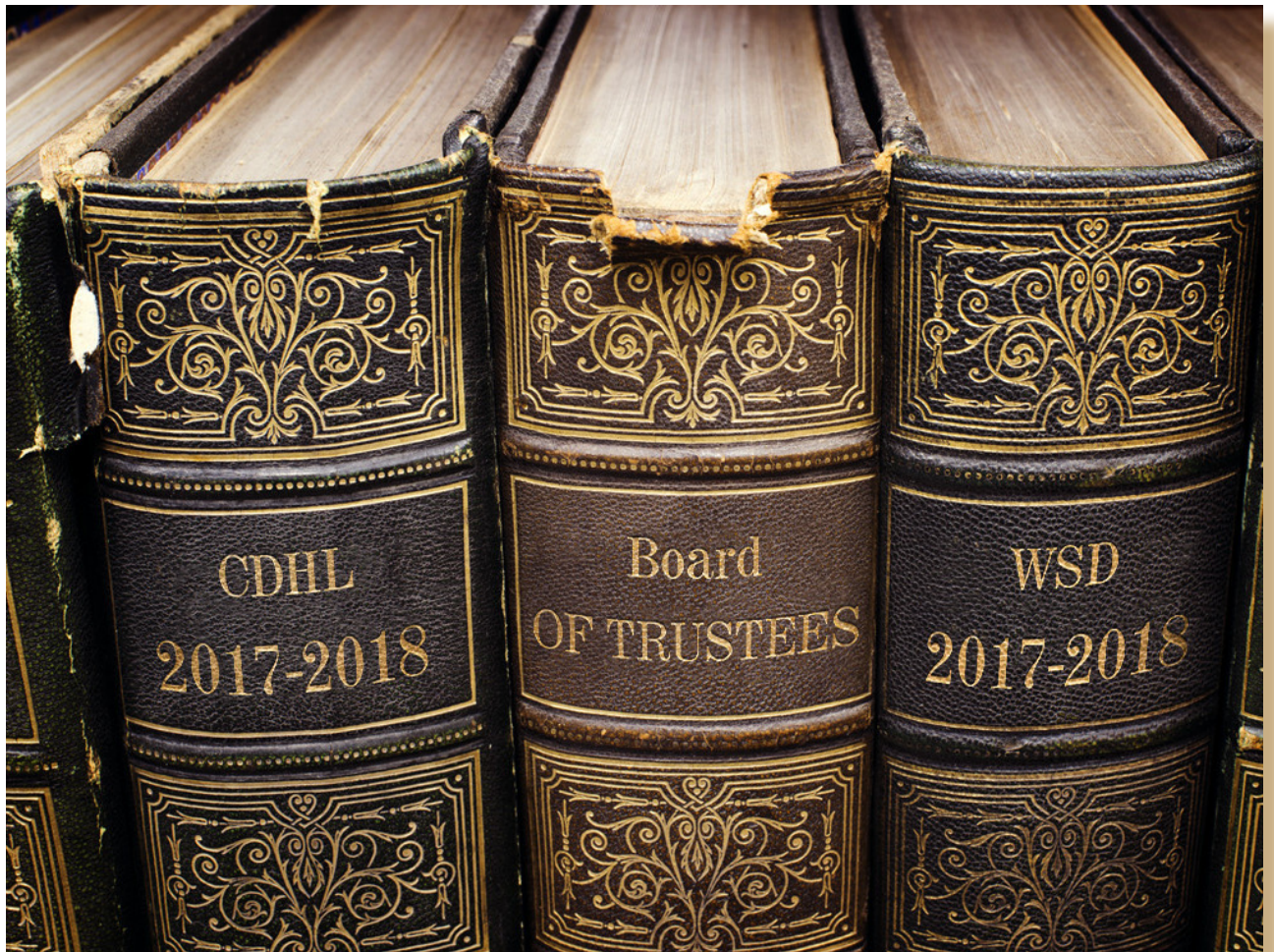


Washington State Center for Childhood Deafness & Hearing Loss
Washington School for the Deaf

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March 9, 2018

Serving Washington State

**WASHINGTON STATE CENTER FOR
CHILDHOOD DEAFNESS & HEARING LOSS**
Board of Trustees Meeting Packet
March 9, 2018

- Agenda
- Board of Trustees contact information
- 2017/2018 school calendar

AGENDA ITEMS

- Board meeting minutes
 - February 2, 2018
- Reports:
 - Executive Director - Rick Hauan
 - Superintendent – Shauna Bilyeu
 - Outreach – Kris Ching, Carol Carrothers, Sarah Decker
- Policy review and discussion
 - **1st Reading**
 - Travel (policy 6213)

INFORMATIONAL ITEMS

- On-campus enrollment data

**WASHINGTON STATE CENTER FOR
CHILDHOOD DEAFNESS & HEARING LOSS
Board of Trustees Meeting
March 9, 2018**

8:30 a.m. **Board Finance Committee meeting**

BUSINESS MEETING

9:45 a.m. **Call to order, introduction of guests, and approval of February 2, 2018, board meeting minutes**

30 minutes **Reports**

- Board Finance Committee
 - Tom Galey, Director of Business Operations & Technology
- Rick Hauan, Executive Director
- Shauna Bilyeu, Superintendent

45 minutes **ELA (English Language Arts) Curriculum proposal**

- Shannon Graham, Curriculum & Assessment Coordinator

30 minutes **Student Activity**

- Anthology of poems (Jenn Christianson's 5th/6th grade class)

15 minutes **Policy Review**

- **1st Reading**
 - Travel (policy 6213)

45 minutes **Lunch**

45 minutes **Seattle Public Schools Update**

- Michael Dickneite, DHH Supervisor

1 hour **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...."

30 minutes **Board policy committee**

- Rick Hauan, Executive Director

Attendance at Board meetings

- Full Board

Plan for May 11, 2018, meeting

Adjournment

Time and order are approximate and subject to change

WASHINGTON STATE CENTER FOR CHILDHOOD DEAFNESS & HEARING LOSS

BOARD OF TRUSTEES

Rick Hauan, Director (360) 418-0400 (rick.hauan@cdhl.wa.gov)
 Shauna Bilyeu, Superintendent (360) 334-5448 (shauna.bilyeu@cdhl.wa.gov)
 Judy Smith, Executive Assistant (360) 418-0401 (judy.smith@cdhl.wa.gov)

<i>Voting Members</i>	<i>Address</i>	<i>Cong Dist.</i>	<i>Contact Information</i>	<i>Date Apptd.</i>	<i>Term Expires</i>	<i>E-Mail/Fax</i>
Maria Christianson	3796 Brown Road Ferndale, WA 98248	1	(360) 402-0162 Text	11/18/13	07/01/18	maria.christianson@cdhl.wa.gov
Allie "AJ" Joiner	15806 18 th Ave. W., B 102 Lynnwood, WA 98087	2	(425) 329-8433 VP	08/30/06	07/01/20	allie.joiner@cdhl.wa.gov
Nancy Sinkovitz	6403 NE 75 th Street Vancouver, WA 98661	3	(360) 910-0338	10/01/14	07/01/20	nancy.sinkovitz@cdhl.wa.gov
Vacant		4				_____
Char Parsley, Chair	3427 W. 7 th Avenue Spokane, WA 99224	5	(509) 315-2128 VP (509) 329-8535 Text	03/16/07	07/01/21	char.parsley@cdhl.wa.gov
Rita Reandeau	1470 Yukon Harbor Rd., SE Port Orchard, WA 98366	6	Cell: (360) 551-3034	08/19/04	07/01/19	rita.reandeau@cdhl.wa.gov
Ariele Belo	1625 19 th Avenue Seattle, WA 98122	7	(206) 388-1275 TTY (206) 452-7955 (Video & Voice)	01/30/07	07/01/21	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	07/01/21	sidney.weldele-walla@cdhl.wa.gov
Nancy Fitta, Vice Chair	512 63 rd Ave Ct NE Tacoma, WA 98422	9	(253) 517-1070 (253) 922-0539 (253) 376-0414 cell	05/01/13	07/01/20	nancy.fitta@cdhl.wa.gov
Larry Swift	2306 Glen Kerry Ct., SE Lacey, WA 98513	10	(360) 491-8745	07/31/02	07/01/19	larry.swift@cdhl.wa.gov

WASHINGTON SCHOOL FOR THE DEAF

2017/2018 School Year

July 17

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May 18

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August 17

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June 18

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February 18

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October 17

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March 18

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November 17

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April 18

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Mark Your Calendars!

Deaf Awareness Week

September 18-22, 2017

Homecoming

October 12, 2017

Open House

October 12, 2017

WSBC/WSBCC 2017

January 24 - 28, 2018
Phoenix School for the Deaf

Flying Hands ASL Literacy Competition

March 7 - 8, 2018

All Star Day (Secondary only)

May 31, 2018

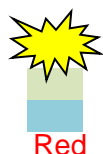
Elementary Awards Day

May 31, 2018

Graduation

June 13, 2018

Legend



- First/last day of school
- Non-school days
- Early Release Dates
- Residential Travel days

****EARLY RELEASE DATES****

1:00 p.m. - Residential students will go to the cottages, day students will ride bus home

September 21, October 19, November 16, December 14,
January 18, March 15, April 19, May 17

After School Program

Fall: September 11 - November 1
Winter: December 4 - January 31
Early Spring: February 12 - March 28
Spring: April 16 - May 23

Registration Day*	August 27, 2017	Mid-Winter Break	February 16 - 20, 2018
First Day of School	August 28, 2017	Spring Break	April 2 - 6, 2018
Labor Day	September 4, 2017	Memorial Day**	May 28, 2018
Veterans' Day	November 10, 2017	Last Day of School	June 20, 2018
Thanksgiving Break	November 23-24, 2017		
Winter Break	December 18, 2017 - January 2, 2018		
Martin Luther King Jr. Day**	January 15, 2018		

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

Statewide and School Testing Window

MAP (Measure of Academic Progress) 2-12th grades

October 2-27, 2017

April 16-May 11, 2018

SBAC (Smarter Balanced Assessment Consortium)

March 19-23, 2018

Quarters end: 1st Quarter: November 3, 2017; 2nd Quarter: January 26, 2018;
3rd Quarter: April 13, 2018; 4th Quarter: June 20, 2018

Agenda Items

**WASHINGTON STATE CENTER FOR
CHILDHOOD DEAFNESS & HEARING LOSS**
Board of Trustees Meeting
Olympia, WA – Doubletree Hotel
February 2, 2018

Board Members: Maria Christianson (District #1)
Allie Joiner (District #2)
Nancy Sinkovitz (District #3)
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)

Executive Director: Rick Hauan
Superintendent: Shauna Bilyeu
Legal Counsel: Kim Witherspoon
Recorder: Judy Smith
Interpreters: Catherine Thomas, Daniel Mroz

Guests: Tom Galey, Director of Business Operations
Jessica Sydnor, Director of Human Resources

The board meeting was called to order by Char Parsley, chair, at 9:54 a.m. It was determined a quorum was present.

Approval of meeting minutes

Corrections: Ariele Belo was absent from the December 8, 2017, meeting. Page 5 – Senior Trips (Policy: 3531): Two members voted against the adoption of this policy rather than three.

Rita Reandeau moved to approve the December 8, 2017, meeting minutes with the corrections noted above. Nancy Fitta seconded the motion. It was voted on and approved.

Board Finance Committee

The budget is on track and the 19H fund is growing steadily as outreach services are provided and monies are received. With the absence of a procurement specialist, Jessica Sydnor has taken on contract duties and working to ensure that all contracts are sent out in a timely manner. The position has been posted and interviews recently

concluded. Hiring is a high priority to maintain delegated authority with the Department of Enterprise Services.

Thanks to Jessica and the business office for working with districts to ensure contracts and services are delivered in a timely manner.

Substitute Senate Bill 6090 (“Concerning the [capital] budget”) was signed by Governor Inslee on January 19, 2018. In this bill, CDHL will receive \$307,000 for minor public works. Also, listed was a “future” allocation of \$4,000,000 to be used for demolition and pre-design for a new academic and gymnasium building.

Executive Director’s report (Rick Hauan)

Had a great meeting with the Board Chair this past Saturday in Spokane. Ideas from that meeting:

- Set up Board policy committee
- Establish a Special Session to work together with the WSSB Board to develop an evaluation tool for the CDHL executive director and the WSSB superintendent’s evaluation which are due July 1st of every even numbered year and the facilities report, due July 1st of every odd numbered year. It is also beneficial for both agencies to open dialogue so we can review where we can align our operations to create continuity between our two agencies.

Travel procedure

In order to meet the needs of districts and families, our travel procedure needs to be updated and aligned with the current OFM SAAM (State Administrative & Accounting Manual) rules and regulations.

Oberkotter grant - Board Relations

Rick Hauan, Jane Mulholland and Maura Berndsen (Listen & Talk) will be flying to Austin next week. The purpose of this meeting is to prepare for the upcoming meeting with both CEASD and OPTION executive boards which will take place in St. Augustine, Florida on April 22. This will be the first time that these two executive boards have met. Insyte Partners will facilitate this meeting. CDHL is the fiscal agent for this activity which is entirely paid from a grant from Oberkotter Foundation.

CEASD-OPTIONS Conference (April 22-24, 2018)

The first joint CEASD-OPTION Conference will be held in St. Augustine, Florida in April 22 – April 24, 2018.

National Outreach Conference (NOC) (April 25-26, 2018)

The NOC is set to meet immediately after the CEASD-OPTION conference at the Casa Monica Resort & Spa in St. Augustine, Florida.

Department of Children, Youth, and Families (DCYF)

There are bills in both the House and Senate regarding transferring all powers, duties, and functions of the Department of Social and Health Services (DSHS) and Department

of Early Learning pertaining to Working Connections Child Care (WCCC) and Seasonal Child Care to the Department of Children, Youth, and Families (DCYF) on July 1, 2019.

Due to illness Kris Ching was unable to present at today's meeting. This topic will be added to the March 9th agenda.

Superintendent's report (Shauna Bilyeu)

The boys and girls' basketball teams recently returned from WSBC, held in Phoenix, Arizona. The girls team placed 4th and the boys team came in 3rd. WSD's team was awarded the spirit stick for the Most Spirited School!

Seniors were honored at the last basketball game of the year on February 1.

The superintendent, a teacher and three students will travel to Washington, D.C. at the end of February to participate in the Education and Advocacy Summit hosted by CEASD. The group will share information about the Alice Cogswell and Anne Sullivan Macy Act with Washington State legislators and see the sights of Washington, D.C.

Three high school students will attend the University of Washington Math Day on March 3rd in Seattle. They will attend lectures and learn about high level math applications in the real world.

Staff from the Virginia School for the Deaf will come in February to observe our PBIS program.

Interns:

- Interpreter intern from Kentucky
- Preschool intern from WOU in Monmouth

Outreach (6-21) (Carol Carrothers)

Big changes & challenges

- The resignation of the Program Specialist (Procurement and Contracting specialist) has impacted our ability to create and execute Inter-Agency Agreements with school districts. We are separating that position into two separate positions. One position will be the procurement specialist, the other is a contract specialist.
- Our outreach leadership team established monthly staff meetings this past fall. These meetings are having a very positive impact on our process and our ability to bring the team together to strengthen our cohesive approach to service delivery and interactions with school district personnel and administrators, parents/guardians, students and other stakeholders.
- Effective November 1, 2018 Carol's position now is paid .5 CDHL and .5 WSDS

The CDHL Outreach Team has reviewed our interactions with user groups and have set up several professional learning communities, capacity building workshop and trainings

throughout the state. Itinerant teachers of the deaf and SLPs and program administrators meet regularly to share ideas and concerns with each other.

Several upcoming family events are scheduled:

- Deaf Fiesta (Ellensburg) (April 14)
- Family Camp (Ellensburg) (May 4-6)
- Family Night in Wenatchee (Second Monday of the month)
- First Family Night in Pasco (February 13)

Interpreter and EIPA Capacity Challenges

- 133 educational interpreters have met standard
- The current law allows educational interpreters to continue serving children when they have not met the standard as long as they are “making progress” to meet standard. Our team is in support of allowing one cycle for one year for staff to improve their skills and serve children, however, the language in HB 1303, passed in 2017 appears to not have a definitive end for not meeting standard as outlined in the current language established in the passage of HB 1144 in 2013.

Policy review – 3rd reading

Gay Straight Alliance (GSA) – Student Committee (Policy: 3403) (Authors of the policy: Jessica Sydnor, Erica Pedro, Julie Spigner)

Changes suggested by the Board at the December meeting were made. The mission of the GSA is to focus on how we are all connected, rather than the differences. The authors of this policy are working on a procedural handbook (one for staff and one for students) which will include a glossary of terms.

Intersectional is a term that is being used in the community, in articles, etc. This word is more inclusive than multicultural.

Verbiage to add after the first paragraph:

This group does not operate during the academic day, rather it is an option outside the regular school day to support open dialogue and equity in a safe space and support diversity for all students.

Allie Joiner moved to adopt policy 3403 Gay Straight Alliance (GSA) with the addition noted above. Nancy Sinkovitz seconded the motion. The motion passed.

Executive Session

The Board went into executive session pursuant to RCW 42.30.110 “to receive and evaluate complaints or charges brought against a public officer or employee. However, upon request of such officer or employee, a public hearing or a meeting open to the public shall be conducted upon such complaint or charge,” and “to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee.”

The board went into executive session at 1:05 for one hour, the executive session was extended at 2:05 for 30 minutes, the executive session was extended at 2:35 for another 30 minutes, the executive session was extended at 3:05 for 35 minutes to 3:45, the executive session was extended for 15 minutes to 4:00 and then the board went back into open session.

Attendance at Board meetings

Board attendance at meetings is very important. The Board is considering some clarification through policy adoption to address issues such as how many absences during the year would be acceptable. The Board will discuss this topic further at the next meeting.

Vacant position in Congressional District #4

The Board Chair will contact several individuals in the Tri-Cities area to see they might be interested in this position.

Board meetings held in various locations throughout the state

The Executive Director recommended to the Board to establish a schedule of meeting locations to have public board meetings in the various congressional districts in the future. This would provide an opportunity for school personnel, community members, local families and stakeholders to communicate with the board. More discussion on this topic will be held at the next meeting.

March 9th Board meeting

- Seattle Public Schools update by Michael Dickneite, DHH Supervisor
- Kris Ching, Outreach Director (Birth to 5)
 - Early Learning & Human Services – transferring the working connections to the Department of Children, Youth, and Families

Note: Board member Rita Reandeau said that the Board is very happy with the work of the Executive Director and pleased with the direction the agency is headed.

Adjournment

Hearing no objection, the meeting was adjourned at 4:20 p.m.

Char Parsley, Chair
CDHL Board of Trustees

Rick Hauan, Executive director
CDHL Executive Director

Date

Date

**Washington State Center for Childhood
Deafness & Hearing Loss
Board of Trustees Meeting
March 9, 2018**

Report by: Rick Hauan, Executive Director

What activities/projects have you been doing since our last meeting?

Ongoing meetings

- Governor's Goal Council
- Small Agency Cabinet
- Executive Leadership Team meetings
- Outreach staff meetings
- Outreach Director's conference calls

February 2018

- *Dialed into Education Sub-Committee weekly phone conferences
 - *Agency Directors' connected to education were invited to participate in this activity. Information relating to bills in legislative process are reviewed and feedback is provided.**
- *Attended WSDS meeting (Renton)*
 - *CDHL, WSDS, WSSB meet monthly to develop and strengthen state-wide services for children who are deaf/hard-of-hearing, deaf-blind, blind/visually impaired*
- *Attended Common Ground meeting (Austin)*
 - *The Common Ground Project is leading the discussion across the country in supporting all children who are deaf/hard-of-hearing regardless of communication and language choice. This group has brought CEASD and OPTION boards together and established the first conference for both organization with Shared Sessions which will be held in St. Augustine, Florida April 22-24.*
 - *This was the first meeting of the executive boards for OPTION and CEASD. This was an historic meeting! It was very successful first step in the process of collaboration for a collective impact.*
- *Attended LMCC meeting with the WPEA union*
 - *This is a meeting to maintain open dialogue with teachers and administration. We also have meetings with WFSE at a different time with the intent to maintain open dialogue.*
- *Meet with Listen & Talk regarding grant development assistance*

- *We are looking at growing our partnership with all agencies and establish a broader tele-therapy model to serve children and families especially for children ages birth to three.*
- *Attended ESD 101's Special Education Director's meeting (Spokane)*
 - *Issues in special education in North East Washington ESD 101 with special education administrators from across this region*
- *Attended ESD 114's Special Education Director's meeting (Sequim)*
 - *Issues in special education in the Olympic Peninsula, ESD 114 with special education administrators from across this region*
- *Attended ESD 171's Special Education Director's meeting (Wenatchee)*
 - *Issues in special education in the North Central Washington, ESD 171 with special education administrators from across this region*
- *Met with Deaf Education Staff (Wenatchee)*
 - *Continuing dialogue in establishing and supporting a deaf/hard-of-hearing program in the greater Wenatchee area and ESD 171*
- *Met with Bill Corwin of Common Ground (Boston)*
 - *Met with Bill Corwin from Common Ground for strategic planning.*

March 2018

- *Attended WSDS meeting (Renton) (March 7)*

Washington State Center for Childhood Deafness & Hearing Loss Special Board of Trustees Meeting March 9, 2018

Report by: Shauna Bilyeu, Superintendent

Things are in full swing here at WSD! Here's a peek at what's been going on and some things to come:

Events:

- WSD once again took part in the **CEASD Education and Advocate Summit** in Washington DC. the week of February 26th. Three students: Taylor Payne (senior), Ashantay Truong (junior), and Etasha Stone (junior) attended along with Piper Gallucci and myself. We flew out on Monday, spent all day Tuesday on Gallaudet campus, touring and meeting other students and attending CEASD workshops on leadership and government. Wednesday was the day to meet with senators. We met with Patty Murray and Maria Cantwell. The students explained the Cogswell Macy Act and why it was



important for them to see this legislation become a reality. We were also able to get in a little sightseeing at the various monuments as well as the new National African American Museum and the Holocaust Museum. All of the sights were powerful experiences for us and we are grateful for the opportunity to attend this annual event.



- WSD students had a very special treat on February 28th! Clark Community College hosted Hedy v. Heidi, a comedy produced and directed by deaf comedienne Heidi Branch. Hedy and Heidi then made a special guest appearance at our elementary school the next day. Heidi gave an inspirational presentation to the Elementary students about how to make films instead of playing video games all day.
- WSD hosted Virginia School for the Deaf and Blind staff for the second year. They returned to our school to see PBIS in action and to ask us about our bilingual programming. Special thanks to Piper Gallucci for organizing that.
- WSD DAB students are off to Irvine, CA next week for the Western regional competition at University HS. Wish Coach Tyler and students good luck!
- The 11th annual Flying Hands competition is March 7th and 8th. In addition to local Washington students, we have students visiting from Montana, Oregon and

Canada this year! This event is hosted by our Bilingual department and continues to grow every year. I know it will be a super fun event for all!

- March 14th brings Vancouver PD detective Robert Givens to do a special presentation on social media and the risks involved with it. This is very timely with the recent school violence that has been happening across the nation. WSD students and staff have been attentive and are looking at ways to mitigate the risks on our campus.
- Jr. NAD is up and running full speed ahead. The group is very goal oriented and are learning about student government relations. I am grateful for secondary counselor Amy Blades' leadership in this area.

If March is anything like February, it will be over in the blink of an eye. The school year is going fast!

**Washington State Center for Childhood
Deafness & Hearing Loss
Board of Trustees Meeting
March 9, 2018**

Report by: Kris Ching, Outreach Director, Birth-5

What have you been doing since our last meeting?

The Board for WA Hands & Voices chapter has been leading Community Café events in the state as an opportunity to bring parents, families, and children together – organized and facilitated by the Guide By Your Side Coordinator, Christine Griffin, and a leader from the Community Café organization. Community Café meetings are family friendly, well organized gatherings to collect information from parents/family members about their needs, wants, and desired for their D/HH children, what they wish was going better, and how they would like to see their communities/schools supporting them and their children better. The events start with a buffet style dinner and then the conversations begin – simultaneously, children have age appropriate activities as well as their own Community Café conversations of their thought/ideas and feeling about their schooling experience and wants/desires for their own educational and life experiences as DHH youth. The 3 districts that hosted the events all had staff who helped to advertise and organize the gatherings.

Kris serves on the WA Hands & Voices board, and has been a support in organizing the last three events.

- October 9 in Wenatchee (9 families)
- February 7 in Bellingham (3 families)
- February 13 in Pasco (17 families)

You can go to the WA Hands & Voices website for a detailed analysis of the Wenatchee event: <http://s406336064.initial-website.com/>

www.wahandsandvoices.org

Family Nights

- Feb. 12 Family Night in Wenatchee (Kristi Morrison & Justin Carvitto)
- Feb. 13 Family Night in Sedro Woolley (Kerianne Christie)
- Feb. 14 WSD FAN

Birth-3 Referrals

- 4 new referrals from Toddler Learning Center in Oak Harbor
- Also referrals from Longview, Chehalis, Deer Park, Bellingham

Professional Development

- Feb. 28 Kris and DeEtte Snyder, birth-3 coordinator from WA State School for the Blind provided a 3 hour training for 16 early childhood professionals from South Sound Parent to Parent (SSP2P) in Olympia – screening tool developed by WSDS for vision and hearing

What is on your horizon (include dates)?

- March 2 WA State EHDDI Advisory meeting (Zoom)
- March 8-9 Birth-3 introductory home visits for 2 Oak Harbor families
- March 14 WA Hands & Voices Board meeting
- March 15 CDHL D/HH Communication Specialists PLC meeting in Tacoma (facilitated by Deirdre Curle)
- March 18-21 National EHDI Conference in Denver

**Washington State Center for Childhood
Deafness & Hearing Loss
Board of Trustees Meeting
March 9, 2018**

Report by Carol Carrothers, Outreach Director (6-21)

What activities/projects have you been doing since our last meeting?

2/1 Meet with Spokane SD administration (Rick, Paul Bert and myself) about interpreter scheduling, met with interpreters. Helped them with scheduling interpreters and finding substitute interpreters. Set up a program of mentorship for interpreters who have not yet met the required standard. WSDS has hired Charlene Williams (4.8 on EIPA) to mentor by going into to visit these interpreters, discussing with them 1:1 the observation and then offering workshops 2 nights a month for them all together. Charlene is also providing this support for 3 other interpreters.

February 8th Outreach Staff meeting. Next staff meeting in Tacoma is March 29th. 10:00 – 12:00. Board members are welcome to join us.

Family Camp committee is meeting, 4 parents involved in that.

90% of the registrations received so far for camp have signed up for the Friday ASL Immersion afternoon.

February 10 EIPA Training from BoysTown: Sign to Voice

February 13 Pasco Community Café. Huge success with Hands and Voice, many attended.

February 14 stayed in Pasco SD with Becky Butz-Houghton to begin a project they have invited us to help with. They are wanting to look through student files and see if there are missing pieces to their program. Are the listening and spoken language students getting all the speech time they need? Becky is helping them with this process.

Christy and me are continuing to give both the EIPA performance and the written test.

What is on your horizon (include dates)?

Meeting with Western Oregon University about collaborating on teachers from Washington taking their on-line TOD training program sponsored by Washington State. April 14th

Describe how you plan on collaborating and with whom?

Seattle Children's Hospital with Deaf Fiesta, April 14th.

2017-2018 CDHL Outreach Report

Data as of February 28th, 2018

Sarah Decker Outreach Coordinator

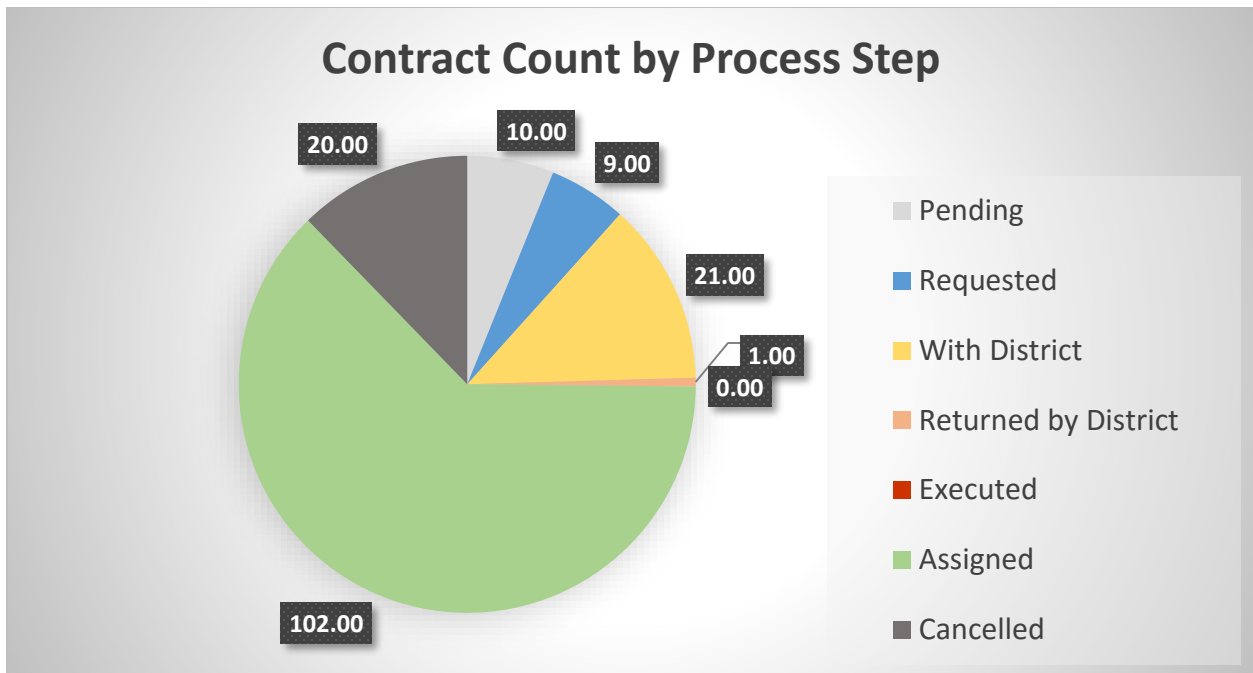
CONTRACTS

Number of Executed Contracts

Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
1	21	23	16	13	15	3	10				

Contract Count by Category

B-3	PK	K-12	WSD	PD	FTE	Open	Contractor
20	9	80	24	7	9	6	8



PROCESS

Average time from contract request until contract is sent to vendor – 11 days

Average time for contract to be returned by vendor – 18 days

Average time for consultant(s) to be assigned to executed contract – 3.5 days

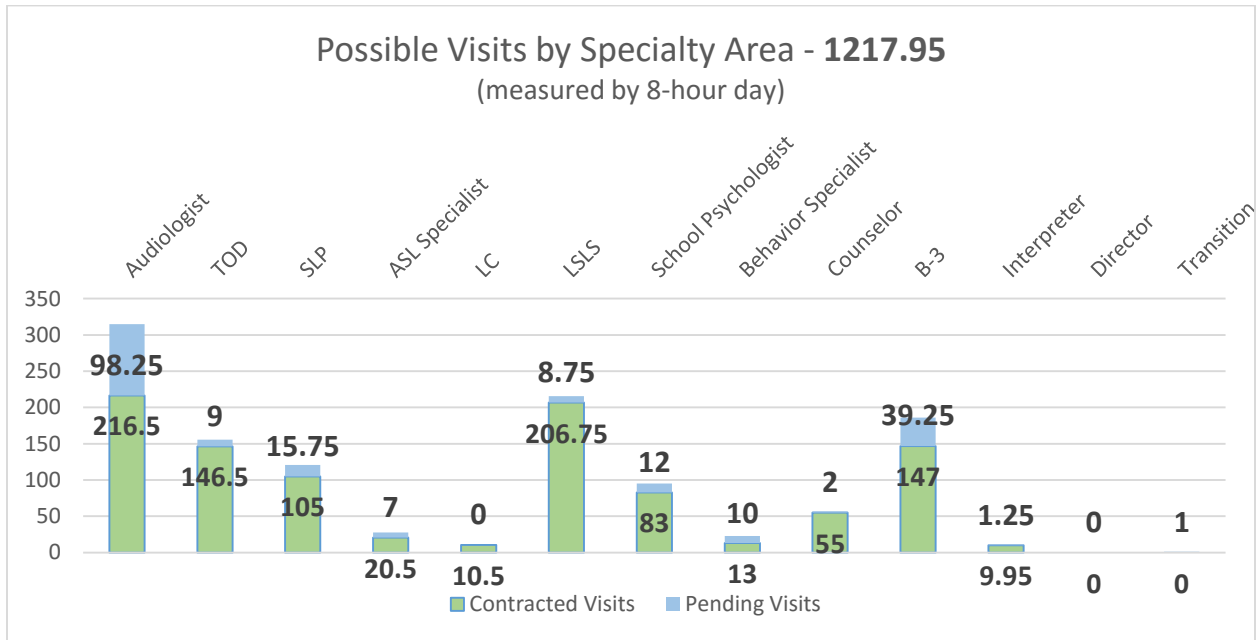
VISITS

Contracted Visits

Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
170	233	173.25	263	55.25	79	10	30.20				

Completed Contract Visits

Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
0	8	40	79	88	46	86	38				



Birth to 5 Caseloads

School Dist/Age		Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Bellingham	B-3 PK			2	2	3	3	3					
Brewster	B-3 PK	1	1	1	1	1	2	1	2				
Bridgeport	B-3 PK	2	2	1	1	1	1	1	1				
Cascade	B-3 PK	1	1	1	1	1	1	1	1				
Cashmere	B-3 PK	1	1	1	1	1	1	1	1				
Ellensburg	B-3 PK	1	1	1	1	1	2	2	2				
Moses Lake	B-3 PK	1	1	1	1	1	1	1	1				
Mount Vernon	B-3 PK						1	1					
Oak Harbor	B-3 PK			1	1	1	1	1					
Oakville	B-3 PK							1	1				
Sedro-Woolley	B-3 PK		2	2	2	2	2	2					
Soap Lake	B-3 PK	1	1	1	1	1	1	1	1				
South Bend	B-3 PK				2	2	1	2	2				
Rochester	B-3							1	1				
	PK												
Royal City	B-3	1	1	1	1	1	1	1	1				
	KG	1	1	1		1	1	1	1				
Vancouver	B-3 PK			2	1	1	1	2					
Wenatchee	B-3 PK	1 1	1 1	1 1	1 1	1 1	1 1	1 1	1 1				
Woodland	B-3 PK			1	1	1	1						
Yelm	B-3							1	1				
	PK												
Total:		12	14	19	20	22	24						

WASHINGTON STATE CENTER FOR CHILDHOOD DEAFNESS & HEARING LOSS

POLICY: 6213

Adopted:

Revised:

SUBJECT: **Travel**

Approved by:

Char Parsley, CDHL Board of Trustees Chair

Purpose:

To provide guidelines that establishes control of reimbursable travel expenses and procedures that ensure the accurate and timely payment of those expenses.

The following persons must comply with all applicable laws, policies and procedures for the State of Washington and CDHL:

- All CDHL employees, Board of Trustees members, and volunteers, that CDHL has legal authority to utilize, unless otherwise provided by law.
- All CDHL officers shall comply with [SAAM 10.70](#), Boards, Commissions or Committees.
- Persons, other than CDHL employees, whose travel expenses are authorized by statute, but the statute is silent as to amount.
- Contractors, unless there are specific contractual arrangements modifying travel reimbursement.

SAAM policies may be used as a guideline for payment of legally authorized travel expenses for students and other clients of the CDHL. ([SAAM 10.10.05](#))

Any travel policies not specifically covered in this policy and accompanying procedure (6213P) will be in accordance with the Office of Financial Management (OFM) in Chapter 10 of the State Administrative & Accounting Manual (SAAM).

<http://www.ofm.wa.gov/policy/10.htm>

The CDHL Board of Trustees directs the executive director to develop procedures in accordance with SAAM policies.

Legal References:

- Chapter 10 of the State Administrative & Accounting Manual (SAAM).
<http://www.ofm.wa.gov/policy/10.htm>
- Ethics law:
 - <http://app.eg.wa.gov/RCW/default.aspx?cite=42.52&full=true>
 - <http://apps.leg.wa.gov/WAC/default.aspx?cite=292>

Informational Items

Washington School for the Deaf

Enrollment Information

Month: As of February 28, 2018

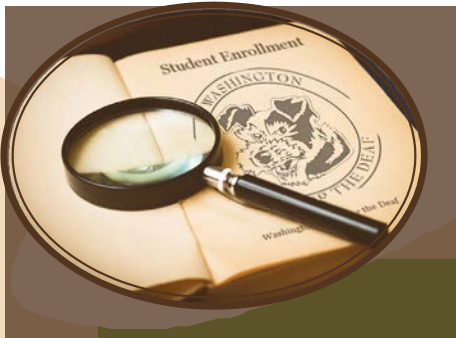
School Year: 2017/2018

Elementary: 39 Middle: 18 High: 37 Enrollment: 94

Day: 45 Residential: 49 Behavior Referrals: 23

WaCAD: 12

*These are on-campus enrollment numbers only.
Outreach data is included in the outreach report in this packet.*



WSD