

**For L&I Staff Use Only**

RECEIVED 2/25/2025 SNYS  
RECEIVED 2/10/2025 SNYS

L&I Apprenticeship Consultant

*Teri Gardner 2-26-25*

*Teri Gardner 2-12-25*  
L&I Admin

Department of Labor and Industries  
Apprenticeship Section  
PO Box 44530  
Olympia WA 98504-4530



# Request for Revision of Standards

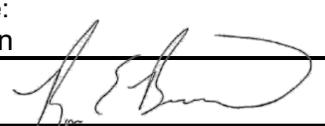
TO: Washington State Apprenticeship & Training Council

FROM: Wenatchee School District Apprenticeship Program #2166

Please update our Standards of Apprenticeship to reflect the following changes:

- Additions shall be underlined (underlined).
- Deletions shall be struck through (~~struck through~~).
- See attached.

**Form must be signed by Committee Chair and Secretary or Program's Authorized Signer**

<input type="checkbox"/> Chair	Date	<input type="checkbox"/> Secretary	Date
<input checked="" type="checkbox"/> Authorized Signer	02/06/2025		
Print Name: Ron Brown	Signature: 		
Signature:	Print Name:		
	Signature:		

Approved By: <b>Washington State Apprenticeship &amp; Training Council</b>
Signature of Secretary of the WSATC:
Date:

*Attach additional sheets if necessary*

<u>Occupational Objective(s):</u>	<u>SOC#</u>	<u>Term [WAC 296-05-015]</u>
<b>COMPUTER TECHNICIAN I</b>	<b>15-1151.00</b>	<b>2000 HOURS</b>
<b><u>COMPUTER TECHNICIAN II</u></b>	<b><u>15-1232.00</u></b>	<b><u>2000 HOURS</u></b>

**I. GEOGRAPHIC AREA COVERED:**

~~The area covered by these standards will be the Wenatchee School District and any apprentices employed by SkillsSource Wenatchee located at 233 North Chelan Ave Wenatchee WA 98807-2360.~~  
**The area covered by these standards will be Chelan and Douglas County Washington.**

**IV. TERM OF APPRENTICESHIP:**

The term of Apprenticeship for the Computer Technician I and Computer Technician II shall be 2000 hours of employment.

**V. INITIAL PROBATIONARY PERIOD:**

**C. The initial probationary period for the Computer Technician I and Computer Technician II Specialist will be 400 hours.**

**VI. RATIO OF APPRENTICES TO JOURNEY LEVEL WORKERS**

E. The ratio must be described in a specific and clear manner, as to the application in terms of job site, work group, department or plant:

**A ratio of apprentices to journey-level worker consistent with proper supervision, training and continuity of employment will be maintained. The ratio is one apprentice to one journey-level worker at each job site within the geographical area of these Standards.**  
~~school district.~~

**VII. APPRENTICE WAGES AND WAGE PROGRESSION:**

**C. Wage Progression Schedules**

**Computer Technician I**

Step	Hour Range or competency step	Percentage of journey-level wage rate
<b>1</b>	<b>0000 – 400 hours</b>	<b>75%</b>
<b>2</b>	<b>401 – 1000 hours</b>	<b>80%</b>
<b>3</b>	<b>1001 – 2000 hours</b>	<b>85%</b>

**Computer Technician II**

<u>Step</u>	<u>Hour Range or competency step</u>	<u>Percentage of journey-level wage rate</u>
<u>1</u>	<u>0000 – 400 hours</u>	<u>56%</u>
<u>2</u>	<u>401 – 1000 hours</u>	<u>61%</u>
<u>3</u>	<u>1001 – 1500 hours</u>	<u>65%</u>
<u>4</u>	<u>1501 – 2000 hours</u>	<u>67%</u>

**VIII. WORK PROCESSES:**

The apprentice shall receive on the job instruction and work experience as is necessary to become a qualified journey-level worker versed in the theory and practice of the occupation covered by these standards. The following is a condensed schedule of work experience, which every apprentice shall follow as closely as conditions will permit. The following work process descriptions pertain to the occupation being defined.

- 1. All minors are prohibited from performing any and all work in active construction zones and construction sites as defined in [WAC 296-155-012](#).**
- 2. Minors apprentices can qualify for an exemption to work in [occupations prohibited by WAC 296-125-030](#). However, employers need to apply for the exemption as laid out in the [Student Learner Exemption for Worksite Learning and Apprenticeships in Certain Hazardous Work \(ES.C.11\)](#) Limited variances may be allowed for hazardous activities including but not limited to:**
  - [Power-driven woodworking machines/tools](#)**
  - [Power-driven metal-forming, punching and shearing machines](#)**
  - [Slaughtering, meat packing, processing, or rendering](#)**
  - [Power-driven paper-product machines](#)**
  - [Power-driven circular saws, band saws, and guillotine shears](#)**
  - [All roofing work](#)**
  - [Excavations](#)**
  - [Occupations involving firefighting and fire suppression duties](#)**

**See [WAC 296-125-030](#) for complete rules.**

**There are additional work activities restricted under separate Washington State law that also need to be included on the variance form, if applicable:**

- [Work that may require use of hearing protection under the DOSH Hearing Conservation Standard \(i.e. at or above 85 dBA\), \[WAC 296-125-030\\(22\\)\]\(#\)](#)**
- [Work that may involve exposure to bloodborne pathogens under the DOSH Bloodborne Pathogens standard, \[WAC 296-125-030\\(24\\)\]\(#\)](#)**
- [Work that may involve exposure to hazardous chemicals or substances under the DOSH Hazard Communication Standard, \[WAC 296-125-030\\(25\\)\]\(#\)](#)**

When minors are employed as apprentices, the following rules will apply:

1. The requirement of direct and close supervision for hazardous and otherwise prohibited work is met when there is one journey-level worker working with the first apprentice/student learner on-site and at least three journeymen or experienced adults working alongside each additional apprentice/student learner.
2. The sponsor and training agent will obtain and maintain all necessary documents, permits, variances and licenses required when employing minors.
3. The sponsor and training agent will coordinate with L&I's Teen Safety Department to develop an Employer Facility Safety Checklist prior to apprentice placement.
4. Safety Training applicable to the industry/occupation will be provided to minors prior to employment placement. It shall include industry/employer approved or required safety training, and shall meet or exceed WISHA standards.

Personal Protective Equipment (PPE) required within the industry/occupation for tasks being performed shall be provided by the employer.

B. Computer Technician II Approximate Hours/Competency Level

1. Safety Systems ..... 650
  - a. Configure and manage access control software and hardware
  - b. Install and configure relays for other various systems from access control
  - c. Manage and complete fire system inspections
  - d. Install and manage security systems including Camera and burglar alarms.
  - e. Manage data in various cloud applications
  - f. Manage and work with user accounts and group accounts
  - g. Perform preventive maintenance tasks
  - h. Train end users in safety system software use
  - i. Process work orders
  - j. Complete break-fix tickets for all safety systems
  
2. Account Management Systems ..... 150
  - a. Setup, configure, and troubleshoot account provisioning
  - b. Setup, configure, and troubleshoot curriculum system rostering
  - c. Setup, configure, and troubleshoot core and supplemental software provisioning
  - d. Perform data protection and data investigations
  - e. Perform preventive maintenance tasks
  - f. Train end users in account management software use
  - g. Process work orders
  - h. Complete break-fix tickets for all identity management systems
  
3. Communication Systems..... 400
  - a. Setup, configure, and troubleshoot IP Phone systems
  - b. Setup, configure, and troubleshoot Network connected entry camera systems

- c. Setup, configure, and troubleshoot Intercom systems
- d. Setup, configure, and troubleshoot non-ip telecom systems
- e. Integrate communication systems with other safety or network systems
- f. Manage data in cloud applications
- g. Manage and configure user accounts and group accounts
- h. Perform preventive maintenance tasks
- i. Train end users in communication system software use
- j. Process work orders

**4. Network Systems..... 500**

- a. Setup, configure, and troubleshoot network control systems
- b. Setup, configure, and troubleshoot DHCP, WiFi, authentication, VPN, and perform analytics
- c. Setup, configure, and troubleshoot network hardware setup
- d. Setup, configure, and troubleshoot virtual devices for network resiliency
- e. Setup, configure, and troubleshoot cybersecurity systems
- f. Manage data in cloud applications
- g. Manage and configure user accounts and group accounts
- h. Perform preventive maintenance tasks
- i. Train end users in network system software use
- j. Process work orders

**5. Audio Video Systems ..... 150**

- a. Setup, configure, and troubleshoot audio/video systems both analog and digital
- b. Manage and configure user accounts and group accounts
- c. Perform preventive maintenance tasks
- d. Train end users in audio/video software/hardware use
- e. Complete break-fix tickets for all audio/video systems

**6. Device Management Systems ..... 150**

- a. Setup, configure, and troubleshoot device management systems
- b. Setup, configure, and troubleshoot asset management systems
- c. Manage data in cloud applications
- d. Manage data in cloud applications
- e. Manage and configure user accounts and group accounts
- f. Perform preventive maintenance tasks
- g. Train end users in app and device deployment and management software use
- h. Process work orders

**Total Hours/# of Competency Levels: 2000**

**IX. RELATED/SUPPLEMENTAL INSTRUCTION:**

**C. Additional Information:**

**1. RSI may delivered in one of 3 ways depending on the apprentice and their place in our system. If they are enrolled at Wenatchee High School or Westside High School it will be delivered in a CTE course and/or through a directed study course. If the Apprentice is a Running Start student, the RSI will be delivered in a computer hardware course at Wenatchee Valley College, , delivered in a directed study course at Wenatchee High School or Westside High School or delivered in aligned Wenatchee High School CTE course. If the apprentice is a Skill Source student the RSI will be delivered in a computer hardware course at Skillsource.**

**X. ADMINISTRATIVE/DISCIPLINARY PROCEDURES:**

**A. Administrative Procedures:**

**3. Sponsor Procedures:**

**b. Reports are to be completed and returned to the CTE or Technology office on a monthly basis. Reports are to be hand delivered to the secretary at the CTE office located inside Wenatchee High School at 1101 Millerdale Wenatchee WA 98841 or the Technology Department at 1001 Circle St, Wenatchee, WA 98801. The Wenatchee School District Pony services may also be used as long as the reports are completed in full and signed.**

**c. Work Progress Reports are due by the 10<sup>th</sup> 5<sup>th</sup> of the month following completion. Example: Reports completed in January are due by February 10<sup>th</sup> 5<sup>th</sup>.**

**h. Apprentices will work one to three (1-3) hours a day while school is in session. When school is not in session, apprentices will work in conjunction with the contract of the Training Agents. At no time will any apprentice work outside of Washington State's or Federal restrictions for hours worked by minors.**

**i. Minor apprentices employed by an approved Training Agent shall adhere to requirements established in WAC 296-155-012 & 296-155-030.**

**XI. SPONSOR – RESPONSIBILITIES AND GOVERNING STRUCTURE**

**E. Committee governance (if applicable): (see WAC 296-05-009)**

1. Apprenticeship committees shall elect a chairperson and a secretary who shall be from opposite interest groups, i.e., chairperson-employers; secretary-employees, or vice versa. If the committee does not indicate its definition of quorum, the interpretation will be “50% plus 1” of the approved committee members. The sponsor must also provide the following information:

**[Please delete and replace committee/subcommittee in its entirety]**

c. The employer representatives shall be:

**Ron Brown, Chair  
Wenatchee School District  
235 Sunset Avenue  
Wenatchee, WA 98801**

**Jacob Bucholz  
Wenatchee School District  
235 Sunset Avenue  
Wenatchee, WA 98801**

**Susan Adams  
SkillSource  
233 North Chelan Avenue  
Wenatchee, WA 98801**

**Katie Batson  
Wenatchee School District  
235 Sunset Avenue  
Wenatchee, WA 98801**

**Pete Philips  
North Central Educational  
Service District  
430 Old Station Road  
Wenatchee, WA 98801**

d. The employee representatives shall be:

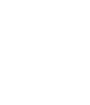
**Liz Lewis, Secretary  
Wenatchee School District  
235 Sunset Avenue  
Wenatchee, WA 98801**

**John Helfrich  
Wenatchee School District  
235 Sunset Avenue  
Wenatchee, WA 98801**

**Kristine Ringsrud  
SkillSource  
233 North Chelan Avenue  
Wenatchee, WA 98801**

**Andres Alaniz  
Wenatchee School District  
235 Sunset Avenue  
Wenatchee, WA 98801**

**Brandon Burke  
GTC Technical Support  
4 Kittitas Street, #300  
Wenatchee, WA 98801**



For L&I Staff Use Only	
RECEIVED 2/25/2025 SNYS RECEIVED 2/12/2025 SNYS L&I Apprenticeship Consultant	<i>Teri Gardner 2-26-25</i> <i>Teri Gardner 2-12-25</i> L&I Admin

Department of Labor and Industries  
Apprenticeship Section  
PO Box 44530  
Olympia WA 98504-4530



## Journey Level Wage Rate

From which apprentices' wage rates are computed

TO: Washington State Apprenticeship & Training Council  
FROM: Wenatchee School District Apprenticeship Program, #2166

Occupation:	County(ies):	Journey Level Wage Rate:	Effective Date:
Computer Technician I	Chelan and Douglas	\$ 25.76	09/01/2024
Computer Technician II	Chelan and Douglas	\$ 34.48	09/01/2024
		\$	
		\$	

Sponsors must submit the journey-level wage at least annually or whenever changed to the Department.

**Form must be signed by Committee Chair and Secretary or Program's Authorized Signer**

<input type="checkbox"/> Chair	Date	<input type="checkbox"/> Secretary	Date
<input checked="" type="checkbox"/> Authorized Signer	01/17/2025		
Print Name: Ron Brown	Signature:		
Signature: 	Print Name:		

**For L&I Staff Use Only**

RECEIVED 2/26/2025 SNYS  
RECEIVED 2/10/2025 SNYS  
L&I Apprenticeship Consultant

*Teri Gardner 2-26-25*  
*Teri Gardner 2-12-25*  
L&I Admin

Department of Labor and Industries  
Apprenticeship Section  
PO Box 44530  
Olympia WA 98504-4530



## Apprenticeship Related/Supplemental Instruction (RSI) Plan Review

Program Name Wenatchee School District	
Occupation <b>Computer Technician II</b>	
Term/OJT Hours 2000	Total RSI Hours 170
Training Provider Wenatchee School District      Curriculum Source: CompTIA and Wenatchee School District	

By the signature placed below, the **program sponsor** agrees to provide the prescribed RSI for each registered apprentice and assures that:

1. The RSI content and delivery method is and remains reasonably consistent with the latest occupational practices, improvements, and technical advances.
2. The RSI is coordinated with the on-the-job work experience.
3. The RSI is provided in safe and healthful work practices in compliances with WISHA and applicable federal and state regulations.
4. The RSI Plan is maintained, updated and submitted to the Department a minimum of once every 5 years (WSATC Policy 2015-01; rev, 10-21-21).
5. The RSI will be conducted by instructors who meet the qualification of the “competent instructor” as described in WAC 296-05-003:
  - a. Has demonstrated a satisfactory employment performance in her/her occupation for a minimum of three years beyond the customary learning period for that occupation; and
  - b. Meets the State Board for Community and Technical Colleges requirements for a professional technical instructor (see WAC 131-16-080 through -094), or be a subject matter expert, which is an individual, such as a journey worker, who is recognized within the industry as having expertise in a specific occupation; and
  - c. Has training in teaching techniques and adult learning styles, which may occur before or within one year after the apprenticeship instructor has started to provide the related technical instruction.
6. If using alternative forms of instruction, such as correspondence, electronic media, or other self-study, instruction shall be clearly defined.

### Signatures on next page

**Form must be signed by Committee Chair and Secretary or Program's Authorized Signer**

<input type="checkbox"/> Chair <input checked="" type="checkbox"/> Authorized Signer	Date Feb 5, 2025	<input type="checkbox"/> Secretary	Date
Print Name: Ron Brown		Print Name:	
Signature: 		Signature:	

**Training Provider Signature**

Approved By (Print Name): Ron Brown	Title: Director Technology Innovation
Signature of the Training Provider: 	
Date: Feb 5, 2025	

If additional training providers are needed, go to page 4.

**SBCTC**

Print Name:	Title:
Signature of the Program Administrator:	
Date:	
<input type="checkbox"/> SBCTC recommends approval	<input type="checkbox"/> SBCTC recommends return to sponsor

Program Name Wenatchee School District Apprenticeship Program	Occupational Objective School Technology Systems Specialist
--	--

**Note:** The description of each element must be in sufficient detail to provide adequate information for review by the SBCTC and Review Committee. To add more elements, click on the plus sign that appears below the "Description of Element/Course" field.

**Describe minimum hours of study per year in terms of (check one):**

- 12-month period from date of registration.
- Defined 12-month school year.
- 2,000 hours of on-the-job training.

Element/Course: Computer Hardware	Planned Hours: 45
Mode of Instruction (check all that apply) <input checked="" type="checkbox"/> Classroom <input checked="" type="checkbox"/> Lab <input checked="" type="checkbox"/> Online <input type="checkbox"/> Self-Study	
Provided by: Wenatchee School District Wenatchee Valley College and/or Skillsource	
Description of element/course: The RSI will cover: Hardware basics, protection, and safety, power supply, motherboard, processors, memory, expansion cards, video, sound, cooling, storage, file systems, drives, disks, USB, monitors, printers, notebooks, mobile devices, device security, networks, ethernet, TCP/IP  Classroom 30% / Lab 50% / Online 20%	

Element/Course: Computer Software	Planned Hours: 45
Mode of Instruction (check all that apply) <input checked="" type="checkbox"/> Classroom <input checked="" type="checkbox"/> Lab <input checked="" type="checkbox"/> Online <input type="checkbox"/> Self-Study	
Provided by: Wenatchee School District Wenatchee Valley College and/or Skillsource	
Description of element/course: This will be done in conjunction with or after the computer hardware curriculum.  The RSI will cover: operating system installation, upgrading, troubleshooting, formatting, digital citizenship, privacy, antivirus, document formatting, Windows OS, Apple operating systems, Chrome Operating systems, network software cloud, local, file manager, active directory, ldap.  Classroom 30% / Lab 50% / Online 20%	

Element/Course: DC Electronics	Planned Hours: 45
Mode of Instruction (check all that apply) <input checked="" type="checkbox"/> Classroom <input checked="" type="checkbox"/> Lab <input type="checkbox"/> Online <input type="checkbox"/> Self-Study	
Provided by: Wenatchee School District or Wenatchee Valley College	
Description of element/course: The RSI will cover: Electrical Safety, Electric Foundation, Units and Quantities, Ohm's Law, Resistors, Series Circuits, Parallel Circuits, Complex Circuits, Electrical Tooling, Batteries, Capacitors, DC Generators, DC Motors  Classroom 20% / Lab 70% / Online 20%	

Element/Course: Advanced Mobile Device Management	Planned Hours: 15
Mode of Instruction (check all that apply) <input checked="" type="checkbox"/> Classroom <input checked="" type="checkbox"/> Lab <input checked="" type="checkbox"/> Online <input checked="" type="checkbox"/> Self-Study	
Provided by: Wenatchee School District	
Description of element/course: This will be done after onboarding while working with the mobile device technician. It will be delivered by Wenatchee School District Technology Staff	

The RSI will cover: Mobile Device Management Systems, enrolling devices, setting up devices, distributing software, restricting devices, customizing devices, locating lost devices, restoring devices, wiping devices, controlling devices, creating software installations, updating packages for installation, remote management, software covered will be for Mac, Chrome, and Windows.

Classroom 30% / Lab 50% / Online 20%

Element/Course: Network and Cybersecurity

Planned Hours: 20

Mode of Instruction (check all that apply)

Classroom  Lab  Online  Self-Study

Provided by: Wenatchee School District

Description of element/course:

This will be done after onboarding while working with the network administrator. It will be delivered by Wenatchee School District Technology Staff

The RSI will cover: Fundamental Networking Concepts, Network Security Fundamentals, Wireless Networking, Network Management and Monitoring, Cloud Computing and Services, Network Infrastructure, FERPA and CIPA Compliance, Disaster Recovery and Business Continuity, and Vendor Management.

Classroom 30% / Lab 50% / Online 20%

Hours

## Additional Training Providers (if necessary)

Tracey Donnelly

Print Name Training Provider

Dean of Allied Health and Professional Technical Programs

Title of Training Provider

Susan Adams

Print Name Training Provider

Director

Title of Training Provider

Print Name Training Provider

Title of Training Provider

[Click or tap here to enter text.](#)

Print Name Training Provider

[Click or tap here to enter text.](#)

Title of Training Provider

[Click or tap here to enter text.](#)

Print Name Training Provider

[Click or tap here to enter text.](#)

Title of Training Provider

[Click or tap here to enter text.](#)

Print Name Training Provider

[Click or tap here to enter text.](#)

Title of Training Provider

[Click or tap here to enter text.](#)

Print Name Training Provider

[Click or tap here to enter text.](#)

Title of Training Provider

[Click or tap here to enter text.](#)

Print Name Training Provider

[Click or tap here to enter text.](#)

Title of Training Provider

[Click or tap here to enter text.](#)

Print Name Training Provider

[Click or tap here to enter text.](#)

Title of Training Provider

[Click or tap here to enter text.](#)

Print Name Training Provider

[Click or tap here to enter text.](#)

Title of Training Provider

*Tracey Donnelly*

Tracey Donnelly (Feb 5, 2025 14:55 PST)

Signature of Training Provider

Wenatchee Valley College

Organization of Training Provider

*Susan Adams*

Signature of Training Provider

SkillSource

Organization of Training Provider

Signature of Training Provider

Organization of Training Provider

Signature of Training Provider

[Click or tap here to enter text.](#)

Organization of Training Provider

Signature of Training Provider

[Click or tap here to enter text.](#)

Organization of Training Provider

Signature of Training Provider

[Click or tap here to enter text.](#)

Organization of Training Provider

Signature of Training Provider

[Click or tap here to enter text.](#)

Organization of Training Provider

Signature of Training Provider

[Click or tap here to enter text.](#)

Organization of Training Provider

Signature of Training Provider

[Click or tap here to enter text.](#)

Organization of Training Provider

Signature of Training Provider

[Click or tap here to enter text.](#)

Organization of Training Provider