

Washington State Center for Childhood Deafness & Hearing Loss (CDHL)



Board of Trustees Packet

January 10, 2014

**WASHINGTON STATE CENTER FOR
CHILDHOOD DEAFNESS & HEARING LOSS
Board of Trustees Packet
January 10, 2014**

- Agenda
- Updated Board of Trustees listing
- 2013/2014 School Calendar

AGENDA ITEMS

- Board Minutes
 - November 1, 2013
- Reports:
 - Director - Rick Huan
 - Superintendent - Jane Mulholland
 - Business Operations – Jessica Sydnor
 - Outreach - Kris Ching, Carol Carrothers
- Policy review ~ 1st reading
 - Isolation and Restraint of Students with IEPs and Section 504 Plans/Policy 3247

INFORMATIONAL ITEMS

- Enrollment Data
- Proposed procedure 3247P
 - Use of Reasonable Force
- Statewide Outreach Team Activity

**WASHINGTON STATE CENTER FOR
CHILDHOOD DEAFNESS & HEARING LOSS
Board of Trustees Meeting
January 10, 2014**

- 10:45 a.m. Call meeting to order and determination of a quorum
- 10:50 a.m. Approval of November 1, 2013, minutes
- 11:00 a.m. Board policies & protocols report
Char Parsley, Nita Kamphuis, Allie Joiner, Rita Reandeau
- 12:00 noon Lunch
- 12:30 a.m. Policy review ~ 1st reading
*Isolation and Restraint of Students with IEPs and Section 504
Plans/Policy 3247
- 1:00 p.m. Accreditation
Shauna Bilyeu, Elementary Principal & Related Services
- 2:00 p.m. Strategic Plan 2014-2019 rough structure
Rick Hauan, Executive Director
Jane Mulholland, Superintendent
- 3:30 p.m. Adjourn

Next meeting: February 7, 2014
(OSPI, Old Capitol Bldg., 600 Washington St. S.E., Olympia)

Note: Board reports will be submitted in written form only. There will be time after the approval of the minutes for any questions.

5 WASHINGTON STATE CENTER FOR CHILDHOOD DEAFNESS & HEARING LOSS BOARD OF TRUSTEES

Rick Hauan, Director (360) 418-0400 (rick.hauan@cdhl.wa.gov)
 Jane Mulholland, Superintendent (360) 418-0402 (jane.mulholland@wsd.wa.gov)
 Judy Smith, Executive Assistant (360) 418-0401 (judy.smith@cdhl.wa.gov)

Voting Members	Address	Cong Dist.	Contact Information	Date Apptd.	Term Expires	E-Mail/Fax
Maria Christianson	3796 Brown Road Ferndale, WA 98248	1	(360) 402-0162 Text	11/18/13	07/01/18	maria.christianson@cdhl.wa.gov mjochristianson@gmail.com
Allie "AJ" Joiner	15806 18 th Ave. W., B 102 Lynnwood, WA 98087	2	(425) 329-8433 VP	08/30/06	07/01/15	allie.joiner@cdhl.wa.gov
Vacant		3				
Nita Kamphuis, Chair	635 S. Hawaii Place Kennewick, WA 99336	4	(509) 967-6059 (509) 539-0962 cell	09/19/08	07/01/18	nita.kamphuis@cdhl.wa.gov
Char Parsley	3427 W. 7 th Avenue Spokane, WA 99224	5	(509) 315-2128 VP (509) 329-8535 Text	03/16/07	07/01/16	char.parsley@cdhl.wa.gov
Rita Reandeau	1470 Yukon Harbor Rd., SE Port Orchard, WA 98366	6	(360) 871-7367 (360) 443-3626 Cell: (360) 551-3034	08/19/04	07/01/14	rita.reandeau@cdhl.wa.gov
Ariele Belo, Vice Chair	1625 19 th Avenue Seattle, WA 98122	7	(206) 388-1275 TTY (206) 452-7955 (Video & Voice)	01/30/07	07/01/16	ariele.belo@cdhl.wa.gov
Sidney Weldele-Wallace	19501 SE 332 nd Place Auburn, WA 98092	8	(253) 833-6487 (253) 833-9111 ext. 4705 (253) 569-8000 cell	06/27/02	07/01/16	sidney.wallace@cdhl.wa.gov
Nancy Fitta	512 63 rd Ave Ct NE Tacoma, WA 98422	9	(253) 517-1070 (253) 922-0539 (253) 376-0414 cell	05/01/13	07/01/15	nancy.fitta@cdhl.wa.gov
Larry Swift	2306 Glen Kerry Ct., SE Lacey, WA 98513	10	(360) 491-8745	07/31/02	07/01/14	larry.swift@wsd.cdhl.gov

WASHINGTON SCHOOL FOR THE DEAF

2013/2014 School Year

July 13

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November 13

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April 14

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What's Happening!

- Deaf Awareness Week**
September 23 - 27, 2013
- Homecoming**
September 26, 2013
- Open House**
September 26, 2013
- Terrier Invitational (Volleyball tournament)**
October 11-12, 2013
- WSBC/WSBCC 2014**
WSD Campus
January 29 - February 1, 2014
- Flying Hands**
ASL Poetry & Art Competition
March 6, 2014
- All Star Day**
May 22, 2014
- High School Graduation**
June 12, 2014
- 8th Grade Graduation**
June 18, 2014

<p style="text-align: center;">Legend</p>  -First and last day of school  -Non-school days  -Early Release Dates  -Residential Travel days	<p style="text-align: center;">**EARLY RELEASE DATES**</p> <p>1:00 p.m. ~ Residential students will go to the cottages, day students will ride bus home September 12, October 10, November 14, December 12, January 9, February 13, March 13, April 24, May 8</p>	<p style="text-align: center;">After School Program</p> <p>Fall: September 16 - November 6, 2013 Winter: December 2, 2013 - January 22, 2014 Early Spring: February 10 - April 2, 2014 Spring: April 21 - June 4, 2014</p>
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Registration Day/Labor Day*	September 2, 2013	Spring Break	April 7-11, 2014
First Day of School	September 3, 2013	Memorial Day	May 26, 2014
Veterans' Day**	November 11, 2013	High School Graduation	June 12, 2014
Thanksgiving Break	November 25-29, 2013	8th Grade Graduation	June 18, 2014
Winter Break	Dec. 23, 2013-Jan. 3, 2014	Last Day of School	June 18, 2014
Martin Luther King Jr. Day**	January 20, 2014		
WSD's 128th Birthday	February 3, 2014		
President's Day**	February 17, 2014		

*No transportation provided on Registration Day
**Holiday and travel day

Statewide and School Testing Master Schedule	
<p>MAP (Measure of Academic Progress) 2-12th grades Fall testing: September 30 - November 1, 2013 Spring testing: March 31 - May 2, 2014</p> <p>MSP (Measurement of Student Progress) 3-8th grades April 23 - May 30, 2014</p> <p>EOC (End of Course) Algebra & Biology 9-12th grades May 5 - June 20, 2014</p>	<p>HSPE (High School Proficiency Exam) 10-12th grades Reading: March 18 - 19, 2014 Writing: March 20, 2014</p> <p>DAPE (Developmentally Appropriate Proficiency Exam) 11th & 12th grades only Fall: November 1 - 14, 2013 Spring: March 10 - 27, 2014</p>

Quarters end: 1st Quarter: November 1, 2013; 2nd Quarter: January 24, 2014;
 3rd Quarter: April 4, 2014; 4th Quarter: June 18, 2014

AGENDA ITEMS

**WASHINGTON STATE CENTER FOR
CHILDHOOD DEAFNESS & HEARING LOSS
BOARD OF TRUSTEES MEETING
November 1, 2013**

Board Members: Allie Joiner (District #2)
Val Ogden (District #3)
Nita Kamphuis (District #4)
Char Parsley (District #5)
Rita Reandeau (District #6)
Ariele Belo (District #7)
Nancy Fitta (District #9)
Larry Swift (District #10)

Absent: Sidney Weldele-Wallace (District #8)

Director: Rick Hauan

Superintendent: Jane Mulholland

Legal Counsel: Bonnie Terada

Recorder: Judy Smith,
Interpreters: Julie Moore, Don Coates

Guests: Jessica Sydnor, Business Services Manager
Lorana Myers, WSFE representative
Kris Ching, Outreach Director (Birth to pre-school)

The meeting was called to order by Nita Kamphuis, chair, at 10:54 a.m.

Minutes – September 25, 2013, meeting

Correction: motion on page 4 ~ remove the “to Nancy second” at the end of the motion. Char Parsley moved to approve the September 25, 2013, meeting minutes with the change noted above. Rita Reandeau seconded the motion. It was voted on and approved.

Auditorium Fee Schedule

- Handouts: Vancouver School District Facilities Rental Fees and a comparison between Vancouver School and proposed fee structure for Lloyd Auditorium.
- A three tiered approach, which will include a fee structure for non-profit, other state agencies, and DHH user groups, will be presented at the February Board meeting.

Larry Swift moved to approve the auditorium fee schedule for outside user groups. It is also requested that tiered rates for DHH user groups be on the Board agenda for the February meeting. Val Ogden seconded the meeting. It was voted on and approved.

Calendar Planning

January

- Address Board operating procedures for self-evaluations, selecting officers, and setting up committees. A committee of four Board members will look at what policies and protocols the Board of Trustees should have. The committee members are:
 - Char Parsley (lead)
 - Nita Kamphuis
 - Allie Joiner
 - Rita Reandeau

February

- Invite John Bresko, Program Supervisor, Special Education department at OSPI to the February meeting. Questions will be sent to Mr. Bresko prior to the meeting.

May

- Review information from the WSD Accreditation committee.

July

- The Board must prepare and submit by July 1st of each even-numbered year a report to the Governor and the appropriate committees of the legislature which contains a summary of the following:
 - Center's progress on performance objectives
 - Center's work
 - Facility conditions
 - Revenues and costs for the previous year

Ongoing agenda items: student outcomes ~ all CDHL/WSD does to meet DHH children's educational needs should be systematically reviewed by the Board.

News from the Director...

- The Director will email the Board a brief report after his Seattle parent meeting. This meeting is strictly for information gathering purposes only.
- Exciting things going on in the east side of the state. Recently met with a researcher at WSU/Spokane and staff at Spokane Community College regarding their interpreter training program. Both were very positive meetings.
- A contract should be in place next month for a new CDHL website. Thanks to Jessica and Lorana for their diligent work on this project.

Best wishes to Val Ogden ~ you will be missed!

Due to family obligations, Val Ogden has resigned her position on the Board, effective immediately. Val congratulated both the Director and Superintendent on the tremendous improvements made under their leadership. She feels confident in the education provided to WSD students, its outstanding staff, and a very active Board.

The Board members thanked Val for not only serving as a member of the Board but also for her years of support and advocacy in the legislature in good times and bad. You will be greatly missed Val!

Director's title

Larry Swift moved that the Board Chair send a letter to the Governor on behalf of the Board requesting legislation changing the Director's title to Executive Director. Nancy Fitta seconded the motion. Motion and second were withdrawn.

Larry Swift moved that the Director's title be changed to Executive Director. Nancy Fitta seconded the motion. It was voted on and approved.

Strategic Planning

- The current Strategic Plan (2009-2014) was written prior to the agency statutory change.
- Mission/Vision statements
 - Agency ~ oversight for both school and statewide services
 - WSD and statewide services ~ ASL/English bilingual
 - Statewide services ~ serve DHH children throughout the state regardless of their communication modality. Handout: notes from the October 29th Statewide Outreach Team meeting regarding the question "What's Your Vision of the Outreach Team?"
 - RCW 72.40.015 clearly states that the mission of the agency is to "...provide statewide leadership for the coordination and delivery of education services to children who are deaf or hard of hearing."
 - The mission and vision statements in the 2009-2014 Strategic Plan could be changed to CDHL, rather than WSD.
 - Clarify what CDHL does and their programs. Programs must have a vision that relates to the goal of the agency.
 - Mission/vision statements should be easy to remember and inspiring to others.
 - The Executive Director and Superintendent will work on a vision statement and bring their suggestion(s) back to the Board.
- Communication modality needs to be addressed in both the school and agency. Driving force is that is a parent's choice.
- Emphasize the importance of collaborative governance through outreach and shared decision making on campus.
- Safeguard must be added to protect WSD. It is important that WSD not lose its identity.
- A rough structure of the 2014-2019 Strategic Plan will be brought to the January Board meeting

Additional ideas/comments

- It was suggested that the Statewide Outreach Team go through something similar to accreditation.

- Gather information from staff asking them to identify programs that have been cut during the past five years due to budgetary constraints. Also, what does the Statewide Outreach Team need? Once this information is received the Board can prioritize needs.

Executive Session

The Board went into executive session pursuant to RCW 42.30.110(1)(g) “To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee....” at 2:30 p.m. for 30 minutes. The meeting reopened at 3:00 p.m.

Adjournment

Seeing no objections the meeting was adjourned at 3:10 p.m.

Nita Kamphuis, Chair
CDHL Board of Trustees

Rick Hauan, Executive Director
CDHL

Date

Date

CDHL Board of Trustees Meeting – January 10, 2014
Reports from Executive Director, Superintendent, Outreach Directors,
Business Manager, Human Resources Manager

Rick Hauan, Director

On-going

- Governor's Goal Council meeting on World Class Education
- Deaf Interpreter Work Group
- Core Meetings with the Spokane Public Schools
- Meetings with Tacoma Public Schools
- Outreach with Highline School District

November 2013

- Meetings
 - Assistant Director, Special Programs and Services at Northwest ESD 189/Anacortes
 - Respect and DHH Collaboration video conferences
 - ESD 101/Spokane Special Education Director's meeting
 - Director, Special Education at Spokane Public Schools
 - Seattle area DVR staff
 - Seattle area parents
 - Staff at Spokane Falls Community College regarding their interpreter training program
 - ESD 123/Pasco Special Education Director's
 - Assistant Superintendent of Teaching and Learning and Director of Special Services for ESD 123/Pasco
 - Director of Special Services for the Pasco School District
 - Children's Hospital meeting ~ including CDHL's audiologist, CDHL's statewide outreach team audiologist and two Otolaryngologists from Children's Hospital
- Presentations
 - Building State Capacity Presentation in Chicago

December 2013

- Meetings
 - OPTIONS school board focusing on resolution of issues of mutual concern and which affect services at the state and local level. Meeting held at the New Mexico School for the Deaf.
 - Assistant Secretary of DSHS
 - Listen & Talk staff
 - Special Education Supervisor, SW Region for Seattle Public Schools
 - Director of DSHS
 - Transition meeting, held in Tacoma
 - Special Education Director's meeting at ESD 123/Pasco
 - Special Education Supervisor, SW Region, Seattle Public Schools

Jane Mulholland, Superintendent

- NYSD Accreditation Visit: Jane led a team of 4 superintendents representing CEASD on an accreditation site visit to the New York School for the Deaf (NYSD)—Fanwood—in November. She typically participates in 1 such accreditation visit per year on behalf of CEASD. As always, this type of visit has much benefit for WSD through being able to get new ideas and see how other schools address similar issues and challenges.
- Football Awards: WSD had a number of students honored for their accomplishments in football this year. Deaf Digest selected Norinston Joe, Trevor Dockter, Wyatt Hurd, Jacob Tufton, and Juan Gaytan-Arroyo as 8-Man Football All Americans. The National Deaf Interscholastic Association of the Deaf selected Wyatt Hurd as 1st Team All American, and Jacob Tufton received Honorable Mention. Most importantly, the Washington Interscholastic Athletic Association recognized students with a GPA of 3.5 or higher, and the Terriers received a team award for having a collective GPA of 3.26. We are so proud of our Terrier athletes and coaches.
- Basketball: Without missing a beat, the basketball teams (boys, girls and middle school) have started their seasons off with a bang. They are having great success on the court, and every game so far has been highly entertaining to watch—great competition, the games are close, and the students are playing well together.
- IDEA Compliance: Every year OSPI reviews schools/districts for the compliance with the federal Individuals with Disabilities Education Act rules and regulations, and gives the school a “determination rating: based on their findings. I am happy to announce WSD received the highest determination level—Level 1—meets requirements.
- Extra Student Supervision (ESP): For the first time since our practice of having students who need extra support and supervision on an ESP list was established (I am not sure how long ago that was but I know more than 7 years—probably at least 10), we have NO students on the list. Thanks to all the staff that do so much to support the students. It is because of all staff working together that students are able to develop the skills they need to make safe choices and manage their behavior more independently.
- Behavior Referrals (BRs): In September the number of BRs was 42% lower than in September 2012, and in October the number of BRs was 60% lower than in October 2012. Again—recognition goes to the staff for their focus on recognizing appropriate student behavior. Piper Gallucci is to be commended for her leadership with the PBIS program.

NaNoWriMo: WSD celebrated its student authors that participated in the National Novel Writing Month activities. Every student was a winner and received a certificate. Those who received special medals or plaques were:

Elementary:

- Most Creative- Janet Tuz-Manrique
- Best Fiction- Roman Berg
- Most Dedicated- Lilly Hart

Middle School

- Most Creative- Emilie Ford
- Best Fiction- Cristian Martinez-White
- Most Dedicated- Mai Truong

High School

- Most Creative- Juan Gaytan-Arroyo
- Best Fiction- Randall Smith
- Most Dedicated- Maddie Forbes

Best Graphic Novel

- Wyatt Hurd

Most Likely to Publish

- Jadzia Ingram

Highest Word Count

- Brandy Pietsch

Up and Coming

- Jayson Cabanizas

- Professional Development: The Academic Dept. has early release once a month. These training times are primarily focused on ASL development. In November Trix Bruce provided training for staff on personification in ASL, which was excellent. She also had assemblies with the students earlier in the day.
- Accreditation: WSD continues to work on its self-study for our CEASD and AdvancED certification process. Staff, parents, students, alumni and stakeholders are completing surveys. Focus groups are happening throughout campus. We are getting a huge amount of information that will help the committee identify strengths and areas of focus for the next five years.
- Student Teachers: Second semester will be an opportunity for us to showcase WSD's bilingual ASL/English instructional program as we host 5 student teachers from 3 training programs. We will have one student from McDaniel College, 1 student from NTID, and 3 students from UC San Diego.

- WSBCC: We are in the final stages of planning for the Western States Basketball and Cheerleading Classic January 29 – February 1st. Teams from Arizona, Washington, Oregon, Utah and British Columbia will be playing in the tournament, which is open to the public. Everyone is invited to cheer on our Terriers! Kudos to Ron Spratlen, Sharon Caton and the rest of the planning team for all their hard work. It will be a wonderful event!

Outreach, Kris Ching (0-5), Carol Carrothers (6-21),

Kris Ching (Birth – 5)

November

- *Guide By Your Side interviews for new Parent Guides 11/1*
- *Clark County Interagency Coordinating Counsel (CCICC) 11/5*
- *Guide By Your Side interviews for new Parent Guides 11/7*
- *ESD 112 Early Childhood Administrative meeting 11/15*
- *Mildred Johnson Outreach Library work with Tim Shockley*
- *Community Access Mapping (CAM) Clark County meeting 11/20*
- *Pasco School District D/HH Preschool Program site visit 11/21*
- *ESD 123 SPED Director meeting 11/21*
- *CDHL/Children’s Hospital CI Surgeons meeting 11/22*

December

- *DHH Early Childhood Workgroup meeting 12/9*
 - *CDHL, DOH (EHDDI), DEL (ESIT), WSDS, ODHH*
- *CDHL Admin planning for 2015-16 and website brainstorm 12/10*
- *CDHL/Listen & Talk meeting in Seattle 12/10*
- *Mildred Johnson Outreach Library work with Tim Shockley 12/16-19*
- *CDHL/Spokane HOPE School meeting in Spokane 12/18*

Other News for Birth-to-5

- Nancy Hatfield (WSDS), Kris and Kerianne have been creating training documents for ESIT Family Resources Coordinators (FRCs) and EC services providers – these will be shared at the Local Lead Agency west and east side meetings in February.
- Kris and Kerianne are developing a “CDHL B-5 Registry” to better ensure young children and families receive appropriate and continuous services after discovered through EHDDI’s Newborn Hearing Screening and being connected with ESIT Part C services.
- “WA Family Events” Silent/Online Auction (Bidding for Good) will be open mid January and wrap up at WSBC. BIG thanks to Kerianne Christie for leading this project!
- ParentMap Magazine (www.parentmap.com) Spring edition will feature an article on CDHL and Deaf Education in Washington State. Writer, Melissa Slager, interviewed and worked with Kris on its development.
- National EHDI Conference 2014 is in Jacksonville, FL April 13-15

- Presenters from WA include: April McArthur, Cathy Corrado & Amy Kyler – Kris Ching, Kerianne Christie & Jane Tabor – Becky Houghton & Julia Peterson (Children’s Hospital)
- Infant Early Childhood Conference 2014 (IECC) in Tacoma May 7-9
 - Kris Ching, Kerianne Christie & Nancy Hatfield are presenting on IFSP development for children who are deaf or hard of hearing.

Carol Carrothers (6-21)

- **November**
 - 11/4 Meeting with Sheila Woods for Program Consult
 - 11/5 EIPA Written Test in Ellensburg
 - 11/6 WSDS meeting in Renton (WSSB, CDHL, WSDS, OSPI in attendance)
 - 11/6 Meeting Federal Way with Linda Brown; interim program coordinator
 - 11/13 Respect meeting/DHH Collaboration meeting
 - 11/18 Highline School District Program Study meeting
 - 11/19 Meeting with Spokane Falls CC regarding training of Washington’s educational interpreters
 - 11/22 Language Coaching training at WSD (8 people in attendance)
- **December**
 - 12/4 Student Consult Spokane SD
 - 12/6 Student 504 meeting Seattle SD
 - 12/10 Derrick Coleman of Seattle Seahawks at Tacoma’s Baker Middle School
 - 12/18-12/19 Anacortes Program Review

Jessica Sydnor, Business Services Manager
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Operating:

- For most departments, we are tracking on target based upon projected expenses. There is a need to make some adjustments to the allotments in January.
- Supplemental Requests:
 - Our supplemental requests have been included in the Governor’s proposed budget published on 12/17/2013. This includes supplemental funding requests to replace the IP phone system, support the increased costs associated with the Charter Bus bid process which was conducted and awarded in July 2013 and the capitol supplemental request to cover the remaining costs associated with the emergency Auditorium repairs.

Capitol:

- Current Budget Submittal

- We are preparing to meet with the architect again to discuss and fine tune the details for our upcoming Academic Building Capitol Project request. This request will be resubmitted in September 2014, if not sooner.

Minor Works:

- The Facilities Manager, Warren Pratt and the Business Operations Manager, Jessica Sydnor, recently met with Dwayne Harkness, DES Project Manager, to begin the process of planning for the minor works construction to take place in early spring and summer of 2014. Projects will include the following:
 - Cottage doors: The doors of the cottages need to be replaced and reframe. We are attempting to complete as many cottages as possible within the scope of the approved budget. We will also have those cottage interiors painted upon completion of construction.
 - Cottage HVAC Systems: It has been several years since the HVAC systems of the cottages were assessed so the agency will be hiring a company to come provide that service. This assessment will be used in the 15-17 biennium minor works budget request.
 - Roofs: Clarke Hall and Northrup will be reroofed during this biennium. We will schedule this work to have as little impact to student activities as possible, as the projects may take longer than the summer break period of time.

Business Office staffing:

- During the month of November, our payroll processor, Joseph Hing accepted a position with the School for the Blind. We are very pleased to report that we were able to fill the position internally. Sarah Decker is the new addition to the department and she is already doing a wonderful job. We are very excited to have her on the team!

Interpreter Services:

- Recruitment: We are currently recruiting for a half time interpreter that will primarily assist with the mainstream school programs. Funding will be reallocated from the outside agency interpreter budget to support this position. This will free up some much needed office time for interpreter coordinator who is currently scheduling services from various locations, as she also provides direct services.

The agency anticipates cost savings as a result of the hire and this change will also allow for consistency in the mainstream program without preventing internal agency interpreter use during the program hours.

Facilities, Grounds and Custodial:

- The Facilities, Grounds and Custodial departments have done a fantastic job of keeping campus safe during the freezing weather over the last few weeks. Walkways have been treated for ice prior to the school day and all staff have participated in these duties. This department consistently goes above and beyond in terms of safety and the group as a whole implements constant consideration to risk management. We are very lucky to have a such a talented and proactive department.

WASHINGTON STATE CENTER FOR CHILDHOOD DEAFNESS & HEARING LOSS

POLICY: **3247**

Adopted:

SUBJECT: **Isolation and Restraint of Students with IEPs and Section 504 Plans**

Approved by:

Nita Kamphuis, Chair, Board of Trustees

It is the policy of the Washington State Center on Childhood Deafness and Hearing Loss (CDHL) Board or Trustees that the Washington School for the Deaf (WSD) maintains a safe learning environment while treating all students with dignity and respect. All students in the school, including those with an Individualized Education Program (IEP), an Aversive Intervention Plan (AIP) or a plan developed under Section 504 of the Rehabilitation Act of 1973 (Section 504 plan) will remain free from the unreasonable use of force.

Isolation and restraint of these students will generally be avoided and will not be used as a form of discipline or punishment. The school recognizes, however, that isolation and restraint are necessary at times to preserve the safety of students and school staff. The school therefore authorizes these actions under limited circumstances. This policy and its accompanying procedure set forth the statutory definitions and authorized use of isolation, restraint and restraint devices as well as incident review procedures and requirements for reporting and parent/guardian notification.

The school will provide parents or guardians of students with an IEP or Section 504 plan a copy of the school's Isolation and Restraint policy when the IEP or Section 504 plan is created and will include parent/guardian notification procedures in the student's IEP.

Cross References: Policy 2161
Related

Policy 2162

Special Education and
Services for Eligible Students
Education of Students With
Disabilities Under Section 504
of the Rehabilitation Act of
1973

Legal References: RCW 9A.16.020

Use of Force — When lawful

RCW 9A.16.100	Use of Force on Children — Policy — Actions presumed unreasonable
RCW 28A.155.210	Special Education notification procedures
RCW 28A.600.485	Restraint of students with individualized education programs or plans developed under Section 504 of the Rehabilitation Act of 1973- Procedures-Definitions.
RCW 28A.150.300	Corporal Punishment Prohibited
Chapter 392-172A WAC	Rules for the Provision of Special Education
WAC 392-400-235	Discipline — Conditions and limitations

INFORMATIONAL ITEMS

CDHL Data As of December 20, 2013

WSD Campus

- Elementary School: 30
- Middle School: 17
- High School: 50
- Post High School: 6
 - Total students: 103

Statewide Outreach

- Birth to 5 program
 - Southwest Washington: 11
 - Central Washington: 11

Districts Served Through Statewide Outreach

ESD 101	ESD 105	ESD 112	ESD 113	ESD 114	ESD 121	ESD 123	ESD 171	ESD 189
Mead	Ellensburg		Chehalis/Centralia		Bellevue	Finley	Bridgeport	Lake Stevens
Medical Lake	Grandview		Elma		Bethel	Pasco		Lakewood
Pullman	Granger		Montesano		Highline	Richland		South Whidbey
Spokane	Highland		North Thurston		Issaquah			
	Royal		Olympia		Kent			
	Sunnyside		Pe Ell		Puyallup			
					Renton			
					Snoqualmie Valley			
					Steilacoom			
					Tacoma			
					Tahoma			

Number of student visits contracted to date: 342

Number of students contracted to date: 65

WASHINGTON STATE CENTER FOR CHILDHOOD DEAFNESS & HEARING LOSS

PROCEDURE: **3247P**

Adopted:

SUBJECT: **Use of Reasonable Force**

Approved by:

Richard Hauan, Executive Director

A. Definitions

- **Isolation:** Excluding a student from his or her regular instructional area and restricting the student alone within a room or any other form of enclosure, from which the student may not leave. "Isolation" does not apply to an in-school suspension wherein a student is assigned to a room/enclosure where he/she is periodically monitored but left alone in the room/enclosure for periods of time to do schoolwork.
- **Restraint:** Physical intervention or force used to control a student, including the use of a restraint device.

B. Authorized Use of Isolation or Restraint

School staff are authorized to use isolation or restraint:

- when responding to unpredicted, spontaneous behavior which poses a clear and present danger of serious harm to the student, another person, or property; or a clear and present danger of seriously disrupting the educational process; or
- as specified in a student's Individualized Education Program (IEP), aversive intervention plan (AIP) and in a manner consistent with Chapter 392-172A WAC, or in the student's 504 plan.

Under no circumstances will isolation or restraint be used for purposes of discipline or punishment.

C. Review of Incident

Following release of a student from isolation or restraint, the school will:

- review the incident with the student and their parent/guardian (though not necessarily at the same time) to address the behavior that precipitated the incident; and
- review the incident with the staff member who administered the isolation or restraint to discuss whether proper procedures were followed.

D. Reporting Requirement

If any school staff member or school administrator isolates or restrains a student on an IEP or a 504 plan during school-sponsored instruction or activities, he or she will:

- inform the principal or designee as soon as possible and;
- submit a written report of the incident to the district office within two (2) business days that contains, at a minimum:
 - the date and time of the incident;
 - the name and job title of the staff member who administered the restraint or isolation;
 - a description of the activity that led to the restraint or isolation;
 - the type of restraint or isolation used on the student, and the duration;
 - whether the student or staff was physically injured during the restraint or isolation; and
 - any medical care provided to the student or staff.

E. Parent/Guardian Notification

The principal or designee will:

- make a reasonable effort to verbally inform the student's parent/guardian of the incident within twenty-four (24) hours of the incident; and
- send written notification no later than five (5) business days after the incident occurred in the language that the school customarily provides school-related information to the parent.

IEPs will include the above procedures for notification of parents/guardians regarding the use of isolation and restraint on their student.

F. Providing Parents/Guardians with Restraint and Isolation Policy

The school will provide parents/guardians of students on IEPs or 504 plans with a copy of the school's policy on Isolation and Restraint when the IEP or 504 program is created.

Statewide Outreach Team Activity

District -each line a different contract/service	Number of visits	Visit Dates									
		red print = visit not confirmed with a report black print = visit complete report complete, green fill = NO CHARGE									
Bellevue	3										
Bellevue											
Bethel	1 + 4 (eval?)										
Bridgeport	3	11/25									
Bridgeport	3	11/25									
Chehalis/Centralia											
Davenport											
Ellensburg	2	11/1									
Elma	1+3	8/30									
Federal Way	eval										
Federal Way											
Federal Way	1/2 day										
Fife											
Fife											
Fife											
Finley	6	10/24	11/7								
Freeman											
Grandview											
Grandview											
Granger	7	10/31									
Granger	7	10/31									
Highland	1 +4	10/30									
Highline											
Highline	1 eval										
Highline	1+2 eval	12/6									
Highline	1+2 eval										
Highline	1+2 eval										
Highline	eval										
Highline	eval										
Issaquah	1+7	10/2	10/30	12/6							
Issaquah	1+4										
Issaquah	1 + 4	10/2									
Issaquah	5	10/14									
Issaquah	3	11/4									
Issaquah	5										
Issaquah	2	12/5									
Issaquah		11/21									
Issaquah		11/12									
Issaquah		11/21									
Issaquah	1										
Issaquah	1+1										
Kent	10										

Statewide Outreach Team Activity

Lake Stevens	4	8/29									
	RG	9/27	10/4	10/11	10/18	10/25	11/8	11/15	12/6		
Lakewood	4										
Lakewood	4										
Mead	1+2										
Mead	1+2										
Mead	2	10/17									
Medical Lake (Audiology)		9/26									
		9/26									
		9/26									
Medical Lake											
Mercer Island											
Montesano	5	10/3									
Mount Vernon											
Mount Baker											
New Port											
North Kitsap	eval										
North Thurston											
North Thurston											
Okanogan											
Okanogan											
Okanogan											
Okanogan											
Olympia											
Pe Ell	1+2										
Pasco	10	6/28	10/1	11/5	11/21	11/27	12/3				
Pasco	3	10/24									
Pasco	1 + 2	10/24									
Pasco											
Pasco		10/24									
Private - Epiphany	inserv + 3	8/30	11/6								
Private - Epiphany	inserv + 3	8/30	11/6								
Private - The Island Schoc	inserv + 3	9/23									
Private - Diocese of Spokane		12/4 (in	12/11 FLE								
Private - Northshore Chri:	5										
Pullman	1 (for Ilyana) + 10 (shared)										
Puyallup	eval only										
Renton	6	12/9									
Richland	1	10/7									
Royal City											
Royal City	1	11/11	12/12 (follow up k20)								
South Whidbey	1										
Steilacoom	1										

Statewide Outreach Team Activity

Snoqualmie Valley	10										
Snoqualmie Valley											
Spokane	2	12/4	1/9								
Sunnyside	Prog Rev	9/10	10/24								
Sunnyside	eval/coach										
Sunnyside	eval'										
Sunnyside	eval										
Sunnyside	eval										
Tacoma	3	10/21	12/12								
Tacoma	1+2										
Tahoma	1 + 5										
Tahoma	1 + 5										
Tahoma	5	8/26	9/23								
Tahoma	5	10/10	10/18								
Tahoma	1 + 1	10/10	11/18								
Walla Walla											
Wenatchee											
West Valley											
White Pass											