

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



Board of Trustees Packet

September 25, 2013

**WASHINGTON STATE CENTER FOR
CHILDHOOD DEAFNESS & HEARING LOSS
Board of Trustees Packet
September 25, 2013**

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

AGENDA ITEMS

- Board Minutes
 - June 7, 2013
- Reports:
 - Director - Rick Hauan
 - Superintendent - Jane Mulholland
 - Human Resources – April Lynch
 - Business Operations – Jessica Sydnor
 - Outreach - Kris Ching, Carol Carrothers
- Strategic Planning
 - Executive Order 13-04 ~ “Results Washington”

INFORMATIONAL ITEMS

- September 2013 enrollment at WSD

**WASHINGTON STATE CENTER FOR
CHILDHOOD DEAFNESS & HEARING LOSS
Board of Trustees Meeting
September 25, 2013**

- 11:00 a.m. Call meeting to order and determination of a quorum
- 11:10 a.m. Approval of June 7, 2013, minutes
Election of Vice Chair
- 11:25 a.m. Reports
 - Board Finance Committee
- 12:00 noon Lunch
- 1:00 p.m. Reports continued:
 - Director – Rick Hauan
 - Superintendent – Jane Mulholland
 - Human Resources/Business – Jessica Sydnor
 - Outreach – Kris Ching, Carol Carrothers
- 2:00 p.m. Fee structures
Jessica Sydnor, Business Services Manager
- 2:15 p.m. Strategic planning
- 3:00 p.m. Adjourn

Next meeting: November 1, 2013 @ WSD (10:45 a.m. – 3:30 p.m.)

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
Vacant		1				
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
Val Ogden	2916 NE 88 th Court Vancouver, WA 98662	3	(360) 254-8886	01/20/11	07/01/15	val.ogden@cdhl.wa.gov repval@comcast.net
Nita Kamphuis, Chair	635 S. Hawaii Place Kennewick, WA 99336	4	(509) 967-6059 (509) 539-0962 cell	09/19/08	07/01/13	nita.kamphuis@cdhl.wa.gov
Char Parsley	3427 W. 7 th Avenue Spokane, WA 99224	5	(509) 838-3770 TTY (509) 315-2128 VP	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 Fax: (360) 443-3662
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 Fax: (253) 288-3463
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 fax (253)517-1053
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 Fax: (360) 491-8745

WASHINGTON SCHOOL FOR THE DEAF

2013/2014 School Year

July 13

S	M	T	W	T	F	S
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March 14

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November 13

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April 14

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27	28	29	30			

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> <ul style="list-style-type: none"> -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 style="color: green;">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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<i>Registration Day/Labor Day*</i>	September 2, 2013	<i>Spring Break</i>	April 7-11, 2014
<i>First Day of School</i>	September 3, 2013	<i>Memorial Day</i>	May 26, 2014
<i>Veterans' Day**</i>	November 11, 2013	<i>High School Graduation</i>	June 12, 2014
<i>Thanksgiving Break</i>	November 25-29, 2013	<i>8th Grade Graduation</i>	June 18, 2014
<i>Winter Break</i>	Dec. 23, 2013-Jan. 3, 2014	<i>Last Day of School</i>	June 18, 2014
<i>Martin Luther King Jr. Day**</i>	January 20, 2014		
<i>WSD's 128th Birthday</i>	February 3, 2014		
<i>President's Day**</i>	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
June 7, 2013**

Board Members: Allie Joiner (District #2)
Val Ogden (District #3)
Nita Kamphuis (District #4)
Char Parsley (District #5)
Rita Reandeau (District #6)
Sidney Weldele-Wallace (District #8)
Nancy Fitta (District #9)
Larry Swift (District #10)

Absent: Ariele Belo (District #7)

Director: Rick Hauan

Superintendent: Jane Mulholland
Legal Counsel: Bonnie Terada

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

Guests: Jessica Sydnor, Business Services Manager
Piper Gallucci, Teacher of the Deaf
Shauna Bilyeu, Assistant Principal
Wendy Schlitz, School Counselor
Anna Haslund, PHSP participant
Dan Crady, PHSP coordinator
Lorana Myers, Program Specialist

The meeting was called to order by Nita Kamphuis, chair, at 10:50 a.m.

Welcome new Board member!

Welcome to Nancy Fitta, our newest Board member representing Congressional District #9!

Nancy is Director of Special Programs at the Fife School District in Tacoma. Both of her parents graduated from WSD so she is very happy to be "home".

WSD Graduation 2013

Thanks to everyone who attended last night's graduation in the beautiful newly remodeled Lloyd Auditorium. What a great evening!

Post High School Program (Dan Crady, PHSP Coordinator, Anna Haslund, PHSP participant)

Three transition fairs have been held this year; Spokane, Puyallup, and Vancouver. The goal is to add a fourth transition fair in the Seattle area. The tentative schedule for next school year is:

- Spokane – October 26
- Puyallup – January
- Vancouver – May
- Seattle – To be decided

Five PHSP participants graduated the program this year and four new applications have been received so far for fall.

Anna Haslund participated in the PHSP this past year. She has been attending Clark College and would like to become a dance teacher. Anna has volunteered to visit high schools and let students know how beneficial the PHSP has been to her and how it has helped her to become more self-confident and independent.

Thanks to Dan Crady, who has not only represented WSD throughout the state, but is noted for his work in transition on the national level as well.

Guidance Curricula (Wendy Schlitz, School Counselor)

The “Second Steps – A Violence Prevention Curriculum” was taught in the Pre-K through 8th grade classes this school year. The “Steps to Respect”, which focuses on bullying prevention, was taught in grades 3-6. There was significant improvement in student awareness from the beginning of the school year to the end. The changes were amazing and many of the students are applying what they have learned in class to home situations.

Next year plans:

- Continue lessons looping grades
- Parent training
- Data collection
- Build on staff training based on survey results

Positive Behavior Intervention System (PBIS) (Piper Gallucci, Teacher of the Deaf, Shauna Bilyeu, Assistant Principal)

PBIS is a 3-tiered system of behavior management:

- General population
- Extra supports
- Intensive support

The specifics of PBIS are:

- Create a positive culture of learning and behaviors
- Framework not a curriculum
- Respects the school culture develops a shared positive culture

- Positive Expectations are clearly defined
- Expectations are taught
- Positive Behaviors are recognized

The elementary department adapted the program to fit students' grade level. Students became Terrier Pups and received a "Paw" for good behavior. The secondary students had a "Student of the Month" program which recognized students for positive behaviors.

Thank you to the staff for their great work on the PBIS program!

Minutes – April 19, 2013, meeting

Change: (page 2 – last bullet point) add the word "year" as it should read "..... two to five year....." Sidney moved to approve the April 19, 2013, meeting minutes with the change noted above. Rita Reandeau seconded the motion. It was voted on and approved.

Reports (Due to time constraints oral reports will be limited)

Finance Report (Rita Reandeau, Board member)

- SACS (Small Agency Client Services) has indicated that they will not be closing out the fiscal year. Nita Kamphuis, Board Chair, and Rick Huan, Director of CDHL, will co-author a letter to SACS which states that closing the books at the end of the fiscal year was part of the agreement.
- Statewide Outreach
 - A management system to track outreach consultations is being drafted which will provide much needed data. This data can be used to track current and future needs throughout the state.
 - CDHL, in partnership with school districts, is hiring three Teachers of the Deaf. The teachers will be located in the following school districts:
 - Sunnyside
 - Pasco
 - Central Kitsap
 - A reporting system is being developed that will help manage the way we work with our partnership consultants and CDHL staff who are on the Statewide Outreach Team.
 - Outreach services are extremely important but we also have to be sensitive to the needs at WSD.
 - CDHL is committed to collaborative governance with school districts to help ease the financial burden in providing legally mandated services to DHH students throughout the state. The "State of Educational Services To Deaf, Deaf-Blind and Hard of Hearing Children and Youth in Washington", submitted to the legislature in December 2010, outlines this commitment.
 - A supplemental budget request will be submitted asking for additional monies so that CDHL can adequately provide resources desperately needed throughout the state.

- The Finance Committee is recommending that the Board approve a revised fee structure for outreach consultation services with the caveat that Statewide Outreach Team representatives emphasize the report submitted to the legislature and CDHL's commitment to assist school districts, students, and families. A copy of the updated letter will be sent to the Board members. The new suggested fee structure is:
 - Initial Consultation: \$400.00
 - Follow-up Visits: \$200.00 per visit

Larry Swift moved to approve the change fee structure as indicated above. Char Parsley seconded the motion. It was voted on and approved.

Jane Mulholland, Superintendent

- The secondary principal position has been reposted. Bill Newell has agreed to stay until the end of September, if needed. If a Principal has not been hired by September 30, Jane Mulholland will assume the position until a qualified person is hired.
- Mark your calendars: September 25th is the Grand Opening of the newly renovated Lloyd Auditorium. The Governor has been invited to attend. Featured entertainment will be well known Deaf performer and comedian, John Maucere.

Executive Session

The Board went into Executive Session at 1:22 p.m. for 30 minutes 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...." The meeting reopened at 1:50 p.m. and closed for an additional 15 minutes. The meeting reopened at 2:10 p.m.

Election of Chair and Vice-Chair

Allie Joiner nominated Nita Kamphuis to serve as Chair for the 2013/2014 school year. Nancy Fitta seconded the motion. It was voted on and approved.

The nominations for Vice-Chair were tabled to the July 2nd meeting. Sydney Weldele-Wallace said she would be interested in this position for the upcoming school year.

Future meetings

- July 1, 2013: Retreat @ WSD (11 a.m. – 6 p.m.) – cancelled due to government shut down plan.
- July 2, 2013: Board meeting @ WSD (9 a.m. – 2 p.m.) – cancelled due to government shut down plan.
- September 25, 2103: Board meeting @ WSD (11 a.m. – 3 p.m.)

The remaining meetings will be held 10:45 a.m. – 3:30 p.m.

- November 1, 2013 @ WSD
- January 10, 2014 @ WSD
- February 7, 2014 in Olympia
- March 7, 2014 @ WSD

- April 4, 2014 in Spokane
- May 2, 2014 @ WSD
- June 13, 2014 @ WSD (tentative)

Adjournment

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

Nita Kamphuis, Chair
CDHL Board of Trustees

Rick Hauan, Director
CDHL

Date

Date

**CDHL Board of Trustees Meeting – September 25, 2013
Reports from Director, Superintendent, Outreach Directors,
Human Resources Manager**

Rick Huan, Director

On-going

- Governor's Goal Council meeting on World Class Education

June 2013

- Met with Central Valley School District (Spokane Valley) staff
- WSDS/CDHL Retreat @ NCESD/Wenatchee
- IEP meeting assistance at Holmes Elementary (Spokane)
- Met with HOPE School staff
- Met with OSPI's Director of Special Education, Doug Gill

July 2013

- Combined Summer Institute ~ Wenatchee

August 2013

- Meeting with Rechele Brooks, University of Washington
- PESB presentation regarding HB 1144 ~ Interpreter training bill
- Statewide Outreach Team Retreat
- Met with Special Education Director ~ Sunnyside School District
- Spokane area parent meeting
- Attended HOPE School board meeting
- Met with audiologist at East Valley School District
- Met with Hope School and Spokane School District staff
- EHDI 2014 preparation meeting held in Spokane
- ODHHS/CDHL Collaboration meeting

September 2013

- Budget Assistant to the Governor, Kate Davis, visits WSD
- WSDS meeting held at NCESD/Renton
- Core meeting for Spokane School District
- Special Education Director's meeting ~ ESD 101/Spokane
- DHH meeting in Bow lake

Jane Mulholland, Superintendent

Opening of School: WSD has had an excellent start to the school year including some new events for parents.

- BBQ—all families, both day and residential, were invited for a BBQ on Labor Day from 12 – 1:00 pm. A good number of families and staff turned out and enjoyed meeting each other and greeting old friends. Kudos to the Nutrition Services staff who supplied the food and to the LT who did the cooking and serving.
- Parent Meeting—1:00 – 2:00 pm was a parent meeting. Staff shared information about the school year, and parents had a chance to connect with each other. Those interested in being able to contact other parents during the year signed a form allowing WSD to share their phone number and email. WSD has put that information together in a parent directory and distributed it to the parents that signed up.
- New Student Orientation—In order to help new students feel more comfortable the first day of school, a new student orientation led by our Bilingual Services Staff and school counselors took place Monday evening after students moved into the cottages. The classroom and instructional setting is quite different for students who have been in mainstream classes with an interpreter. Staff felt the orientation was a good support for the new students, and we will likely continue in the future.
- Ice Cream Social—For the fourth or fifth year, we had an ice cream social for all staff, students and families that were able to join us at 2:00 p.m. the first day of school. The LT once again scooped ice cream and served all the toppings. So many people came that we ran out of ice cream for the first time ever. Shannon Jordan came to the rescue by rounding up Dixie cups and popsicles from the cafeteria and bringing them over. A good time was had by all!

New Students: To date WSD has accepted 21 new students, with 11 more students in some aspect of the admissions process. After graduating a large class and having several families move away during the summer, our numbers this year will probably settle again between 110 – 120 students. The significant trend we have seen is in the growth in the elementary department. We have created a 5th classroom and will likely end up with 34 – 35 students this year—up 10 from last year.

AEBPD Training:

- WSD teachers and related services staff completed Levels 1, 2, 3 and 4 of the ASL-English Bilingual Professional Development (AEBPD) program last school year. Our mentors, April McArthur, Shauna Bilyeu, Raye Schafer and Jenn Christianson did an excellent job of providing this training over the past 4 years.
- In order to train new staff and those that have been hired since the original training began, the mentors have revised and updated the training and condensed it into 3 very intensive weeks. The first week was offered to staff in August 2013 with 10 new staff participating. The second week will be offered

after school is out in June, and the third week in August 2014. This training will be offered every two years on an ongoing basis.

- **Mentor Updates**—Shauna Bilyeu has resigned her role as AEBPD mentor to focus on her new duties as principal of the elementary department and related services. Pamela Whitney has been selected as our new mentor. Pam completed the AEBPD training last spring. She brings a lot of experience with early childhood, which will be a nice additional perspective for the group.

CSI Training: As in the past several years, WSD staff and CDHL outreach staff had a major role in presentations at the Combined Summer Institute in Wenatchee in July. April McArthur, Pamela Whitney, Kris Ching, Maura Berndsen and Kerianne Christie provided a 3 day strand on early childhood, covering programing and considerations from both bilingual and listening and spoken language perspectives. Raye Schafer presented on iPads in the classroom and did an amazing job! Cathy Corrado and Justin Carvitto taught a session on Common Core State Standards, April McArthur did another workshop on Creating a Deaf Friendly Classroom, Lauren Goods presented on Advocacy vs. Enabling, Rebecca Houghton talked about Executive Functioning, and Paul Bert trained on the Role of the Interpreter. Last, and the very best, were Trevor Dockter and Jonah Winninghoff who delivered the keynote address on Leadership. They were articulate, inspiring and professional. They impressed the audience and in particular, Cathy Fromme from OSPI, who asked Dr. Doug Gill, State Special Education Director, if they could present the keynote at next year's Washington Association of Special Education Administrators Conference, and he has agreed. All of these presenters made the outreach team and WSD proud!

Deaf Awareness Week: Special thanks to Lyra Behnke, Krissy Walker and Cathy Bennett for coordinating all Deaf Awareness Week (DAW) activities. This year's theme was Deaf Milestones. The opening kickoff was Monday, September 23rd, and was attended by dignitaries from the city of Vancouver, the Governor's Office and local legislators. The closing assembly will be Friday, September 27, with special guest presenter Julia Peterson. Tyler DeShaw prepared mini lessons for teachers to use during the week. DAW is an important annual event that promotes a deeper understanding of and appreciation for the incredible achievement of Deaf individuals, instills pride in being Deaf, and reinforces students' belief they can accomplish anything through setting goals and hard work.

Lloyd Auditorium Grand Reopening: April McArthur, emcee for the evening's festivities, has taken the lead in planning and coordinating the night's events. The evening begins with the unveiling of the student art work led by WSD alum Guy Wonder from 5:30 – 6:15 pm. The auditorium program begins at 6:30 with WSD student participation, a

ribbon cutting ceremony, and special performance by John Maucere. Special thanks to Judy Smith and her amazing staff for all the planning and support they have provided. Their “touches” turn an ordinary event into an event to remember!

Open House & Homecoming-September 26: The schedule of events includes: 8 – 1 pm—class visits; 1 – 2—pep assembly; 2 – 3:15—parent/teacher conferences; 4:00—football game vs. OSD; 6:45—volleyball game vs. OSD; 8:00—homecoming dance with OSD students invited to stay. The twice annual book faire will be set up in the library all week.

Discussion:

- PBIS
- Year of the Parent
- Lloyd Auditorium Grand Reopening

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

Italicized = Early Childhood related

June

- Highline School District Program Review – 6/3
- Anacortes Program Meeting – 6/4
- CDHL Presentation to Seattle Children’s Hospital – 6/11
- *Professional Preparation in Cochlear Implants (PPCI) Capstone Project (San Antonio, TX) 6 /17-22*
- Pasco School District Consultation 6/24
- *Dept. of Health/EHDDI Grant Deliverables Due – 6/ 24*
- WSDS/CDHL Retreat (Wenatchee) – June 26-27
- Guide By Your Side (Hands & Voices) Training for WA & OR @ WSD campus – June 28-29

July

- Proctored EIPA in Tacoma & Ellensburg – July 7 & 9
- Combined Summer Institute (East Wenatchee) – July 22-25
 - Deaf-Hard of Hearing
 - *DHH Preschool Strand*
- AEBPD Training (Ellensburg) – July 28-31
- *UW I-Labs (Seattle) – July 29*
- Ed Interpreter Executive Meeting (Olympia) – July 29
- Professional Educators Standards Board Meeting (Olympia) – July 30

August

- Hands & Voices Board Meeting – August 1
- WASA/OSPI Special Education Conference (Tacoma) – August 1-2
- Presentation to WSAD Conference – August 3

- CDHL Outreach Team Retreat (WSD) – August 6-7
- Proctor EIPA in Spokane – August 19
- *ESIT Local Lead Agency Meeting (West - Longview) - August 21*
- IEP Meeting Renton School District – August 22
- Parent Meeting (Seattle) – 8/22
- *EHDDI Spokane Mini-Summit – August 23*

September

- WSD First Day of School! – Sept. 3
- Meeting with Eric Raff, ODHH – Sept 4
- WSDS/CDHL meeting (PSESD) – Sept 11
- *Early Childhood Director meeting (ESD 112) - Sept 13*
- *SW WA Lead FRC meeting (ESD 112) – Sept 16*
- *Clark County Interagency Coordinating Council meeting (ESD 112) – Sept 17*
- *Community Asset Mapping (CAM) meeting for Clark County – Sept 18*
 - *Workgroup focused on standardized developmental screening and increased access to early intervention services for families/children in Clark County*
- *Early Childhood DHH Workgroup meeting (Olympia) – Sept. 19*
- *ESIT WAC Stakeholder meeting (PSESD) – Sept 25*
- *EHDDI Update for Pediatric Audiologists (Kent) – Sept 27*
- DVR – CDHL Contract meeting (Olympia) – Sept 30

April Lynch, Human Resources Manager

New Staff Members / New Appointments

Management:

Food Manager 2	Hired E. Renee Cunningham
Elementary Principal	Shauna Bilyeu promoted into position

Academic:

Elementary School Secretary	Hired Breanna Gocha
Science Teacher	Hired Ryder Patton
ASL/English Teacher	Hired Dana Hoover
CBFI Teacher	Hired Karl Reddy
Non-perm TA – Special Needs 1:1	Appointed Candace Davis
On-call TA	Hired Joshua Olson

Food Service:

Cook	Jennifer Boyd promoted into position
Food Service Worker	Hired Tonya Parrish

and Women Business Enterprises statewide goals. We are very grateful to Lorana and lucky to have her on the CDHL team.

Buildings and Grounds:

- It has been a very busy few months for the Buildings and Grounds Team. We had a Maintenance Mechanic vacancy for the majority of the summer but despite our staffing shortage, the team was able to complete 80 work orders, primarily for the Academic and Residential Department. Warren Pratt, our Building and Grounds Manager, has also been working diligently to complete the Auditorium renovation in time for our Grand Re-Opening. As I am sure our board knows, this has been anything but an easy task. The architects and contractors are still working through the final details of the punch list and Warren has been working side-by-side with the Business Office to ensure we are aware of changes.

Interpreters:

- The Interpreter department has joined the Business Office Team as of this August. This is a great connection as the Interpreter department has a business function and impact. Currently we have two interpreters who work for CDHL and as needed, we utilize contracted services. Having this department on the team, and working with Katie Raymond and Julie Moore, has been a great learning opportunity for me especially. I look forward to learning more about their department and how we can expand and support those services.



STATE OF WASHINGTON
OFFICE OF THE GOVERNOR

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EXECUTIVE ORDER 13-04

RESULTS WASHINGTON

PREAMBLE

Washington State and its public servants are committed to the continuous improvement of services, outcomes, and performance of state government, to realize a safe, beautiful and healthy place to live and work. In order to achieve these aims, “Results Washington,” an innovative, data-driven, performance management initiative, will drive the operations of state government through Lean thinking. This initiative will aid state leaders in fact-based decision-making, enhancing the breadth of understanding, focus, and commitment to our customers—all Washingtonians.

WHEREAS, preparing students for the future, enhancing the conditions for job creation, valuing our environment, our health, and our people by fostering the spirit of innovation builds a thriving Washington; and

WHEREAS, immense opportunity exists to create a legacy of performance and accountability for the future; and

WHEREAS, with a unique strategy aligning policy, budget, and performance objectives, state government can be as innovative as the people it represents; and

WHEREAS, comprehensive data analysis serves an important role in increasing public accountability; and

WHEREAS, to remain leaders in this area, a state system rooted in cross agency collaboration that strives to improve services to its customers by analyzing data and coordinating performance improvement efforts is necessary; and

WHEREAS, “Quality Improvement,” “Government Management, Accountability and Performance,” and “Lean Transformation” generated improved services for our citizens, including better use of resources, decreased waste and delays, and increased transparency. Further empowering executive leaders, managers, and frontline employees across state government will invigorate state employees to build upon past successes;

NOW, THEREFORE, I, Jay Inslee, Governor of the state of Washington, by virtue of the power vested in me by the Constitution and statutes of the state of Washington do, effective immediately, hereby order and direct as follows:

1. Results Washington.

Results Washington is created within the Office of the Governor. Results Washington shall develop strategic improvement plans to manage, monitor and implement the five priority goals of this initiative: (1) World-Class Education; (2) Prosperous Economy; (3) Sustainable Energy and a Clean Environment; (4) Healthy and Safe Communities; and (5) Effective, Efficient, and Accountable Government.

The Director and staff of Results Washington shall oversee the development and implementation of the policies and services necessary to ensure successful implementation of this Executive Order. This shall include the development of: (1) the standards for the Governor Reports required pursuant to this Executive Order; (2) the framework to create a Lean culture enterprise wide; and (3) the deployment of the Lean Fellowship and the Lean Expert Partnership Program.

2. Agencies, Boards, and Commissions.

The Director of each state agency, board, commission, and other organization that reports to the Governor shall be responsible for executing the following:

- a. Citizen Engagement. Each Director shall make Washingtonians' priorities the primary focus of operations by increasing continuous engagement, opportunities for involvement, and enhancing the understanding of the people we serve.
- b. Employee Engagement. Each Director shall ensure all state employees have the opportunity for increased engagement and involvement with administration and agency leadership. Washingtonians require a more innovative and responsive government structure to enable all state workers to perform to the highest of their abilities.
- c. Cross-agency Collaboration. Each Director shall be continually active in the exchange of new ideas and insights to achieve the five-priority goal areas of Results Washington, including ongoing reporting to the Governor's Office.
- d. Governor Reports. Each Director shall provide regular reports to the Governor. In advance of the reports to the Governor: (1) organizations shall submit the requested data to Results Washington; and (2) the Director of Results Washington shall produce a report, provided to relevant directors, to track progress against defined measurable goals. Each Director shall be responsible for the data provided to Results Washington by their department.
- e. Alignment. Each organization shall develop, implement, and sustain a responsive, innovative, and data-driven culture and conduct day-to-day operations, legislative efforts, and regulatory or policy reforms and initiatives in alignment with the five goal areas set forth by Results Washington.
- f. Accountability. Each Director shall coordinate with Results Washington staff to allow for more frequent reporting, review of goals, and thorough analysis of organizations' data, measures, and communications as necessary, to facilitate the achievement of specific goals or to address management inefficiencies.

The Director of Results Washington, in collaboration with the Governor's Executive Management Team shall also be responsible for implementing a continued customer oriented approach to state government by increasing public awareness of opportunities for participation in efforts to improve our state. To that end, Results Washington shall utilize technology to promote a system of open data that is regularly updated, transparent, and communicated.

All other elected officials, agencies, boards, and commissions and institutions of higher education are invited to follow the provisions of this Executive Order.

This Executive Order, which supersedes Executive Orders 05-02 and 11-04, shall take effect immediately.

Signed and sealed with the official seal of the state of Washington on this 10th day of September, 2013, at Olympia, Washington.

By:

/s/

Jay Inslee
Governor

BY THE GOVERNOR:

/s/

Secretary of State

INFORMATIONAL ITEMS

