

*Washington State Center for
Childhood Deafness & Hearing Loss*

Board of Trustees Packet

February 1, 2010



**Washington School for the Deaf
Board of Trustees Packet
February 1, 2010**

- Agenda
- Updated Board of Trustees listing
- School Calendar 2009/2010

AGENDA ITEMS

- Minutes – January 11, 2009, Board Meeting
- Director and Superintendent's Report

INFORMATIONAL ITEMS

- School Year 2009/2010
 - Enrollment
 - Behavioral Referral (BRF) – three year comparison
- Budget Reports
 - Budget Summary for the Board of Trustees
 - Charts
 - Allotment vs. Expenditures FY 2009
 - Monthly Balances FY 2009
 - WSD Expenditures by Month & Year

WASHINGTON SCHOOL FOR THE DEAF
BOARD OF TRUSTEES MEETING
February 1, 2010

- 5:00 p.m. Call meeting to order and determination of a quorum
- Announcements and introduction of guests
 - Approval of January 11, 2010, meeting minutes
- 5:30 p.m. Note: Adjourn to eat dinner with student in the Kastel Building Cafeteria
- 6:30 p.m. BRF (Behavioral Referral Form) Data
Nancy Sinkovitz, Director of Residential Services
- 6:45 p.m. Assessment Update
Shauna Bilyeu, Curriculum & Assessment Coordinator
- 7:30 p.m. Reports:
- Director
Rick Hauan, Director
 - Superintendent
Jane Mulholland, Superintendent
- 8:15 p.m. Plan for March 1, 2010 Board Meeting in Olympia
- 8:30 p.m. Adjourn

WASHINGTON STATE CENTER FOR CHILDHOOD DEAFNESS & HEARING LOSS

BOARD OF TRUSTEES

Rick Hauan, Director (360) 696-6525, ext. 0400 (rick.hauan@wsd.wa.gov)
 Jane Mulholland, Superintendent (360) 696-6525, ext. 0402 (jane.mulholland@wsd.wa.gov)
 Judy Smith, Executive Assistant (360) 696-6525, ext. 0401 (judy.smith@wsd.wa.gov)

Voting Members	Address	Cong Dist.	Contact Information	Date Apptd.	Term Expires	E-Mail/Fax
Allie "AJ" Joiner	15806 18 th Ave. W., B 102 Lynnwood, WA 98087	1	(425) 329-8433 VP	08/30/06	07/01/10	allie.joiner@wsd.wa.gov
Pat Clothier Chair	11290 Walker Road Mount Vernon, WA 98273	2	(360) 757-4259 V/TTY (H) (360) 420-4256 cell	06/27/02	07/01/10	pat.clothier@wsd.wa.gov clothierpat@gmail.com
Gail Pollock	5808 NE 36 th Avenue Vancouver, WA 98661	3	(360) 695-4769 (360) 521-4769 cell	02/09/06	07/01/10	gail.pollock@wsd.wa.gov
Nita Kamphuis	5404 S. Caballo Rd. Kennewick, WA 99338	4	(509) 627-1368 (509) 967-6050 (509) 539-0962 cell	09/19/08	07/01/13	nita.kamphuis@wsd.wa.gov
Char Parsley	3427 W. 7 th Avenue Spokane, WA 99224	5	(509) 838-3770 TTY (509) 315-2128 VP	03/16/07	07/01/11	char.parsley@wsd.wa.gov
Rita Reandeau Vice Chair	1636 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@wsd.wa.gov Fax: (360) 443-3662
Ariele Belo	1625 19 th Avenue Seattle, WA 98122	7	(206) 388-1275 TTY (206) 452-7955 (Video & Voice)	01/30/07	07/01/11	ariele.belo@wsd.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	07/01/11	sidney.wallace@wsd.wa.gov Fax: (253) 288-3463
Larry Swift	2306 Glen Kerry Ct., SE Lacey, WA 98513	9	(360) 491-8745	07/31/02	07/01/14	larry.swift@wsd.wa.gov Fax: (360) 491-8745

WASHINGTON SCHOOL FOR THE DEAF 2009/2010 School Year

July 09

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

December 09

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

May 10

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

August 09

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

January 10

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

June 10

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

September 09

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

February 10

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Key

Staff in-service days 

First and last day of school 

Non-school days - 

Travel days - **RED**

October 09

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

March 10

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Mark Your Calendar!

***Open House/Kastel Bldg. Grand Opening/
Homecoming Game
September 25, 2009**

***WSBC
January 27 - 31, 2010
Arizona School for the Deaf and the Blind
Awards Night - to be announced

November 09

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

April 10

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

After School Electives

Fall: September 15 - November 5, 2009
Winter: December 1 - January 28, 2010
Early Spring: February 9 - March 25, 2010
Spring: April 20 - June 3, 2010

New Employee Orientation	August 28	Thanksgiving Break	November 26-27
Teacher Pre-service Day	August 28	Winter Break	December 21-January 1
Registration Day**	August 30	Martin Luther King Jr. Day	January 18
First Day of School	August 31	President's Day	February 15
Labor Day	September 7	Spring Break	March 29-April 2
Ed. Reform (teachers)	September 8	Memorial Day	May 31
Safety Training for staff	November 9	High School Graduation	June 10
Veterans' Day Week	November 9-13	Last Day of School	June 18
Veterans' Day	November 11		

2009/2010 DAW & WASL SCHEDULE (tentative)

Elementary/Middle School: May 10-June 4, 2010

High School DAW (11th & 12th grade) - Nov. 1-9, 2009

High School Reading - March 16, 2010

High School Writing - March 17-18, 2010

High School Math - April 13, 2010

High School Science - April 15, 2010

****Transportation will not be provided on Registration Day**

**Quarters end: 1st Quarter: November 3, 2009; 2nd Quarter: February 1, 2010;
3rd Quarter: April 14, 2010; 4th Quarter: June 18, 2010**

AGENDA ITEMS

**WASHINGTON STATE CENTER FOR
CHILDHOOD DEAFNESS & HEARING LOSS
BOARD OF TRUSTEES MEETING
DoubleTree Southcenter/Tukwila
January 11, 2009**

Board Members: Allie Joiner (District #1)
Pat Clothier (District #2)
Nita Kamphuis (District #4)
Char Parsley (District #5)
Rita Reandeau (District #6)
Ariele Belo (District #7)
Sidney Weldele-Wallace (District #8)
Larry Swift (District #9)

Absent: Gail Pollock (District #3)

Legal Counsel: Bonnie Terada, Legal Counsel

Director: Rick Hauan

Superintendent: Jane Mulholland

Guests: Kris Rydecki, Outreach Director
Carol Carrothers, WSDS

Recorder: Judy Smith

Interpreters: Dave Morrison, Molly McGuire

The meeting was called to order by Pat Clothier, Board Chair, at 5:32 p.m. It was determined that a quorum was present.

Agenda – January 11, 2010

Sidney Weldele-Wallace moved to accept the published agenda, Nita Kamphuis seconded the motion. It was voted on and approved.

Minutes from December 4, 2009, meeting

Rita Reandeau moved that the December 4, 2009, minutes are approved as written. Ariele Belo seconded the motion. It was voted on and approved.

Reports

• **Rick Hauan, Director**

The Director gave the Board a brief update of meetings during the month of December and early January.

- Both the House and Senate Ways & Means Analysts visited WSD. Both visits went extremely well.
- Had a very productive meeting with Joyce Turner, Deputy Chief of Staff, regarding the upcoming bill for transfer to OSPI and proposed reductions.
- Meeting with Doug Gill, Director of Special Education, OSPI (Office of the Superintendent of Public Instruction) regarding the possibility of a move to OSPI and what those changes might look like. Very positive meeting.
- Randy Dorn, Superintendent at OSPI, visited both WSD & WSSB on December 16th. Superintendent Dorn would like to meet with Deaf community members. Board members were asked to email Rick with suggested names.
- The new Labor Advocate for WFSE (Washington Federation of State Employees) met with the Director, Superintendent and the local Federation President. This was a “get to know you” meeting.
- The Board was presented with a framed picture signed by the students and individual thank you cards from the Leadership Team in appreciation of all their hard work. The Board was thrilled with their gift and cards!
- The Board was also presented with a thank you card from the ILS (Independent Living Skills) students for their donation of \$150 to the “Adopt a Family” program.
- The Governor’s Budget includes \$2.5 million for auditorium repairs. If approved, this work could begin in July 2010.
- The Director passed out information regarding BRF (Behavioral Referral Form) data for the 2009/2010 school year. The information also included a comparison of the number of BRFs issued over the last eight years. Nancy Sinkovitz, Director of Residential Services, will have a BRF presentation at the February Board meeting. Thanks to Nancy for the great job in preparing this information!
- **Jane Mulholland, Superintendent**
 - The Leadership Team hosted a Staff Appreciation event on December 8th. What a great event!
 - PSO hosted a holiday party for students including a signing Santa. Each student was thrilled to receive a book picked out especially for them. PSO is also planning a series of evening programs for parents; the first to be held on January 20th.
 - The second Core Team meeting was held on December 10th. The first set of Stakeholder meetings will be held in Mt. Vernon, Lynnwood (January 12th) and Fife, Renton (January 13th).
 - Architects will be interviewed soon for upcoming minor works projects. These projects include creating restrooms in the north end of Clarke Hall and sidewalks to connect the cottages. If funds are available a new playground between the Student Health Center and Clarke Hall will be included. Once an architect is chosen, it is possible the projects could begin as early as February 8, 2010.
 - The Post High School Program currently has three students with another one joining soon. Another student will be visiting from the Vancouver area

next week and a WSD high school student may join PHSP during the second semester of his senior year.

- The pre-school classroom was broken into last evening, January 10th, and a teacher's laptop, an FM system, and other items were stolen. Safety measures are being taken to prevent future incidents.
- Fleet Management: Met with individuals from General Administration and they were very impressed with the records WSD has kept on their vehicles. Thanks to Alan Anderson who manages WSD's fleet for his great recordkeeping.
- Nikki Ekle retired as of December 31st and a retirement party will be held on Friday, January 15th (1-2 p.m.). All are welcome to attend.
- **Kris Rydecki, Outreach Director**
 - Due to icy weather, the Mini-Immersion has been rescheduled for March 5 & 6.
 - WSD will host the Deaf Fiesta April 10th in Sunnyside, Washington.
 - WSD Youth Leadership Retreat will be held at WSD March 10-12. This event will focus on 6-8th graders from throughout the state.
 - The Outreach Director attended several meetings last month to discuss the oral/aural program in the Tacoma area. This group is looking at what the needs are for an academic program. Maura Berndsen from Listen & Talk will be working with the Tacoma School District on this project.
 - An outreach consultation is scheduled this month in Colfax, Washington.

Policy 2nd Reading – Risk Management

Char Parsley made a motion to approve Policy 6510 (Risk Management). Allie Joiner seconded the motion. It was voted on and approved.

Plan for future Board meetings

After much discussion, it was decided to change the future Board meetings to the following dates:

- Monday, February 1 @ WSD (5 – 8:30 p.m.)
- Monday, March 1 in Olympia (5 – 8:30 p.m.)
- Friday, April 9 in Vancouver (10 a.m. – 3 p.m.)
 - Finance Committee will meet 8 – 10 a.m.
- May meeting cancelled as a budget savings measure
- June's meeting would stay as published on June

Nita Kamphuis made a motion to approve the above changes. Char Parsley seconded the motion. It was voted on and approved.

February agenda item: Board summer retreat to discuss the report mandated by E2SHB 1879 which is due to the legislature by December 1, 2010.

Adjournment

Sidney Weldele-Wallace moved the meeting be adjourned. Allie Joiner seconded the motion. It was voted on and approved. The meeting adjourned at 8:16 p.m.

Pat Clothier, Chair
CDHL Board of Trustees

Rick Huan, Director
CDHL

Date

Date

Director and Superintendent's Report

February 1, 2010

Rick Hauan, Director

- Special Education Directors at ESD 114 (Yakima)
- Meeting at ESD 101 (Spokane)
- RESPECT Meeting in Moses Lake
- SB 6491/HB 2849
Transferring the state school for the blind and the state center for childhood deafness and hearing loss to the office of the superintendent of public instruction.
- Meeting with Superintendent Randy Dorn/OSPI (Office of the Superintendent of Public Instruction)
- 2010/2011 School Year Calendar – Draft Options
- Performance Goals – 2nd Quarter (October – December 2009)

Jane Mulholland, Superintendent

- WSBC (Western State Basketball Classic)
- Mayor Tim Leavitt's visit to WSD
- Minor Public Works Project Update
- Second "rover" during graveyard shift for cottages

INFORMATIONAL ITEMS

Enrollment Information 2009/2010 School Year

Month	Vancouver Campus										Off Campus Outreach					
	Day	Residential	Post High School Apartments	Elementary	Middle	High	Post High School	Enrolled & Post High School	45-day diagnostic placement	Partnerships	Birth to 3		Partnerships			
											Southwest WA	Central WA	Listen & Talk (school year to date)	SRVOP	Consultations (school year to date)	Distance Learning
August	39	68	3	20	26	61	3	110	14	5	--	6	--	--	--	--
September	43	68	3	22	27	62	3	114	18	5	20	8	23	--	15	--
October	41	68	1	22	26	59	1	110	19	5	23	8	25	59	15	3
November	44	67	1	23	29	59	1	112	9	5	22	9	40	60	16	--
December	42	69	1	23	29	59	1	112	8	5	21	9	45	60	18	6
January	48	66	3	26	30	58	3	117	8	5	24	8	46	61	19	6
February																
March																
April																
May																
June																

Note: SRVOP & Long Distance Learning began in October

TOTALS	Vancouver Campus	Off-Campus Outreach	Total Served
Current Month Totals	117	164	281
Unduplicated count of students served on the Vancouver Campus - during the 2009/2010 school year	124		

Additional information:

Admissions Information	Students participating at:
Applications in process: 2	Hudson's Bay HS: 1
Waiting list: 0	
Beds available:	
**Boys: 7	
**Girls: 7	

SRVOP School District Participants		
Inchelium	Eastmont	Franklin Pierce
Pullman	Lake Chelan	Mercer Island
Royal City	Moses Lake	Peninsula
Sunnyside	Quincy	Tacoma
Toppenish	Waterville	Burlington-Edison
Yelm	Anacortes	Lakewood
Bethel	Bellingham	Mt. Vernon
Clover Park	Oak Harbor	Yakima

Behavioral Referrals (BRFs)

THREE YEAR COMPARISON - BEHAVIORAL REFERRAL FORMS (BRFs)

<i>Month</i>	2009-2010 School Year			2008-2009 School Year			2007-2008 School Year		
	<i>Enrollment</i>	<i>Days in Month</i>	<i># BRFs</i>	<i>Enrollment</i>	<i>Days in Month</i>	<i># BRFs</i>	<i>Enrollment</i>	<i>Days in Month</i>	<i># BRFs</i>
August	107	1	0	109	5	2	N/A	N/A	N/A
September	111	20	26	109	20	55	103	18	34
October	110	22	34	110	23	97	104	27	78
November	111	14	20	113	16	31	106	22	62
December	111	14	18	113	15	26	107	18	79
January	113	18	19	114	19	51	110	22	41
February		18		114	19	108	109	24	54
March		20		113	20	87	110	25	64
April		20		113	19	72	111	22	53
May		20		113	19	68	112	25	72
June		13		100	5	12	112	16	25

Budget Summary for the Board of Trustees

2009-10 School Year as of December 2009

Operating Budget - Annual - July 2009 through June 2010

Agency Annual Budget	\$8,676,000
Outreach Contracts Allotted	\$8,000
Year to Date Expenditures	<u>\$4,153,139</u>
Budget Balance for the year	\$4,530,861

Operating Budget (By Department)

Department	Annual Budget	Expenditures to Date	Balance Until Year End
Center Administration	\$1,314,812	\$687,822	\$626,990
School for the Deaf - Vancouver:			
<i>Superintendent's Office</i>	\$218,997	\$80,952	\$138,045
<i>Academic Program</i>	\$2,376,905	\$1,162,511	\$1,214,394
<i>Residential Program</i>	\$1,617,540	\$728,583	\$888,957
<i>Post Grad Program</i>	\$52,973	\$19,496	\$33,477
<i>Transportation Costs</i>	\$888,385	\$300,036	\$588,349
<i>Facilities</i>	\$590,386	\$290,657	\$299,729
<i>Nutrition Services</i>	\$286,821	\$138,427	\$148,394
<i>Special Activities</i>	\$0	\$0	\$0
Agency Indirect Costs	\$862,600	\$428,312	\$434,288
Statewide Outreach	\$373,873	\$239,731	\$134,142
Early Learning	\$106,794	\$54,149	\$52,645
Grants	\$6,086	\$22,463	\$28,549
Regional Center 1	\$0	\$0	\$0
Regional Center 2	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
Balances	\$8,684,000	\$4,153,139	\$4,530,861

Operating Budget (By Object)

Object	Annual Budget	Expenditures to Date	Balance Until Year End
Salaries	\$5,028,030	\$2,402,874	\$2,625,156
Benefits	\$1,721,369	\$877,697	\$843,672
Goods & Services	\$1,964,313	\$786,622	\$1,177,691
Travel	\$108,000	\$67,825	\$40,175
Equipment/Software	\$184,000	\$144,578	\$39,422
Reimbursements - See Notes	<u>\$321,712</u>	<u>\$126,457</u>	<u>\$195,255</u>
Balances	\$8,684,000	\$4,153,139	\$4,530,861

Capital Budget - Biennial

Minor Public Works Biennial Budget	\$820,000	New Construction Biennial Budget	\$1,712,543
Expenditures/Commitments to Date	<u>\$200,000</u>	Expenditures/Commitments to Date	<u>\$1,712,543</u>
Estimated Future Expenditures	<u>\$0</u>	Estimated Future Expenditures	<u>\$0</u>
Budget Balance	\$620,000	Budget Balance	\$0

Operating Budget By Department for the Month of December 2009

Department	December Budget	Expenditures for the Month	Balance for the Month	Balance from the Previous Month	Current Balance YTD
Center Administration	\$108,756	\$126,646	\$17,890	\$21,482	\$3,592
School for the Deaf - Vancouver:					
<i>Superintendent's Office</i>	\$18,836	\$12,553	\$6,283	\$18,746	\$25,029
<i>Academic Program</i>	\$211,769	\$195,000	\$16,769	\$7,514	\$24,283
<i>Residential Program</i>	\$129,947	\$134,866	\$4,919	\$47,247	\$42,328
<i>Post Grad Program</i>	\$4,244	\$3,192	\$1,052	\$4,131	\$5,183
<i>Transportation Costs</i>	\$91,423	\$35,903	\$55,520	\$45,343	\$100,863
<i>Facilities</i>	\$45,537	\$56,386	\$10,849	\$15,207	\$4,358
<i>Nutrition Services</i>	\$18,263	\$25,862	\$7,599	\$13,181	\$5,582
<i>Special Activities</i>	\$0	\$0	\$0	\$0	\$0
Agency Indirect Costs	\$74,200	\$79,177	\$4,977	\$25,915	\$20,938
Statewide Outreach	\$29,749	\$49,392	\$19,643	\$28,459	\$48,102
Early Learning	\$7,948	\$8,264	\$316	\$2,692	\$3,008
Grants	\$4,031	\$7,527	\$3,496	\$17,449	\$13,953
Regional Center 1	\$0	\$0	\$0	\$0	\$0
Regional Center 2	\$0	\$0	\$0	\$0	\$0
Balances	\$736,641	\$719,714	\$16,927	\$150,166	\$167,093

Operating Budget By Object for the Month of December 2009

Object	December Budget	Expenditures for the Month	Balance for the Month	Balance from the Previous Month	Current Balance YTD
Salaries	\$388,032	\$415,480	\$27,448	\$67,727	\$40,279
Benefits	\$149,474	\$157,401	\$7,927	\$14,382	\$22,309
Goods & Services	\$210,451	\$137,218	\$73,233	\$97,402	\$170,635
Travel	\$12,800	\$17,328	\$4,528	\$5,847	\$10,375
Equipment/Software	\$8,000	\$20,676	\$12,676	\$4,098	\$8,578
Reimbursements from Others	<u>\$32,116</u>	<u>\$28,389</u>	<u>\$3,727</u>	<u>\$1,168</u>	<u>\$2,559</u>
Balances	\$736,641	\$719,714	\$16,927	\$150,166	\$167,093

Previous Monthly Balance **\$150,166**

Current Monthly Balance **\$167,093**

Gain/Loss for the Month **\$16,927**

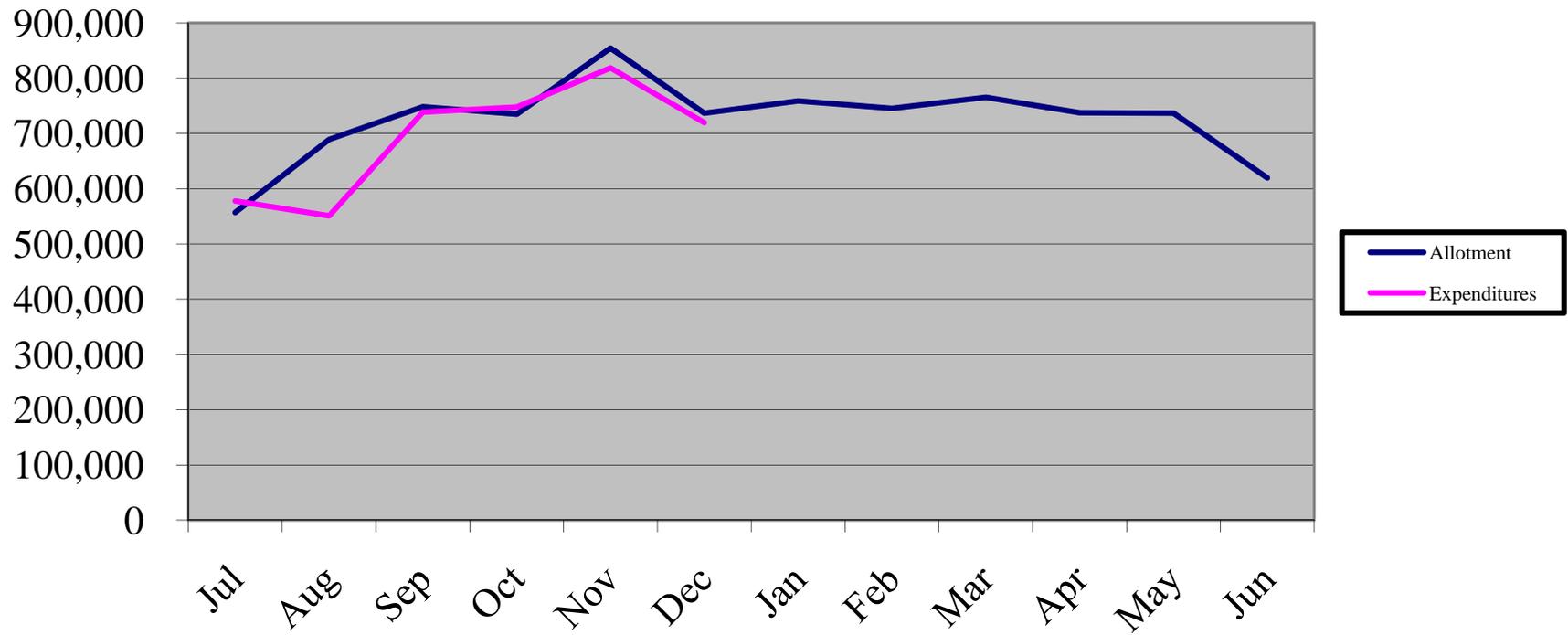
Project for Fiscal Year End **Balanced**

Notes: \$84,000 was added to the budget from the "Saving Incentative Account" to cover the cost of installing the Visual Signaling System.

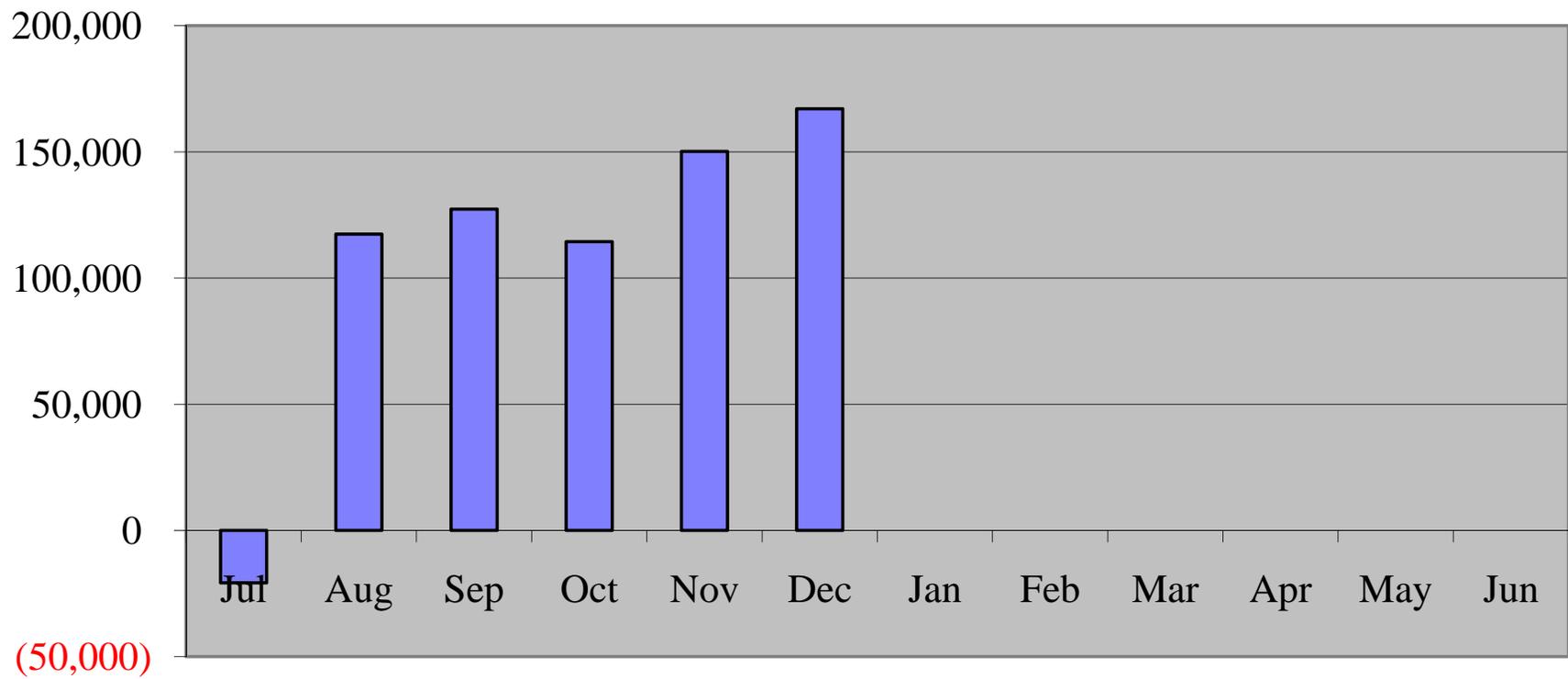
Reimbursements are a recovery of expenses such as USDA, paid meals, SRVOP administrative fee, etc.

Action Plans:

Allotment vs Expenditures FY 2010



Monthly Balances FY 2010



WSD Expenditures by Month & Year

