.120, chapters 28A-.70 and 28A.93 RCW. 78-06-070 (Order 6-78), § 180-79-135, filed 5/26/78.]

Chapter 180-90 WAC PRIVATE SCHOOLS

WAC

180-90-105	Authority.
180-90-110	Purpose.
180-90-112	Definition—Approved private school.
180-90-115	Definition—Private school.
180-90-119	Definition—Reasonable health and fire safety requirements.
180-90-120	Definitions—Deviations.
180-90-123	Definition—Total program hour offering.
180-90-130	Approval—Annual certification.
180-90-133	SPI report to SBE—No adverse findings.
180-90-135	SPI adverse findings—Report to private school.
180-90-137	SPI report to SBE—Adverse findings.
180-90-139	Approval action by SBE.
180-90-140	Repealed.
180-90-145	Approval—Annual certification and initial application—Exception.
180-90-150	Appeals.
180-90-160	Minimum standards and certificate form.

DISPOSITION OF SECTIONS FORMERLY CODIFIED IN THIS CHAPTER

180-90-140	Initial application for approval. [Statutory Authority: RCW 28A.04.120(4). 82-04-004 (Order 3-82), § 180-90-140, filed 1/21/82; Order 2-77, § 180-90-140, filed 3/24/77; Order 1-76, § 180-90-140, filed 2/3/76; Order 1-75, § 180-90-140, filed 2/4/75.] Repealed by 85-24-056 (Order 23-85), filed 12/2/85. Statutory Authority: RCW 28A.02.240.
------------	--

WAC 180-90-105 Authority. The authority for this chapter is RCW 28A.02.240 which authorizes the state board of education to promulgate rules and regulations for the approval of private schools for the purpose of implementing RCW 28A.27.010. [Statutory Authority: RCW 28A.02.240. 85-24-056 (Order 23-85), § 180-90-105, filed 12/2/85.]

WAC 180-90-110 Purpose. The purpose of this chapter is to establish the procedures and conditions governing the approval of private schools by the state board of education. [Statutory Authority: RCW 28A.02.240. 85-24-056 (Order 23-85), § 180-90-110, filed 12/2/85; Order 2-77, § 180-90-110, filed 3/24/77; Order 1-75, § 180-90-110, filed 2/4/75.]

WAC 180-90-112 Definition—Approved private school. As used in this chapter the term "approved private school" shall mean a private school which has been approved by the state board of education in accordance with the minimum standards for approval as prescribed in this chapter. [Statutory Authority: RCW 28A.02.240. 85-24-056 (Order 23-85), § 180-90-112, filed 12/2/85.]

WAC 180-90-115 Definition—Private school. As used in this chapter, the term "private school" shall mean a nonpublic school, including parochial or independent schools, and nonpublic school districts, including parochial and independent school districts, carrying out a program for any or all of the grades one through twelve. [Statutory Authority: RCW 28A.02.240. 85-24-056 (Order 23-85), § 180-90-115, filed 12/2/85.]

WAC 180-90-119 Definition—Reasonable health and fire safety requirements. As used in this chapter, the term (1) "reasonable health requirements" shall mean those standards contained in chapter 248-64 WAC as adopted by the state board of health.

(2) "Reasonable fire safety requirements" shall mean those standards adopted by the state fire marshal pursuant to chapter 48.48 RCW. [Statutory Authority: RCW 28A.02.240. 85-24-056 (Order 23-85), § 180-90-119, filed 12/2/85.]

WAC 180-90-120 Definitions—Deviations. As used in this chapter the term:

(1) "Minor deviation" shall mean a variance from the standards established by these regulations which represents little or no threat to the health or safety of students and school personnel, and which does not raise a question as to the ability of the school to provide an educational program which is in substantial compliance with the minimum standards set forth in WAC 180-90-160, and which, therefore, does not preclude the granting of full approval.

(2) "Major deviation" shall mean a variance from the standards established by these regulations which represents little or no threat to the health or safety of students and school personnel but raises a question as to the ability of the school to provide an educational program which substantially complies with the minimum standards set forth in WAC 180-90-160, but is not so serious as to constitute an unacceptable deviation.

(3) "Unacceptable deviation" shall mean a variance from the standards established by these regulations which either:

(a) Constitutes a serious, imminent threat to the health or safety of students or school personnel; or

(b) Demonstrates that the school is not capable of providing an educational program which substantially complies with the minimum standards set forth in WAC 180-90-160. [Statutory Authority: RCW 28A.02.240. 85-24-056 (Order 23-85), § 180-90-120, filed 12/2/85. Statutory Authority: RCW 28A.02.201 et seq. and 28A.04.120(4). 78-06-064 (Order 9-78), § 180-90-120, filed 5/25/78; Order 2-77, § 180-90-120, filed 3/24/77; Order 1-75, § 180-90-120, filed 2/4/75.]

WAC 180-90-123 Definition—Total program hour offering. As used in this chapter, the term "total program hour offering" shall mean those hours when students are provided the opportunity to engage in educational activity planned by and under the direction of school staff, as directed by the administration and board of directors, inclusive of intermissions for class

changes, recess and teacher/parent-guardian conferences which are planned and scheduled by the district for the purpose of discussing students' educational needs for progress, and exclusive of time actually spent for meals. [Statutory Authority: RCW 28A.02.240. 85-24-056 (Order 23-85), § 180-90-123, filed 12/2/85.]

WAC 180-90-130 Approval--Annual certification.

At least ninety days prior to the commencement of the annual school term or period, the chief administrator of each private school shall file with the superintendent of public instruction, in accordance with procedures established by the superintendent of public instruction, a certificate of compliance in the form and substance set forth in WAC 180-90-160.

The superintendent of public instruction shall review each certificate. The review shall be completed within thirty days after receipt of a completed application. [Statutory Authority: RCW 28A.02.240. 85-24-056 (Order 23-85), § 180-90-130, filed 12/2/85. Statutory Authority: RCW 28A.04.120(4). 82-04-004 (Order 3-82), § 180-90-130, filed 1/21/82; Order 2-77, § 180-90-130, filed 3/24/77; Order 1-75, § 180-90-130, filed 2/4/75.]

WAC 180-90-133 SPI report to SBE--No adverse findings. If the superintendent of public instruction finds no minor, major, or unacceptable deviations, the superintendent of public instruction shall so notify the private school and shall recommend full approval of the private school to the state board of education. [Statutory Authority: RCW 28A.02.240. 85-24-056 (Order 23-85), § 180-90-133, filed 12/2/85.]

WAC 180-90-135 SPI adverse findings--Report to private school. If the superintendent of public instruction finds deviation, the private school shall be notified in writing of any minor, major, or unacceptable deviations. [Statutory Authority: RCW 28A.02.240. 85-24-056 (Order 23-85), § 180-90-135, filed 12/2/85.]

WAC 180-90-137 SPI report to SBE--Adverse findings. If the superintendent of public instruction finds minor, major, or unacceptable deviations, the superintendent of public instruction shall not transmit the recommendation regarding approval status to the state board of education until the private school submits a narrative report indicating agreement or not with the findings of the superintendent of public instruction and any proposed remedial action to address the reported deviations. Upon receipt of the narrative report, the superintendent of public instruction shall transmit the recommendation and the narrative report to the state board of education. [Statutory Authority: RCW 28A.02.240. 85-24-056 (Order 23-85), § 180-90-137, filed 12/2/85.]

WAC 180-90-139 Approval action by SBE. The state board of education shall take one of the following actions:

(1) If no deviations are found, the state board of education shall grant full approval.

(2) If minor deviations are found and the private school acknowledges the existence of such deviations and indicates an intent to correct such deviations in its narrative response, the state board of education shall grant full approval.

(3) If major deviations are found and the private school in its narrative report assures compliance by the commencement of the annual school term, the state board of education shall grant full approval.

(4) If major deviations are found and the private school in its narrative report, supplemented by direct testimony to the state board of education, demonstrates it is not practical to correct such major deviations prior to the commencement of the annual school term but establishes to the satisfaction of the state board of education its commitment to correct such deviation as soon as is practical, the state board of education shall grant such private school provisional approval for the period of time the state board of education determines is necessary to correct the major deviation but no longer than one year.

(5) If unacceptable deviations are found or if the private school fails to comply with corrective conditions within subsection (2), (3), or (4) of this section for minor or major deviations, state board of education approval shall be denied. [Statutory Authority: RCW 28A.02.240. 85-24-056 (Order 23-85), § 180-90-139, filed 12/2/85.]

WAC 180-90-140 Repealed. See Disposition Table at beginning of this chapter.

WAC 180-90-145 Approval--Annual certification and initial application--Exception. Any private school which is unable to file its application at least 90 days prior to the commencement of the annual school term or period may in any event request that the superintendent of public instruction to review the application and that the superintendent's findings and recommendations be submitted to the state board of education. This request shall be granted if the superintendent finds that the private school was not sufficiently developed prior to the 90 day time period to enable it to comply with that requirement. The superintendent of public instruction shall have the discretion to grant the request in other exceptional circumstances. If said request is granted, the review shall be completed within thirty days and the findings and recommendations presented to the state board of education. [Statutory Authority: RCW 28A.02.240. 85-24-056 (Order 23-85), § 180-90-145, filed 12/2/85; Order 2-77, § 180-90-145, filed 3/24/77.]

WAC 180-90-150 Appeals. Pursuant to RCW 28A.02.230 any private school may appeal the actions of the superintendent of public instruction or state board of education as provided in chapter 34.04 RCW and chapter 180-08 WAC. [Statutory Authority: RCW 28A.02.240. 85-24-056 (Order 23-85), § 180-90-150, filed 12/2/85; Order 2-77, § 180-90-150, filed 3/24/77; Order 1-75, § 180-90-150, filed 2/4/75.]

WAC 180-90-160 Minimum standards and certificate form. The annual certificate required by WAC 180-90-130 shall be in substantial compliance with the form and substance of the following:

CERTIFICATE OF COMPLIANCE
WITH STATE STANDARDS

ESD/County/Public School
District/Private School
or Private School
District Address

I, _____, do hereby certify that I am the principal or chief administrator of the above named school; that said school is located at the address listed above, and conducts grades _____ through _____ with a projected enrollment of _____; and that said school is scheduled to meet throughout the _____ school year, the following standards with the exception only of such deviations, if any, as are set forth in an attachment to this certificate of compliance

or

I, _____, do hereby certify that I am the superintendent of the above named private school district; and that the private schools under my jurisdiction are scheduled to meet throughout the school year, the following standards with the exception only of such deviations as are set forth in an attachment to this certificate of compliance; and that a list of such schools, including the grades conducted and the projected enrollment for each school, accompanies this certificate:

(1) The minimum school year for instructional purposes consists of no less than 180 school days or the equivalent in annual minimum program hour offerings as prescribed in RCW 28A.58.754.

(2) On each school day, pupils enrolled in the school are provided the opportunity to be engaged in educational activity planned by and under the direction of the staff, as directed by the administration and/or governing board; and that pupils are provided a total program hour offering as prescribed in RCW 28A.58.754 except that the percentages for basic skills, work skills, and optional subjects and activities prescribed in RCW 28A.58.754 do not apply to private schools and that the total program hour offering, except as otherwise specifically provided in RCW 28A.58.754, made available is at least:

(a) 2700 hours for students in grades one through three.

(b) 2970 hours for students in grades four through six.

(c) 1980 hours for students in grades seven and eight.

(d) 4320 hours for students in grades nine through twelve.

(3) All classroom teachers hold appropriate Washington State certification except for:

(a) Teachers for religious courses or courses for which no counterpart exists in the public schools; and/or

(b) People of recognized professional competence who are not certificated, but who teach or will teach students

under the supervision of a certificated person in exceptional cases; the certificated person who supervises and the circumstances necessitating the employment of the noncertificated person(s) are listed on the reverse of this certificate.

(4) If the school operates an extension program for parents, guardians, or persons having legal custody of a child to teach children in their custody, the extension program meets the following requirements:

(a) The parent, guardian, or custodian is supervised by a person certified under chapter 28A.70 RCW and who is employed by the school;

(b) The planning by the certified person and the parent, guardian, or person having legal custody includes objectives consistent with this subsection and subsections (1), (2), (5), (6), and (7) of this section;

(c) The certified person spends a minimum average each month of one contact hour per week with each student under his or her supervision who is enrolled in the extension program;

(d) Each student's progress is evaluated by the certified person; and

(e) The certified person does not supervise more than thirty students enrolled in the approved private school's extension program.

(5) Measures have been taken to safeguard all permanent records against loss or damage through either the storage of such records in fire-resistant containers or facilities, or the retention of duplicates in a separate and distinct area;

(6) The physical facilities of the school are adequate to meet the program offered, and all school facilities and practices are in substantial compliance with reasonable health and fire safety standards, as substantiated by current inspection reports of appropriate health and fire safety officials which are on file in the chief administrator's office;

(7) The school's curriculum includes instruction in the basic skills of occupational education, science, mathematics, language, social studies, history, health, reading, writing, spelling, and the development of appreciation of art and music in sufficient units for meeting state board of education graduation requirements, as set forth in chapter 180-51 WAC;

(8) The school or its organized district maintains up-to-date policy statements related to the administration and operation of the school or district;

(9) The school does not engage in a policy of racial segregation or discrimination;

(10) The governing authority of this private school or private school district has been apprised of the requirements of chapter 180-90 WAC relating to the minimum requirements for approval of private schools and such governing authority has further been apprised of all deviations from the rules and regulations of the state board of education and the standards contained in chapter 180-90 WAC. I have reported all such deviations herewith.

DATED this _____ day of _____, 19__.

(signed)

(title)

(phone number)

[Statutory Authority: RCW 28A.02.240. 85-24-056 (Order 23-85), § 180-90-160, filed 12/2/85. Statutory Authority: RCW 28A.04.120(4). 82-04-004 (Order 3-82), § 180-90-160, filed 1/21/82. Statutory Authority: RCW 28A.02.201 et seq. and 28A.04.120(4). 78-06-064 (Order 9-78), § 180-90-160, filed 5/25/78; Order 2-77, § 180-90-160, filed 3/24/77; Order 1-76, § 180-90-160, filed 2/3/76; Order 1-75, § 180-90-160, filed 2/4/75.]

Title 182 WAC

STATE EMPLOYEES INSURANCE BOARD

Chapters

- 182-08** **Procedures.**
- 182-12** **Eligible and noneligible employees.**

**Chapter 182-08 WAC
PROCEDURES**

- WAC
- 182-08-140 Repealed.
 - 182-08-150 Repealed.
 - 182-08-195 Retroactive employer and employee contributions restricted.

DISPOSITION OF SECTIONS FORMERLY CODIFIED IN THIS CHAPTER

- 182-08-140 New dependents' life coverage after enrollment. [Order 7228, § 182-08-140, filed 12/8/76.] Repealed by 84-09-043 (Resolution No. 2-84), filed 4/16/84. Statutory Authority: Chapter 41.05 RCW.
- 182-08-150 Reduction or cancellation of optional insurance coverages. [Order 3-77, § 182-08-150, filed 11/17/77; Order 7228, § 182-08-150, filed 12/8/76.] Repealed by 84-09-043 (Resolution No. 2-84), filed 4/16/84. Statutory Authority: Chapter 41.05 RCW.

WAC 182-08-140 Repealed. See Disposition Table at beginning of this chapter.

WAC 182-08-150 Repealed. See Disposition Table at beginning of this chapter.

WAC 182-08-195 Retroactive employer and employee contributions restricted. Withdrawals from the SEIB revolving fund will not be allowed without written approval of the trustee or his designee. Withholding of previously paid employee or employer contribution from

transmittals will be similarly restricted. [Statutory Authority: Chapter 41.05 RCW. 84-09-043 (Resolution No. 2-84), § 182-08-195, filed 4/16/84.]

**Chapter 182-12 WAC
ELIGIBLE AND NONELIGIBLE EMPLOYEES**

- WAC
- 182-12-125 Repealed.

DISPOSITION OF SECTIONS FORMERLY CODIFIED IN THIS CHAPTER

- 182-12-125 Employee or dependents become ineligible for state group coverage. [Statutory Authority: Chapter 41.05 RCW. 84-09-043 (Resolution No. 2-84), § 182-12-125, filed 4/16/84; Order 5646, § 182-12-125, filed 2/9/76.] Repealed by 84-14-058 (Order 5-84), filed 6/29/84. Statutory Authority: Chapter 41.05 RCW.

WAC 182-12-125 Repealed. See Disposition Table at beginning of this chapter.

Title 192 WAC

**EMPLOYMENT SECURITY
DEPARTMENT**

Chapters

- 192-09** **Practice and procedure.**
- 192-12** **Substantive rules.**
- 192-23** **Conditional payment regulations.**
- 192-24** **Claimant information.**
- 192-28** **Recovery of benefit overpayments.**
- 192-30** **Maginal labor force attachment.**

**Chapter 192-09 WAC
PRACTICE AND PROCEDURE**

- WAC
- 192-09-040 Interested parties defined.
 - 192-09-060 Appeals—Right to notice of.
 - 192-09-063 Appeals—Who may appeal—Time limitation.

WAC 192-09-040 Interested parties defined. As used in this regulation, unless the context clearly indicates otherwise, the term "interested party" means:

(1) In the case of a claim for waiting period credit or benefits, the claimant, and in the event of an issue concerning a separation from work for reasons other than lack of work, the party from whose employ the claimant became separated.

(2) In the case of an assessment for, or denial of a claim for refund of, contributions, interest, or penalties, or a denial of a redetermination of benefit charges made to an employer's account or an employer's determined or redetermined rate of contribution, the party whose contributions, experience rating, benefit charges, or rate of contribution is affected by such assessment or denial.