



TO: BOARD OF DIRECTORS

FROM: DAN JOHNSTON, DIRECTOR OF ASSESSMENT AND TECHNOLOGY

SUBJECT: COMMITMENT AGREEMENT WITH K-20 AND OSPI

DATE: December 5, 2017

TYPE: ACTION REQUIRED

Stanwood-Camano School District utilizes K-20 network for our Telecommunications Services and as our Internet Service Provider. As we have done in years past, we are seeking to enter an agreement with K-20 and OSPI to allow them to apply for an E-Rate discount on our behalf. This authorization covers funding for the 2018-2019 and 2019-2020 school years.

We are seeking permission to enter this agreement with K-20 and OSPI, which would span from July 1, 2018 through June 30, 2020.

Recommendation:

**We recommend the board *move to approve the agreement with K-20 and OSPI to allow them to apply for E-Rate discounts on our behalf.***



## Letter of Authorization and Commitment (E-rate Letter of Agency)

As a user and member of the K-20 Network Consortium, your district is eligible for the E-rate discount.

Two agencies need formal authorization to apply for the discount on your behalf:

- The K-20 Educational Network (K-20), which provides Telecommunications Services to the district.
- Office of Superintendent of Public Instruction (OSPI), which pays the Internet Service Provider (ISP) fees.

This authorization acknowledges your district's commitment to maintain a connection to the K-20 network and comply with the Children's Internet Protection Act (CIPA) through June 30, 2020. In addition, your district is confirming that it will NOT apply for E-rate discounts for duplicative Internet services for the same period.

Please sign below to authorize and enable K-20 and OSPI to apply for the E-rate discount on your district's behalf through June 30, 2020. See the attached page for the specific certifications being made in this E-rate Letter of Agency.

As an authorized representative of the Starwood-Camano School District, I authorize K-20 and OSPI to apply for the E-rate discount on the district's behalf for Telecommunications Services and Internet Service Provider fees. This authorization covers E-rate funding years 2018 and 2019 (July 1, 2018–June 30, 2020).

I am aware that, if K-20 and OSPI receive the E-rate discount:

1. K-20 and OSPI will receive the discounted rates directly.
2. All invoices that the district receives from OSPI will reflect the E-rate discount.

School District: Starwood-Camano School District

Superintendent Name: Dr. Jean Shumate

Signature: Jean Shumate

Date: 9/22/17

Sign and return this form to:

Educational Technology

**Attn: Dennis Small**

Office of Superintendent of Public Instruction

Old Capitol Bldg, PO Box 47200

Olympia, WA 98504-7200

## **K-20 Consortium Letter of Authorization and Commitment E-rate Letter of Agency for Funding Years 2018-2019**

This is to confirm our participation in the K-20 Network Consortium for E-rate Consortium for the procurement of ISP and transport services. I hereby authorize the K-20 Network Consortium to submit FCC Form 470, FCC Form 471, and other E-rate forms to the Schools and Libraries Division of the Universal Service Administrative Company on behalf of the our school district.

I understand that, in submitting these forms on our behalf, you are making certifications for our school district. By signing this Letter of Agency, I make the following certifications:

- a) I certify that schools in our district are all schools under the statutory definitions of elementary and secondary schools found in the No Child Left Behind Act of 2001, 20 U.S.C. §§ 7801(18) and (38), that do not operate as for-profit businesses and do not have endowments exceeding \$50 million.
- b) I certify that our school district has/have secured access, separately or through this program, to all of the resources, including computers, training, software, internal connections, maintenance, and electrical capacity, necessary to use the services purchased effectively. I recognize that some of the aforementioned resources are not eligible for support. I certify that to the extent that the billed entity is passing through the non-discounted charges for the services requested under this Letter of Agency, that the entities I represent have secured access to all of the resources to pay the non-discounted charges for eligible services from funds to which access has been secured in the current funding year.
- c) I certify that the services the district purchases at discounts provided by 47 U.S.C. § 254 will be used solely for educational purposes and will not be sold, resold, or transferred in consideration for money or any other thing of value, except as permitted by the rules of the Federal Communications Commission (Commission or FCC) at 47 C.F.R. § 54.500(et seq.).
- d) I certify that our district has complied with all program rules and I acknowledge that failure to do so may result in denial of discount funding and/or cancellation of funding commitments. I acknowledge that failure to comply with program rules could result in civil or criminal prosecution by the appropriate law enforcement authorities.
- e) I acknowledge that FCC rules provide that persons who have been convicted of criminal violations or held civilly liable for certain acts arising from their participation in the Schools and Libraries support mechanism are subject to suspension and debarment from the program. I will institute reasonable measures to be informed, and will notify USAC should I be informed or become aware that I or any of the entities, or any person associated in any way with my entity and/or the entities, is convicted of a criminal violation or held civilly liable for acts arising from their participation in the Schools and Libraries support mechanism.
- f) I certify that I am authorized to sign this Letter of Agency and, to the best of my knowledge, information, and belief, all information provided to the K-20 Network Consortium for E-rate submission is true.

**DO NOT SEND THIS FORM TO THE UNIVERSAL SERVICE ADMINISTRATIVE COMPANY  
 OR TO THE FEDERAL COMMUNICATIONS COMMISSION**

**Schools and Libraries Universal Service  
 Certification by Administrative Authority to Billed Entity of  
 Compliance with the Children's Internet Protection Act**

Please read instructions before completing.  
 (To be completed by the Administrative Authority and provided to your Billed Entity)

Administrative Authority's Form Identifier: 2017-2018 Form 479  
 Create your own code to identify THIS FCC Form 479.

**Block 1: Administrative Authority Information**

1. Name of Administrative Authority		2. Funding Year
Stanwood-Camano School District		2017-2018
3. Mailing Address and Contact Information for Administrative Authority		
Street Address, P. O. Box or Route Number		
26920 Pioneer Highway		
City	State	Zip Code
Stanwood	Wa	98292
Name of Contact Person		
Dan Johnston		
Telephone Number	Fax Number	Email Address
360 6291246	360 629 1242	djohnston@stanwood.wednet.edu

**Persons willfully making false statements on this form can be punished by fine or forfeiture, under the Communications Act, 47 U.S.C. Secs. 502, 503(b), or fine or imprisonment under Title 18 of the United States Code, 18 U.S.C. Sec. 1001.**

**Block 2: Certifications and Signature**

- I am the Administrative Authority for one or more schools or libraries for which Universal Service Support Mechanism discounts have been requested or approved for eligible services. The Administrative Authority must make the required certification(s) for the purposes of the Children's Internet Protection Act (CIPA) in order to receive discounted services.
- I recognize that I may be audited pursuant to this form and will retain for at least ten years (or whatever retention period is required by the rules in effect at the time of this certification) after the later of the last day of the applicable funding year or the service delivery deadline for the funding request any and all records that I rely upon to complete this form.

Name of Administrative Authority Starwood-Camano School District  
 Administrative Authority's Form Identifier 2017-2018 Form 479  
 Contact Person Dan Johnston  
 Telephone Number 360 629 1246

**Block 2: Certifications and Signature (Continued)**

6. I certify that as of the date of the start of discounted services:


- a  the recipient(s) of service under my administrative authority and represented in the Funding Request Number(s) for which you have requested or received Funding Commitments has (have) complied with the requirements of the Children's Internet Protection Act, as codified at 47 U.S.C. § 254(h) and (l).
- b  pursuant to the Children's Internet Protection Act, as codified at 47 U.S.C. § 254(h) and (l), the recipient(s) of service under my administrative authority and represented in the Funding Request Number(s) for which you have requested or received Funding Commitments:  
 (FOR SCHOOLS and FOR LIBRARIES IN THE FIRST FUNDING YEAR FOR PURPOSES OF CIPA) is (are) undertaking such actions, including any necessary procurement procedures, to comply with the requirements of CIPA for the next funding year, but has (have) not completed all requirements of CIPA for this funding year.  
  
 (FOR FUNDING YEAR 2003 ONLY: FOR LIBRARIES IN THE SECOND OR THIRD FUNDING YEAR FOR PURPOSES OF CIPA) is (are) in compliance with the requirements of CIPA under 47 U.S.C. § 254(l) and undertaking such actions, including any necessary procurement procedures, to comply with the requirements of CIPA under 47 U.S.C. § 254(h) for the next funding year.
- c  the Children's Internet Protection Act, as codified at 47 U.S.C. § 254(h) and (l), does not apply because the recipient(s) of service under my administrative authority and represented in the Funding Request Number(s) for which you have requested or received Funding Commitments is (are) receiving discount services only for telecommunications services.

CIPA Waiver. Check the box below if you are requesting a waiver of CIPA requirements for the Second Funding Year after the recipients of service under your administrative authority have applied for discounts:

- d  I am providing notification that, as of the date of the start of discounted services, I am unable to make the certifications required by the Children's Internet Protection Act, as codified at 47 U.S.C. § 254(h) and (l), because my state or local procurement rules or regulations or competitive bidding requirements prevent the making of the certification(s) otherwise required. I certify that the recipient(s) of service under my administrative authority and represented in the Funding Request Number(s) for which you have requested or received Funding Commitments will be brought into compliance with the CIPA requirements before the start of the Third Funding Year in which they apply for discounts.

(CIPA WAIVER FOR LIBRARIES FOR FUNDING YEAR 2004. Check the box above if you are requesting this waiver of CIPA requirements for Funding Year 2004 for the library(ies) under your administrative authority that has (have) applied for discounts for Funding Year 2004. By checking this box, you are certifying that the library(ies) represented in the Funding Request Number(s) on this FCC Form 479 will be brought into compliance with the CIPA requirements before the start of the Funding Year 2005.)

**The certification language above is not intended to fully set forth or explain all the requirements of the statute.**

7. Signature of authorized person 	8. Date 9-22-17
9. Printed name of authorized person Dan Johnston	
10. Title or position of authorized person Director of Assessment and Technology	
11. Telephone number of authorized person 360 629 1246	

**FCC NOTICE FOR INDIVIDUALS REQUIRED BY THE PRIVACY ACT AND THE PAPERWORK REDUCTION ACT**

Part 54 of the Commission's Rules authorizes the FCC to collect the information on this form. Failure to provide all requested information will delay the processing of the application or result in the application being returned without action. Information requested by this form will be available for public inspection. Your response is required to obtain the requested authorization.

The public reporting for this collection of information is estimated to be 1 hour per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the required data, and completing and reviewing the collection of information. If you have any comments on this burden estimate, or how we can improve the collection and reduce the burden it causes you, please write to the Federal Communications Commission, AMD-PERM, Paperwork Reduction Act Project (3060-0853), Washington, DC 20554. We will also accept your comments regarding the Paperwork Reduction Act aspects of this collection via the Internet if you send them to [PRA@fcc.gov](mailto:PRA@fcc.gov). PLEASE DO NOT SEND YOUR RESPONSE TO THIS FORM TO THIS ADDRESS.

Remember - You are not required to respond to a collection of information sponsored by the Federal government, and the government may not conduct or sponsor this collection, unless it displays a currently valid OMB control number or if we fail to provide you with this notice. This collection has been assigned an OMB control number of 3060-0853.

**THE FOREGOING NOTICE IS REQUIRED BY THE PRIVACY ACT OF 1974, PUBLIC LAW 93-579, DECEMBER 31, 1974, 5 U.S.C. 552a(e)(3) AND THE PAPERWORK REDUCTION ACT OF 1995, PUBLIC LAW 104-13, OCTOBER 1, 1995, 44 U.S.C. SECTION 3507.**

**A paper copy of this form, with a signature in Block 2, Item 7, must be mailed or delivered to your Billed Entity.**