September 15, 2017

Serving Washington State
8:30 a.m.  Board Finance Committee meeting

BUSINESS MEETING

9:45 a.m.  Call to order

5 minutes  Approval of June 15, 2017, board meeting minutes

45 minutes  Reports
  •  Board Finance Committee
    o  Tom Galey, Director of Business Operations & Technology
    •  Shauna Bilyeu, Superintendent
    •  Sarah Decker, Outreach Coordinator

30 minutes  Student Activity

1 hour  Lunch

1 hour  MAP (Measures of Academic Progress)
  •  Shannon Graham, Curriculum & Assessment Coordinator

30 minutes  Biz Town Highlights
  •  Lorana Meyers, Program Specialist
  •  Cathy Corrado, Literacy Specialist

10 minutes  Plan for November 3, 2017, Board meeting

Adjournment
Time and order are approximate and subject to change
WASHINGON STATE CENTER FOR CHILDHOOD DEAFNESS & HEARING LOSS
BOARD OF TRUSTEES

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<th>Voting Members</th>
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<tr>
<td>Maria Christianson</td>
<td>3796 Brown Road Ferndale, WA 98248</td>
<td>1</td>
<td>(360) 402-0162 Text</td>
<td>11/18/13</td>
<td>07/01/18</td>
<td><a href="mailto:maria.christianson@cdhl.wa.gov">maria.christianson@cdhl.wa.gov</a></td>
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<tr>
<td>Allie “AJ” Joiner</td>
<td>15806 18th Ave. W., B 102 Lynnwood, WA 98087</td>
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<td>(425) 329-8433 VP</td>
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<td>Nancy Sinkovitz</td>
<td>6403 NE 75th Street Vancouver, WA 98661</td>
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<td>(360) 910-0338</td>
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<td><a href="mailto:nancy.sinkovitz@cdhl.wa.gov">nancy.sinkovitz@cdhl.wa.gov</a></td>
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<tr>
<td>Nita Kamphuis</td>
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<td>4</td>
<td>(509) 967-6059 (509) 539-0962 cell</td>
<td>09/19/08</td>
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<td>Char Parsley, Chair</td>
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<td>5</td>
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<tr>
<td>Rita Reandeau</td>
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<td>Cell: (360) 551-3034</td>
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<td>Ariele Belo</td>
<td>1625 19th Avenue Seattle, WA 98122</td>
<td>7</td>
<td>(206) 388-1275 TTY (206) 452-7955 (Video &amp; Voice)</td>
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<td>Sidney Weldele-Wallace,</td>
<td>19501 SE 332nd Place Auburn, WA 98092</td>
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<td>Nancy Fitta, Vice Chair</td>
<td>512 63rd Ave Ct NE Tacoma, WA 98422</td>
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# WASHINGTON SCHOOL FOR THE DEAF
## 2017/2018 School Year

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## 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
- February 12 - March 28
- April 16 - May 23

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

## Statewide and School Testing Window
- MAP (Measure of Academic Progress) 2-12th grades: October 2-27, 2017
- SBAC (Smarter Balanced Assessment Consortium): March 19-23, 2018

## Quarters and Testing Dates
- 1st Quarter: November 3, 2017; 2nd Quarter: January 26, 2018; 3rd Quarter: April 13, 2018; 4th Quarter: June 20, 2018
Agenda Items
The board meeting was called to order by Char Parsley, chair, at 9:47 a.m. It was determined a quorum was present.

**Approval of meeting minutes**

Nancy Fitta moved to approve the May 5, 2017, meeting minutes. Allie Joiner seconded the motion. It was voted on and approved.

**Senior Trip Update**
The Class of 2017 was able to raise enough funds to rent a charter bus for a day trip to Silverwood Theme Park.

The Board would like to re-visit the senior trip overnight concerns at the summer retreat. There have been several overnight opportunities for students this past year but they were educational and in line with the mission of the school. The senior trip is strictly for entertainment purposes. A sample policy will be drafted and shared at a future meeting.
Sarra Yamin
Legal Counsel, Sarra Yamin, has accepted a position outside of the attorney general’s office. Her last day is Thursday, June 22, 2017. CDHL has not been assigned a new AAG as yet.

Larry Swift made a motion on behalf of the Board to express their thanks to Sarra and wish her well on this next step in her legal career. Nancy Fitta seconded the motion. It was voted on and approved.

Thanks Sarra for all your work on behalf of CDHL!

Finance Committee report
The biennium ends on June 30th and we are still waiting on information regarding a budget for the 2017/2019 biennium. If the budget is not approved by the end of the day on June 30th, state government will go into a partial shut down.

Local superintendents have a weekly phone call to share their concerns regarding McCleary funding. The biennium for school districts doesn’t end until August 31st.

Electricians have been on campus in order to complete wiring for all the Convo emergency systems. This work must be done before the fiscal year ends on June 30th.

The Oberkotter grant was approved to fund the Common Ground Project for the 2017 calendar year. The executive director and former superintendent (Jane Mulholland) have been involved this this project whose mission is for OPTION Schools and CEASD to work together to identify area for collaboration to help all infants, children and youth who are DHH succeed.

Superintendent’s report (Shauna Bilyeu)
Graduation was amazing event and it was heart warming to see the students receive their diplomas and see the pride on their families’ faces.

Senior Tease was held on June 8th. The SLCs (Student Life Counselors) host this wonderful and hilarious evening.

Looking forward to the Western Regional Superintendent’s Conference which will be held at California School for the Deaf/Riverside on July 27-28. This conference was held in conjunction with WSBC. Agenda items include: statewide assessment, transition and early intervention.

WSD will host an AEBPD (ASL/English Bilingual Professional Development) workshop to train staff from Montana and Oregon schools for the deaf over the summer.

Plans are already underway for the 2017/2018 school year!
Outreach Coordinator report (Sarah Decker)
Sarah shared a handout of comments received regarding outreach work at the various school districts. A year end survey is sent to school district for their feedback and comments/suggestions/concerns will be shared with individual consultants.

Sarah also showed a visual that mapped contracted services and visits by school district, county, and ESD. Future data goals were also shared with the board to include better student information, more timely visit data, and increase the ability to sort the data by legislative district.

It is very hard to obtain accurate information on the number of students who are DHH in the state of Washington. Each fall CDHL is tasked with sending the districts a survey asking for information regarding their DHH students and response varies from year to year which makes it very difficult to know how many and where DHH students are located.

Board member, Nita Kamphuis, shared that the Richland School District uses CDHL outreach services and is extremely pleased with their work.

Strategic Planning (Shauna Bilyeu, April McArthur, Shannon Graham, Ginger Speranza, Teresa Stotler-Martin)
A strategic planning committee was set up to provide oversight to focus group work and report progress to the school stakeholders.

Goals for the four focus groups are as follows:
- **Ed Tech (led by Ginger Speranza)**
  - Visual Communication System (Convo emergency system)
  - Tech infrastructure/plan for improvement
  - Staff have tools and training for technology
  - Hire a librarian (Ginger Speranza)
- **Transition (led by Teresa Stotler-Martin)**
  - Graduate data
  - Career exploration
  - Soft skills development
  - Work education program overall
  - Overall program/exit
- **Curriculum/Assessment (led by Shannon Graham)**
  - Curriculum adoption
  - Instructional planning & delivery
  - Data
  - Training
  - School improvement plan
- **ASL/English Bilingual Program (led by April McArthur)**
  - Language planning
  - ASL & English instruction
  - Training
- Materials and resources

When completed, the narratives will match the 12 standards from the CEASD accreditation.

**Board Elections**

Nancy Fitta nominated Char Parsley to continue as Board chair for the 2017/2018 fiscal year. Nita Kamphuis seconded the motion. It was voted on and approved.

Nancy Sinkovitz nominated Nancy Fitta to continue as Board vice chair for the 2017/2018 fiscal year. Allie Joiner seconded the motion. It was voted on and approved.

Congratulations to both Char and Nancy!

**Executive Director’s evaluation**

Board members, Rita Reandeau and Larry Swift, prepared a draft of the executive director’s evaluation and the Board will go into executive session to discuss its content.

**Executive Session**

The Board went into executive session at 1:18 p.m. for 15 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 1:33 p.m. and closed at 1:35 p.m. for an additional 5 minutes.
- The meeting reopened at 1:40 p.m. and closed for an additional 5 minutes.
- The meeting reopened at 1:45 p.m.

Larry Swift moved to approve the executive director’s evaluation letter as amended by the Board members. Nita Kamphuis seconded the motion. It was voted on and approved.

The Board chair will sign the letter and mail it to the Governor’s office by the July 1st deadline.

**Summer Retreat**

The summer retreat is scheduled for July 25-26 in Tacoma. More details later.

**Topic for future meeting**

- What would the ideal system for a birth to 3 program look like? FRCs (Family Resource Coordinators) are a very important part of this program.
Adjournment
Hearing no objection, the meeting was adjourned at 1:56 p.m.

_________________________   __________________________
Char Parsley, Chair       Shauna Bilyeu, Superintendent
CDHL Board of Trustees        WSD

_________________________   ________________________
Date           Date
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
- Weekly OFM contingency planning conference calls

June 2017
- K-12 Outreach Director interviews
- Staffing for 2017/2018 school year
- Iowa Task Force all day conference call
- June 6-16: Vacation
- HSDC Advisory meeting
- Georgia Pathway to Literacy (Atlanta)
- Contingency planning for potential state shutdown
- WSDS retreat (Spokane)
- Common Ground meeting (Minneapolis)

August 2017
- Presentation at WASA/OSPI Special Education Workshop (Tacoma)
- Meeting with Seattle area parent
- ASTra training (Austin)
- Presentation at Governor’s Goal Council meeting (Olympia)
- Meeting with Special Education Director from ESD 114 for DHH services
- CEASD & OPTION planning meeting
- Meeting with Special Education Directors from the Wenatchee School District regarding DHH programs
- Presentation at the Listen & Talk staff training day
- JA World meeting regarding 2018 event
On the Horizon

National Outreach Conference (virtual)
- September 12 – 13, 2017

Hands & Voices Leadership Conference (Galena, Illinois)
- September 15 – 17, 2017 (presenting)

ESD 101/Spokane Special Education Directors Meeting
- September 21, 2017

Georgia Pathway to Literacy – Working with educational professionals in Georgia to strengthen our respective preschool programs to make sure DHH children are ready for kindergarten.
- October 3, 2017: Georgia Pathway meeting (Atlanta, Georgia)

Iowa Task Force meeting (Facilitator)
- October 15 – 17, 2017 (Des Moines, Iowa)

Common Ground – OPTION Schools and CEASD will identify areas for collaboration to help all infants, children and youth who are DHH succeed.
- November 9 – 10, 2017 (St. Augustine, Florida)
Happy new school year! We are off to a great start. At the all staff safety training on August 22nd, I showed a slide with the Terrier logo over the sun and moon stating that it is the year of Terrier Totality! Even with all of the somber natural disaster events occurring locally and nation-wide, the staff and students are back and in positive spirits, and I just know that this is going to be a great year!

- **New Students:** We have 16 new students in either visitor or diagnostic status. This includes 7 at the elementary level, and 9 at the secondary level. Additionally, we have 3 applications that are awaiting admissions team review. Current enrollment is at a total of 91 students. WaCAD continues to grow in popularity. WaCAD is FULL! There are 12 students enrolled and 4 on the waiting list.

- **New staff:** The academic department, residential department and nutrition services, technology and business office all welcomed new staff at the start of the school year.

- **Farewells:** Long time Student Life Counselor Jayne King retired during the summer, and the nutrition services department said farewell to manager Renee Cunningham. Shannon Jordan has been hired to be the program coordinator for that department.

- **CTE and Advanced Classes:** Our partnership remains strong with Vancouver SD. The high school has 5 students taking classes at nearby high schools: Fort Vancouver and Hudson Bay. 1 student is taking welding, and another is taking culinary arts at Fort. The other three students are taking Intro to Engineering, Human Anatomy, and English: Literature in Media, as well as History at Hudson Bay.
• Next week is **Deaf Awareness Week**! We are kicking it off with a school-wide assembly on Monday, September 18th. This year, we have expanded our program to include a tour, school overview, coffee social and lunch time with students for our legislative guests. As of this report time, 5 legislators have RSVP’d saying that they will join us for the program after the kick off ceremony. Exciting. Board members are also invited to the festivities. Please let Judy know if you are able to come. The ceremony starts at 8:15 am on Monday, September 18th.

• **The website is live!** We are thrilled with how it captures the WSD spirit. Staff were invited to sign a thank you poster, and flowers and a card were given to ESD 112 in thanks. ESD 112 also featured the new website in their e-news edition. Many thanks go to all of those involved to get this up and running. It has been a true labor of love. We are now working on the logistics of how to set WSD systems in place to effectively maintain the website, and teachers are adding content to their individual webpages.

• We have a special event occurring over the weekend of **September 16th: POW**. Phoenix Day School for the Deaf, Oregon and Washington will convene on our campus to challenge each other in volleyball, football and academic bowl competitions. This is the first of its kind and hopefully not the last. Ron Spratlen and all of the coaches have put a lot of planning and work into this, I know that WSD will shine!

• **Reminder: Homecoming** football game is Thursday, October 12th at 4:00 pm.

• **D.E.A.F.** has offered mini-grants to support students at WSD again. DEAF is hosting a wine tasting event on September 23rd to raise funds for our students. See their website (which is linked on ours!) for more information if you are interested. I am always so impressed with the DEAF Board’s initiative and fundraising ideas. Last year was a record year for them in donations to our school: over $17,000 was given! $10,000 in mini-grants to staff, and $7,000 for sports programs. We are lucky indeed!
Washington State Center for Childhood Deafness & Hearing Loss
Board of Trustees Meeting
September 15, 2017

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

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

- July 5-6 WSDS retreat meeting for CDHL, WSSB, and Deaf-Blind Project – Spokane
- July 12 CDHL Outreach ASL Specialist interviews – Vancouver
- July 26 CDHL-ODHH meeting in Olympia
  - How can we collaborate to provide quality programs?
  - Outcome: ODHH will be posting an RFQ for new interagency agreements
- July 31 Planning for WASA conference – WSDS presentation – Hotel Murano Tacoma
- Aug 1 WSDS presentation at WASA – Tacoma
  - Combined presentation WSDS, CDHL, and WSSB
- Aug 2 WASA networking
- Aug 2 Meeting with Seattle PS parent and her attorney – LRE and preschool SPED eligibility discussion (Rick & Kris)
- Aug 7 Attended Results WA meeting in Olympia (Rick presented about CDHL)
- Aug 8 Meeting with ODHH about Birth-3 contract – Olympia
- Aug 10 WA Hands & Voices gap analysis interview – phone
- Aug 22 CDHL Safety Training Day - Vancouver
- Aug 23 CDHL Safety Training – Outreach Team
- Aug 24 Attended Zoom meeting for online ASL assessment tool (Carol, Shawn B., Kris)
- Aug 25 CDHL Outreach Staff meeting in Tacoma
- Aug 28 Dept. of Enterprise Services (DES) meeting with Drew Zavatsky on CDHL contracts – Vancouver
- Aug 29 CDHL presentation for Listen and Talk training in Seattle (Rick, Carol, Kris)

What is on your horizon (include dates)?

1. National Outreach Conference (online) Sept. 12-13
2. LEAD-K meeting for Washington State Sept. 16
3. Georgia Pathway to Language & Literacy meeting Oct 2-3 (Atlanta)
4. WA EHDDI Advisory meeting in Kent Oct. 10

WSDS-CDHL-WSSB Combined Efforts/Activities:

- 3 Pronged Approach trainings with DeEtte (La Push, WA)
- Carol and I will be working together on setting up & supporting Family Nights in different regions of the state
• Birth-3 Sensory Disabilities State Agencies Taskforce meetings – DeEtte and I co-facilitate
CDHL Outreach Report  
2017-2018  
Data as of September 7th, 2017  
Sarah Decker Outreach Coordinator

**CONTRACTS**

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**Contract Count by Process Step**

![Contract Status](image)

- **Pending**: 18.00
- **Requested**: 4.00
- **With District**: 26.00
- **Returned by District**: 4.00
- **Executed**: 4.00
- **Assigned**: 3.00
- **Cancelled**: 17.00

**PROCESS**

- **Average time from contract request until contract is sent to vendor** – 10 days
- **Average time for contract to be returned by vendor** – 8 days
- **Average time for consultant(s) to be assigned when contract is executed** – 1 day
### VISITS

**Contracted Visits** (measured by 8-hour day) – 408

![Bar chart showing contracted visits by specialty area]

**Table: Contracted Visits**

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**Table: Completed Visits**

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<th>Jul</th>
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What activities/projects have you been doing since our last meeting?
Attended National Deaf Education Conference in Indiana June 21-23
Educational Interpreter Intensive weeklong training at WSD 36 participants
32 EIPA Performance assessments
WASA Conference
Taking Consistency Index training from ELearning

What is on your horizon (include dates)?
Will attend each SPED Director Meeting to introduce Meena and explain new role of professional development and parent engagement
Everyday Writing in the Classroom for DHH students November 3rd in Pasco
Visual Communication Sign Language Assessment Training November 9th
SAASLA Training
Informational Items
CDHL Data  
As of September 6, 2017

WSD
- Elementary School: 39
- Middle School: 15
- High School: 39
  Total students 91

WaCAD
- WaCAD: Starting September 10, 2017

Statewide Outreach

Birth to 5 program
- Southwest Washington: 7
  - Central Washington:
    - Birth to 3: 8
    - 3 to 5: 4

Districts served through statewide outreach (2017/2018 school year):

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<tr>
<th>ESD 101</th>
<th>ESD 105</th>
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<td>NCESD 171</td>
<td>Sedro-Wooley</td>
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Private School:
- Villa Academy
On Monday, Goal 5 (government) met and discussed creating a diverse, equitable and inclusive workforce. The Office of Financial Management led off the conversation, asking agency leadership for their support and to be champions for this important work. Folks from the Department of Social and Health Services and the Department of Health joined the conversation on transforming lives by increasing equity and diversity.

Also on Monday, Goal 1 (education) met to discuss some of the strategies and challenges around providing ECEAP preschool enrollment slots.
The Goal Council also had a conversation with Rick Hauan from the Center for Childhood Deafness and Hearing Loss about work going on to change the face of deaf education. They talked about the need for more access to training and about provider coverage by county.

Upcoming Goal Council meetings:

- **Monday, August 14**: Goal 2 (economy), cancelled due to goal council member availability.

- **Monday, August 14**: Goal 3 (energy/Environment), 2 pm to 3:30 pm, Facebook Live Streamed from Ecology in the Tri-Cities. Topic: Tank Waste Treatment and Clean, Cool Water (3.1b) (3.2)

Engagement:

On July 24 strategic planners from multiple agencies gathered at the General Administration Building to share methodologies at the Statewide Strategic Planning Learning Community meeting. During this self-driven meeting, the group discussed design thinking and the 20-step strategic planning process. It was an excellent opportunity for strategic planners to gain knowledge and support.

On July 31, Enterprise Lean Leader Hollie Jensen taught a TWI (Training within Industry) mini-workshop to the Lean team at the Department of Licensing.

On August 1, Hollie shared an inspiring talk with new Lean learners at WSDOT emphasizing the importance of their work to Washingtonians and hosted a listening and feedback session with a group of Lean Advisors. Later that day, Hollie walked the executive team at the Public Disclosure Commission through a strategic planning exercise.

A quarterly Lean Advisors Plus meeting will be held on Wednesday, August 9 at the Department of Corrections headquarters. Please reach out to Hollie Jensen for more information about this meeting.

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Thanks for reading!