



SUPERINTENDENT OF PUBLIC INSTRUCTION

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November 27, 2018

() Action Required

Due date:

(X) Informational

BULLETIN NO. 110-18 SCHOOL FACILITIES AND ORGANIZATION

TO: Educational Service District Superintendents
School District Superintendents
School District Business Managers

FROM: Chris Reykdal, Superintendent of Public Instruction

RE: Intro to School Construction Assistance Program (SCAP) Trainings

CONTACT: John McLaren, NW Regional Coordinator
360-725-0414, john.mclaren@k12.wa.us

The Office of Superintendent of Public Instruction (OSPI), School Facilities and Organization office will conduct three full-day Introduction to SCAP training sessions in early 2019.

Online registration is now available!

Please register once only at one of the following three locations/dates via pdenroller.

Northwest Region January 28, 2019 –Everett Public Schools Community Resource Center
Everett <https://www.pdenroller.org/ospi/Catalog/Event/84648>

Southwest Region February 6, 2019 – ESD 113 Event Center – Mason Room –
Tumwater <https://www.pdenroller.org/ospi/Catalog/Event/84657>

East Region February 21, 2019 – Trentwood Elementary School – Spokane
Valley <https://www.pdenroller.org/ospi/Catalog/Event/84659>

This training session is for public school district administrators and staff who regularly coordinate with OSPI's School Facilities and Organization (SFO) office on construction projects that receive funding assistance through the School Construction Assistance Program (SCAP) administered by SFO. The training session will cover:

- ✓ Introduction to SCAP
- ✓ The "D-Forms" process
- ✓ Claims and close-out
- ✓ Information and Condition of Schools (ICOS)
- ✓ Building Condition Assessments (BCA)
- ✓ Other programs and grants currently administered by SFO

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Trainings will be from 8:00AM - 5:00PM with a lunchbreak. Light refreshments will be provided. Plan for lunch on your own. Directions will be provided with registration confirmation.

Each **Intro to SCAP** training is paired with a separate training on the previous or following day. This separate training is a full-day certified **BCA training** session, and is for outside architects, engineers, and facilities management specialists. School district administrators and staff may attend on a space available basis. Call School Facilities and Organization at (360) 725-6265 to be placed on a waiting list for one of these locations/dates.

NW Region	Certified BCA Training	January 29, 2019 - Alderwood Elementary School – Lynnwood
SW Region	Certified BCA Training	February 5, 2019 – ESD 113 Event Center – Mason Room - Tumwater
East Region	Certified BCA Training	February 20, 2019 – Trentwood Elementary School – Spokane Valley

INFORMATION AND ASSISTANCE

For questions regarding this bulletin, please contact School facilities and Organization at 360-725-6265 or email schoolfacilities&organization@k12.wa.us OSPI TTY number is 360-664-3631.

Jamila B. Thomas
Chief of Staff

Justin Rogers
Director, School Facilities & Organization

CR:jm

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