

***Washington School
for the Deaf***



***Board of Trustees
Packet***

November 7, 2008

Washington School for the Deaf Board of Trustees Packet

- Agenda
- Updated Board of Trustees listing
- School Calendar 2008/2009

AGENDA ITEMS

- Minutes – October 3, 2008, Board Meeting
- Superintendent's Report
 - Agenda
- Policy Review
 - Student Teacher-Intern (Policy: 5600)
 - Student Teacher/Intern Agreement (5600F1)

INFORMATIONAL ITEMS

- School Year 2008/2009
 - Behavioral Referral (BRF) – three year comparison
 - Enrollment Information

**WASHINGTON SCHOOL FOR THE DEAF
BOARD OF TRUSTEES MEETING
November 7, 2008**

- | | |
|--------------------------|---|
| 9:00 a.m. | Call meeting to order and determination of a quorum

Announcements and introduction of guests

Approval of October 3, 2008, meeting minutes |
| 9:15 a.m. | Financial Update <ul style="list-style-type: none">• Board Finance Committee |
| 9:45 a.m. | Reports <ul style="list-style-type: none">• Superintendent's Report• Construction Update |
| 10:30 a.m. | Break |
| 10:45 a.m. | Outreach Update
Kris Rydecki, Director of Outreach |
| 11:45 a.m. | Tour construction site |
| 12:00 noon | Lunch |
| 1:00 p.m.
(if needed) | Executive Session to "evaluate the qualifications of an applicant for public employment or to review the performance of a public employee" pursuant to RCW 42.30.110 (1)(g) |
| 2:00 p.m. | Policy Review <ul style="list-style-type: none">• First Reading: Student Teacher-Intern (Policy 5600) |
| 2:45 p.m. | Plan for December meeting |
| 3:00 p.m. | Adjourn |

WASHINGTON SCHOOL FOR THE DEAF BOARD OF TRUSTEES

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

<i>Voting Members</i>	<i>Address</i>	<i>Cong Dist.</i>	<i>Home Phone Work Phone</i>	<i>Date Apptd.</i>	<i>Term Expires</i>	<i>E-Mail/Fax</i>
Allie "AJ" Joiner Chair	15806 18 th Ave. W., B 102 Lynnwood, WA 98087	1	(425) 743-9872 (TTY) (206) 726-0093 (TTY)	08/30/06	07/01/10	allie.joiner@wsd.wa.gov
Pat Clothier Vice Chair	11290 Walker Road Mount Vernon, WA 98273	2	(360) 757-4259 (V/TTY) (H) Cell: (360) 421-3674	06/27/02	07/01/10	pat.clothier@wsd.wa.gov
Gail Pollock	5808 NE 36 th Avenue Vancouver, WA 98661	3	(360) 695-4769 Cell: (360) 521-4769	02/09/06	07/01/10	gail.pollock@wsd.wa.gov
Nita Kamphuis	615 Snow Avenue Richland, WA 99352	4	(509) 539-0962	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 and VP	03/16/07	07/01/11	char.parsley@wsd.wa.gov
Rita Reandeau	1636 Yukon Harbor Rd., SE Port Orchard, WA 98366	6	(360) 871-7367 (360) 443-3626 Cell: (360) 551-3034	08/19/04	07/01/09	rita.reandeau@wsd.wa.gov Fax: (360) 443-3662
Ariele Belo	1625 19 th Avenue Seattle, WA 98122	7	(206) 388-1275 TTY	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	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	07/01/09	larry.swift@wsd.wa.gov Fax: (360) 491-8745

WASHINGTON SCHOOL FOR THE DEAF 2008/2009 School Year

July 08

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 08

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 09

S	M	T	W	T	F	S
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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 08

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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 09

S	M	T	W	T	F	S
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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 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				

September 08

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14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

February 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

Key

Staff in-service days ○

First and last day of school 

Non-school days - BLUE

Travel days - RED

October 08

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 09

S	M	T	W	T	F	S
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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Mark Your Calendar!

**Homecoming - October 24, 2008*

**Roadrunner Classic*

New Mexico School for the Deaf

December 11-13, 2008

**WSBC at*

California School for the Deaf/Riverside

January 28 - February 1, 2009

***Awards Night.....*

**Academic - March 26, 2009*

**Sports - May 14, 2009*

November 08

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						

April 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	

After School Electives

Fall - Begins September 9, 2008

Winter - Begins December 2, 2008

Early Spring - Begins February 10, 2009

Spring - Begins April 14, 2009

Literacy Faire	July 17-26	Thanksgiving Break	Nov. 27-28
Ed. Reform (8 hours ea.) (teachers)	Aug. 22, Sept. 2	Winter Break	Dec. 22-Jan. 2
Safety Training	Aug. 20, Nov. 10	Martin Luther King Jr. Day*	January 19
New Employee Orientation	August 21	President's Day*	February 16
Teacher Pre-service Day	August 21	Spring Break	March 30-April 3
Registration Day**	August 24	Memorial Day	May 25
First Day of School	August 25	High School Graduation	May 28
Labor Day	September 1	Last Day of School	June 5
Veterans' Day*	November 11		

2009 WASL SCHEDULE

3-8th grade testing window - April 13 - May 1, 2009

High School Reading & Writing - March 16-19, 2009

High School Math - April 13-14, 2009

High School Science - April 20 and 22, 2009

*Travel days as well as holidays

**Transportation will not be provided on Registration Day

Quarters end: 1st Quarter: October 28, 2008; 2nd Quarter: January 20, 2009
3rd Quarter: March 25, 2009; 4th Quarter: June 5, 2009

AGENDA ITEMS

**WASHINGTON SCHOOL FOR THE DEAF
BOARD OF TRUSTEES MEETING
October 3, 2008**

Board Members: Allie Joiner (District #1)
Pat Clothier (District #2)
Gail Pollock (District #3)
Nita Kamphuis (District #4)
Char Parsley (District #5)
Ariele Belo (District #7)
Sidney Weldele-Wallace (District #8)
Larry Swift (District #9)

Absent: Rita Reandeau (District #6)

Legal Counsel: Bonnie Terada

Superintendent: Rick Hauan

Guests: Jane Mulholland, Assistant Superintendent
April Rounds, Human Resources Manager
Bill Newell, Principal
Chuck McCarthy, Director of Business Operations
Lorana Myers, Federation
Lori Scheer-Matheson, WPEA
Heidi Redford, PSO
Carey Price, WSDAA

Recorder: Judy Smith

Interpreters: Rosyln Ward, Don Coates

The meeting was called to order by Allie Joiner, Board Chair, at 9:05 a.m. It was determined that a quorum was present.

Welcome to Nita Kamphuis, new Board member from Congressional District #4!

Minutes from September 5, 2008, meeting

Larry Swift moved that the September 5, 2008, minutes be approved. Gail Pollock seconded the motion. It was voted on and approved.

Reports

Superintendent's report

- **State Finance Report (Fiscal Year 09)/Action Plan for state hiring freeze**

- *The following memos from the Office of Financial Management (OFM) were discussed.*
 - *\$200 Million Needed (September 18, 2008)*
 - *Press Release – Washington quarterly revenue projection down (September 18, 2008)*
 - *Development of the 2009 Supplemental Budget (September 22, 2008)*
- *WSD's action plan to address the issues discussed in these memos include:*
 - *No out of state travel planned*
 - *Travel to WSBC (Western States Basketball Classic) for 2009 has been put on hold as the tournament will be held in Riverside, California.*
 - *WSD will not be participating in the Roadrunner Classic in December.*
 - *Larry Swift suggested that WSD pursue the idea of putting together an event similar to the Roadrunner Classic involving the Oregon School for the Deaf as well as students from other school districts in the State of Washington.*
 - *The Superintendent will meet with the Athletic Director to discuss this issue.*
 - *Completed action*
 - *Eliminated one management position in August*
 - *Suspended hiring one secretary and ILS coordinator*
 - *Adjusted cottage staffing to meet student needs*
- ***Adjusted Construction Request (2009/2011 biennium)***
 - *A meeting was held with Harvey Childs, WSD's OFM (Office of Financial Management) Analyst for capital projects. He asked on behalf of OFM that WSD divide out the next phase to reduce the impact in the next biennium.*
 - *A "Cost Estimate Summary" was distributed. By delaying the start of construction 12 months it moves the those costs to the next biennium which is important due to current fiscal limitations.*
 - *The Board would like to invite the architects to a future Board meeting to review the revised plan, once developed.*
 - *Char Parsley suggested that a video (signed) be put on WSD's website explaining the construction process and asking for feedback from community members.*
 - *The Board would like the opportunity to meet with the staff who will be occupying the new academic building to see how they envision its use.*
 - *The Board asked the Superintendent to develop a small kit that they could use to discuss Phase 2 with community members in their areas.*

- *Larry Swift moved to direct the Superintendent to modify the budget proposal for the next biennium. Pat Clothier seconded the motion. It was voted on and approved.*
- **Updated – Cheryl Delyria, et al. v. State of Washington, School for the Blind**
 - *The Superintendent attended this recent Supreme Court hearing. A response is anticipated within the next three to four months.*
 - *If a decision is in favor of Delyria the matter would go to the legislature for approval and funding. If a decision is for the state the matter is closed.*

WSQA (Washington State Quality Award) Submission

- *WSD's WSQA submission was discussed. This document gives a nice business model perspective of the agency.*

Clark College Joint Board meeting invitation

- *Clark College has invited the Superintendent and members of the Board to attend a joint meeting on December 1st.*
- *The Superintendent will RSVP that he and several of WSD Board members will attend.*

Academic Update (Bill Newell, Principal; Shauna Bilyeu, Curriculum Specialist; Ginger Speranza, Librarian)

- *Shauna Bilyeu, Curriculum Specialist*
 - *(handout) Curriculum projects currently underway*
 - *In the information gathering process for a Social Studies curriculum. The Social Studies Curriculum Committee will make a presentation to the Board in the spring.*
 - *STAR Reading and Math testing has been completed for fall.*
 - *Working on cleaning up and organizing the Curriculum Lab.*
 - *The Board would like a demonstration of Accelerated Reader (AR) and Accelerated Math (AM) at a future meeting.*
- *Ginger Speranza, Librarian*
 - *Library Libby will be working with the seniors to read stories to the elementary students*
 - *Scholastic Book Fair – October 17-24, 2008*
 - *The Library now has 24,000 books.*
 - *2,995 books have been checked out so far this school year.*
 - *(handout) What's New at the WSD Library*
- *Bill Newell, Principal*
 - *(handout) Academic Update*
 - *The Principal gave a brief update on future events in both the academic department and campus wide.*
- *Jane Mulholland, Assistant Superintendent*
 - *(handout) Parent Open House & Homecoming*
 - *All Board members are invited to participant in both these activities*
- *Rick Hauan, Superintendent*
 - *Kudos to Bill Newell and the entire Academic department for the wonderful work they did during Deaf Awareness Week*

- *The Board was impressed with the Deaf Question of the Week which the Principal sends out via the statewide teacher of the deaf listserv.*

Vision Statement

The Board does not feel the proposed vision statement is culturally relevant.

The Board suggested that the Superintendent ask students to research vision statements from Schools for the Deaf and local school districts in the state of Washington. They will present suggestions at a future Board meeting.

Larry Swift then moved that the Board direct the Superintendent to ask students to research and come up with ideas for a branding statement and present information related to other vision statements to the Board of Trustees. Pat Clothier seconded the motion. It was voted on and approved with one opposed.

Board Meeting Costs and Meeting Locations

(handout) Board of Trustees Expenses

- *The expenses for Board meetings have stayed pretty much the same for the last five years.*
- *Ideas for savings*
 - *Changing the meeting to 10 a.m. to prevent overnight accommodations*
 - *Share a rental car*
 - *Cut down on the number of meetings. It was decided that since the Board is a governing Board it is important to meet once a month*
 - *Summer meeting – video/telephone meeting*

Larry Swift moved that the Board devise a plan to reduce their costs by 10% and ask the Board Finance Committee to find ways to achieve that goal. Pat Clothier seconded the motion. It was voted on and approved.

Several members of the Board would like to donate their per diem amount back to WSD. Board members can turn in a letter to the Director of Business Operations stating they will not be turning in a claim for per diem. Bonnie Terada will check out the legal issues surrounding this matter.

Introduction of new staff (social)

New staff members were introduced to the Board of Trustees.

Executive Session

The Executive Session was cancelled.

Financial Update

Every month the Board will receive a budgetary summary. The memos from OFM were discussed further. The Board needs to plan for possible future cuts.

The Board would like the Board Finance Committee and the Superintendent to develop a preliminary emergency plan for the WSD general budget to further reduce costs by 10%.

It was suggested that this topic be added to each of the next three Board meetings and community members be invited to offer suggestions and ideas for cost savings.

November Board Meeting – November 7, 2008

Char Parsley made a motion that the Board’s November meeting be held in Vancouver. Sidney Weldele-Wallace seconded the motion. It was voted on and approved.

Adjournment

Char Parsley moved that the meeting be adjourned. Ariele Belo seconded the motion. It was voted on and approved. The meeting adjourned at 2:36 p.m.

Allie “AJ” Joiner, Chair
WSD Board of Trustees

Rick Hauan, Superintendent
Washington School for the Deaf

Date

Date

Superintendent's Report Agenda – November 7, 2008

- Open House
- Homecoming
- WSDAA Dinner
- Deaf Nation Expo
- Quality of Life
- Team WSD Update

Future events

- D.E.A.F. Tour – Tom Koeninger (The Columbian) and De Stickel (Hewlett Packard) – November 17, 2008
- Parent/Staff Celebration – November 25, 2008
- Thanksgiving holiday – school/offices closed – November 27/28, 2008

WASHINGTON SCHOOL FOR THE DEAF

POLICY: 5600

Adopted:

SUBJECT: Student Teacher-Intern

Approved by:

Allie "AJ" Joiner, Chair, Board of Trustees

WSD recognizes its responsibility to assist in the pre-service development of teachers, counselors, school psychologists, transition specialists, and related service providers. WSD will work with accredited institutions of higher education to offer placements for student teaching and internships.

The assistant superintendent will coordinate all requests for student teaching and internships with the principal and/or director of residential services. If space is available, student teachers/interns may receive room and board on campus at no charge in exchange for 10 hours a week of work outside the student teaching/internship assignment. The work will be assigned and supervised by the principal or director of residential services depending on when/where the work is to be done. A work schedule will be developed at the start of the student teacher/internship. Any changes to the schedule must be approved in advance by the principal or director of residential services or their designees.

General Guidelines/Expectations

1. The institution of higher education will provide WSD with written guidelines for successful completion of the student teaching/internship experience.
2. WSD will assign a mentor teacher or professional who has agreed to fill this role and who has at least three years of experience in the specific area (i.e. teaching, counseling), including a minimum of one year experience at WSD.
3. A mentor teacher/professional will not be assigned more than one student teacher/intern per school year.
4. The mentor teacher/professional always retains ultimate responsibility for the class or caseload.
5. The student teacher/intern will assume the same conditions of employment as a regular teacher/professional with regard to health examination requirements, length of school day, staff meetings and in-service training unless exceptions are identified and agreed upon in writing between the institution of higher education and WSD.
6. The institution of higher education is responsible for completing a criminal history background check (WATCH or resident state instrument) on the student teacher/intern prior to the start of the assignment at WSD. Evidence of this requirement being met will be given to the assistant superintendent before the student teacher/intern moves onto campus or begins work with students.
7. The institution of higher education, WSD and the student teacher/intern will sign a mutual agreement (Policy: 5600F1) prior to the start of the assignment outlining what each party will provide.

Student Teacher/Intern Agreement
Washington School for the Deaf

The Institute of Higher Education will:

- Provide WSD with written requirements for successful completion of student teaching/internship;
- Provide scheduled on-site supervision during student teaching/internship assignment;
- Work with WSD mentor teacher/professional and administration to address concerns or issues that may arise;
- Complete a criminal history background check (WATCH or local state instrument) on all students prior to placement at WSD, and provide evidence of successful completion of same; and
- Provide evidence that student teacher/intern has sufficient ASL skills to be able to work effectively with WSD students.

WSD will:

- Provide a mentor teacher/professional to work with the student;
- Provide room and board on campus if space is available;
- Provide a work space;
- Support the student teacher/intern in developing the skills and having the experiences necessary to successfully complete the work assignment; and
- Invite the student teacher/intern to participate in professional development opportunities offered during the work assignment.

The Student Teacher/Intern will:

- Participate in a face-to-face interview using American Sign Language (in person or through video phone) with WSD program personnel to determine appropriateness of potential placement
- Work 10 hours a week outside the student teaching/internship responsibilities in exchange for room and board;
- Follow the same conditions of employment as a regular teacher/professional with regard to health examination requirements, length of school day, staff meetings and in-service training unless exceptions are identified, discussed and agreed upon in writing between the institution of higher education and WSD.
- Maintain confidentiality and act in a professional manner at all times; and
- Adhere to WSD's policies and procedures.

Institution of Higher Education

Date

Washington School for the Deaf

Date

Student Teacher/Intern

Date

INFORMATIONAL ITEMS

Behavioral Referrals (BRFs)

THREE YEAR COMPARISON - BEHAVIORAL REFERRAL FORMS (BRFs)

<i>Month</i>	2008-2009 School Year			2007-2008 School Year			2006-2007 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	109	5	2	N/A	N/A	N/A	N/A	N/A	N/A
September	109	20	61	103	18	33	117	22	55
October	110	23	70	104	27	71	118	26	121
November		16		106	22	59	115	23	122
December		15		107	18	79	113	13	50
January		19		110	22	41	113	25	99
February		19		109	24	53	114	23	91
March		20		110	25	64	114	25	111
April		19		111	22	53	116	20	80
May		19		112	25	72	116	26	78
June		5		112	16	25	116	13	29

Enrollment Information 2008/2009 School Year

Month	Vancouver Campus										Off Campus Outreach					
	Day	Residential	Post High School Apartments	Elementary	Middle	High	Post High School	Enrolled & Post High School	30-day diagnostic placement	Partnerships	Birth to 3		Partnerships			
											Southwest WA	Central WA	Listen & Talk	SRVOP	Consultations (school year to date)	Distance Learning
August	37	72	3	23	30	56	3	91	17	5	19	9	33	--	--	--
September	37	72	3	23	30	56	3	89	19	5	23	10	33	--	3	11
October	37	73	4	23	30	57	4	109	--	5	22	10	33	64	16	7
November																
December																
January																
February																
March																
April																
May																
June																

TOTALS	Vancouver Campus	Off-Campus Outreach	Total Served
Month of October	114	152	266

Additional information:

Admissions Information	Students participating at:
Applications in process: 3	Harney Elementary: 1
Waiting list: 1	Hudson's Bay High School: 2
Beds available:	Fort Vancouver High School: 6
**Boys: 0	
**Girls: 0	
	Sports participation at:
	Hudson's Bay (swimming/soccer): 2

SRVOP Sites (School Districts) Scheduled:		
Medical Lake	Franklin Pierce	Waterville
Granger	Mercer Island	Anacortes
Mabton	Peninsula	Bellingham
Royal City	Steilacoom	Burlington
Sunnyside	Tacoma	Lakewood
Toppenish	University Place	Mt. Vernon
South Kitsap	Lake Chelan	NWESD
Bethel	Moses Lake	Oak Harbor
Clover Park	Quincy	Stanwood-Camand