

# NOTICE OF AMENDMENT TO RFP - SAMPLE CONTRACT

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**March 4, 2015**

The Commission has amended the Sample Contract released with the 2015 Request For Proposals (RFP). The amendments are as follows:

**Section 9.7 Quarterly Reports**

The School shall prepare quarterly financial reports for the Commission in compliance with generally accepted accounting principles. Such reports shall be submitted to the Commission 45 days after the quarter end for quarters 1, 2 and 3 and 180 days after the year end. The form of the quarterly reports will be determined by the ~~School~~ Commission. Fourth quarter and year end reports shall be submitted with the annual independent financial audit.

**Section 15.6 Disposition of Assets upon Termination or Dissolution**

All assets, including tangible, intangible, and real property in use by the School but originally owned by the state or assets purchased using ~~up to~~ at least 25 percent of public funds are the property of the state and shall be returned to the state upon termination or dissolution, in accordance with Commission policy and governing law. School owned assets, including tangible, intangible, and real property, remaining after paying the School’s debts and obligations and not requiring return or transfer to donors or grantors, or other disposition in accordance with state law, will be disposed of in accordance with governing state and federal law, including, but not limited to RCW 28A.710.210, and the rules adopted thereto.

**Attachment 1: Pre-Opening Process and Conditions, School Operations**

<del>Written documentation that the School has completed criminal background checks on all school staff and volunteers that come into direct contact with the School’s students</del>	8/1/2016
<u>An employee roster and proof of background clearance for members of the Charter school board, all staff, and volunteers is on file with the commission. Copies of fingerprint and background checks through the Washington state patrol criminal identification system under RCW 43.43.830 through 43.43.834, 10.97.030, and 10.97.050, and through the federal bureau of investigation for employees, contractors, volunteers, and board members who are on school premises when students are present are on file with the Commission.</u>	8/1/2016

**Attachment 1: Pre-Opening Process and Conditions, School Governance**

Evidence that membership on the Board of Directors is complete and complies with the school's board bylaws (i.e. board roster with contact information for all board members, identification of officers, and <del>contact information</del> term of service).	3/31/2016
Board <del>Conflict of Interest</del> Disclosure and Assurance forms are complete and on file with the Commission.	3/31/2016

**Attachment 3: Board Roster and Disclosures**

The Commission has added the following table to Attachment 3:

<b>Board Roster</b>						
Board Position	Full Name	Address	Phone	Email	Term Start	Term End

**Attachment 3: Board Roster and Disclosures**

The Commission has retitled the form contained in Attachment 3 as follows:

Public Charter School  
Board Member ~~Certification~~ Disclosure Form

The amended Sample Contract is posted at <http://charterschool.wa.gov/applying/application-materials/>.

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