

Washington Center for Deaf and Hard of Hearing Youth



May 1, 2020

***Washington Center for Deaf and
Hard of Hearing Youth***
Board of Trustees Special
Meeting Packet

- Agenda
- Board of Trustees contact information

AGENDA ITEMS

- Board meeting minutes
- Reports
 - Board Committee Report
 - Director – Rick Hauan
 - Superintendent – Shauna Bilyeu
 - Business Office Director – Kai Matthews
 - Outreach – Kris Ching, Carol Carrothers

**Washington Center for Deaf and Hard of Hearing Youth
Board of Trustees Special Meeting
May 1, 2020**

Due to social distancing, the meeting will be available online only to the public:

Join Zoom Meeting

<https://zoom.us/j/96842596475>

To request access to the Board Meeting please email erica.rader@cdhy.wa.gov

Agenda

10:00am Call meeting to order and determine a quorum is present. Approve minutes from the February 28, 2020 Board Meeting.

Reports:

- Committee Reports
- Director - Rick Hauan
- Superintendent – Shauna Bilyeu
- Business Office Director – Kai Matthews
- Outreach – Kris Ching, Carol Carrothers

State of Agency, COVID-19 Impacts

- Waiver from OSPI

State of Agency Report to Governor

Public comments

To further support social distancing, the Board of Trustees will accept written public comments only. Submit your comments to: erica.rader@cdhy.wa.gov no later than Thursday, April 30th, 2020, 5:00 pm.

Meeting adjourned

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) 418-0402 (shauna.bilyeu@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	07/01/23	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
Nita Kamphius	635 S. Hawaii Place Kennewick, WA 99336	4	(509) 539-0962 (cell)	07/23/18	07/01/23	nita.kamphuis@cdhl.wa.gov
Char Parsley	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
Jennifer Acuna	105 National Avenue N. Bremerton, WA 98312	6	(360) 865-2375 (cell) (360) 478-6886	12/17/19	07/01/24	jacuna@oesd114.org
Ariele Belo, Vice Chair	1625 19 th Avenue Seattle, WA 98122	7	(206) 388-1275 TTY (206) 452-7955 (Video & Voice)	01/30/07	07/01/21	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, 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
Wes Henson	7137 Mirasett St. SW Olympia, WA 98512	10	(360) 628-3639	11/20/19	07/01/24	wesley.henson@cdhl.wa.gov

Agenda Items

WASHINGTON STATE CENTER FOR CHILDHOOD DEAFNESS & HEARING LOSS

Board of Trustees Meeting

Board Members:	Maria Christianson	(District #1) – Absent (Excused)
	Allie Joiner	(District #2)
	Nancy Sinkovitz	(District #3)
	Nita Kamphuis	(District #4)
	Char Parsley	(District #5) – Absent (Excused)
	Jennifer Acuna	(District #6)
	Ariele Belo	(District #7)
	Sidney Weldele-Wallace	(District #8)
	Nancy Fitta	(District #9)
	Wes Henson	(District #10)

Executive Director: Rick Hauan
Superintendent: Shauna Bilyeu
Legal Counsel: Tsering Cornell
Recorder: Erica Rader
Interpreters:

Guests: Kai Matthews, Business Office Director
Sarah Decker, Lean Program Manager
Jessica Sydnor – Human Resources Director
Kris Ching, Outreach Birth-5
Carol Carruthers, Outreach K-12

Nancy Fitta, chair, called the Board meeting to order at 10:03am. It was determined a quorum was present.

Approval of meeting minutes

Board Meeting Minutes from January 24, 2020 were reviewed

Page #3, Line 2 “sell” should be changed to “sale”

Allie Joiner indicated on page 3, paragraph 3 about PARA support is confusing. Rick recommended deleting paragraph and addressing it at the next Board meeting. Allie Joiner and Board members agreed.

Page #2, Line 15 “synapsis” should be changed to “synopsis”

Page #2, Line 22, Nancy Fitta’s last name was missing on a question.

Page 5, in the public comments section Sarah Decker's name was missing the "h" at the end.

Sarah indicated in the bullets under public comments, they should include the words faculty and staff. Board votes and agrees to this.

Tsering requested on page 4 to change "advised" to "noted"

Page 5, 6th bullet under public comments "then" should be changed to "than"

Nita Kamphuis moved to approve the January 24, 2020, meeting minutes with the corrections made. Allie Joiner seconded the motion. The motion was voted on and approved.

Staff Reports

Rick Hauan, Executive Director

Rick shared with the Board that CDHY has been working with several different districts, in planning for the remainder of this school year and planning for next school year. This work has provided support as we have been working most recently with Bellingham Public Schools. Bellingham currently has 1 teacher of the deaf and 73 students. They have worked together to come up with a three-tiered plan and are appreciative of the support CDHY is going to provide. Currently they are looking at hiring another teacher of the deaf and an educational audiologist.

Q: Nancy F. asked if they have looked at demographics of these families in Bellingham?

A: Kris and Carol indicated the families are in Whatcom County.

Q: Allie Joiner asked if the 73 kids are all in 1 school?

A: Rick indicated they are spread throughout the district. Kris Ching, Director of Outreach, Birth-to-5 indicated there are 16 kids in Whatcom County just in the Birth-5 category.

Q: Jennifer Acuna asked if there is a best practice for a ratio of services?

A: Rick indicated they are working on predicative models, however there is no specific recommendation in current best practices other than general guidelines for student to teacher ratios for special education teachers.

Allie Joiner indicated that the school in Burlington may be able to work closely with Bellingham. Rick indicated Salish Sea Deaf School is collaborating with Bellingham.

Shauna Bilyeu, Superintendent

Shauna indicated we have 2 more National Board-Certified Educators now. We have 3 interns with us, and they will be here through May. Heat in the Auditorium is fixed, then heat went out in Northrup. Shauna met with the Department of Archeology and Historical Preservation. They provided ideas to help upcycling or recycling, of and maybe include it in artwork for the school. Shauna let the Board know that she, Kai and Rick went and testified at the senate to request money in the budget to demolish the old buildings. Final budgets will be released at the end of March.

Shauna congratulated the WSD Basketball team who went to the Western State Basketball Classic (WSBC) and in the final second of the championship game just missed winning falling short of victory. The team had fantastic sportsmanship and played exceptionally well. We are very proud of our Terriers Basketball team!! The Terriers men's team did make it to the state playoffs and hosted a playoff game for the first time ever. We did not advance in the tournament, but again had great spirit and played well.

WSD Academic Bowl just returned from Hawaii, and they won the sportsmanship award, and made it to quarter finals.

Nancy Fitta gave the Board's thanks and commended the teams for their sportsmanship of all our sports and academic teams and students here at WSD.

Shauna reminded the Board that Flying Hands will be here at WSD in 2 weeks. WSD will be hosting deaf schools from multiple states and British Columbia, Canada.

Shauna indicated that students in grades 5-12 will be going to Deaf2Deaf Day at BizTown in Auburn, Washington March 18 & 19.

Board questions related to current legislative activity for the current session

- Q: Allie Joiner inquired about the status of the bill progress in the legislature regarding the transition of responsibility for the delivery of services for Birth-3 (Special Education Part C of the IDEA). The bill will change the responsibility and funding stream from OSPI to DCYF.
- A: Both Governor Inslee and Superintendent, Chris Reykdal have issued statements outlining the new structure. We are currently awaiting passage of this bill. It has strong support and is expected to be signed into law later this year.
- Q: Allie Joiner inquired about the current status of House Bill 1623 providing support for Educational Interpreters.
- A: Carol explained that the bill never made it out of committee and therefore is considered "dead." Rick elaborated that this bill was carried forward from the last session, and while it is supported, there are likely changes to make the bill language more well-defined and clear. He believes the bill language will likely continue to be adjusted to provide a broader system of support developing educational interpreter training programs and educational interpreting services delivered at the local school level.

Kai Matthews, Director of Business Operations & Technology

Kai Matthews gave a report from the Finance Committee meeting earlier this morning. We are currently tracking very well. Mr. Matthews referred the Board to the reports before them and explained we will likely have a small amount of money remaining for purchasing supplies at the end of the year.

Q: Allie Joiner inquired if we will ever need to return funds to the government from 19H account.

A: Kai informed the Board that, no we do not return 19H funds to the state. He reminded the Board that those funds are revenues generated for services delivered and are maintained separately on our balance sheet. They are not allocated as general funds from the state and therefore are not subject to be returned at the end of the fiscal year.

Q: Wes Henson inquired if long term discussions are underway to determine transportation costs for the future. For example, if student counts continue to grow how do we as an agency plan for that?

A: Kai indicated yes, those discussions are happening, and we should have a projection over the summer.

Q: Allie Joiner inquired if more exposure at events we host like BizTown will help student numbers grow at WSD and if so, are we prepared for that?

A: Kai indicated yes we are prepared and would be prepared in the future. Certain dollar amounts can be used for campus expenditures and what is left will be moved to Outreach.

Outreach – Birth to 5 program Kris Ching, Outreach Director

Carol indicated she has flyers for a STEM program. They are also wanting to have the STEM at the camp they are hoping to have in August.

Outreach – K thru 12 program, Carol Carrothers

Kris indicated to the Board her and Rick went to the EHDDI committee earlier this month, and 2 members are ready to launch their deaf mentor program.

Q: Allie Joiner asked for the mentors' names and was curious if they are under OSPI.

A: Kris indicated they are under ODHH and will have to look into the names of the mentors.

Philip and Abby Kitchens present their story to the Board about their child's journey to WSD.

The Board goes to a short recess to greet the Kitchens' personally.

Policy Review

2000 Student Learning Goals – 2nd read

Nancy Sinkovitz incorporated and revised the policy as agreed at last meeting. Nancy Sinkovitz indicated changes that were discussed at the first reading were made for second reading. Nancy Fitta indicated CDYH is a typo and should be CDHY. Wes Henson asked if Board should be capitalized throughout. Nancy Fitta agreed it should be capitalized as it is a title. Nancy Sinkovitz will make the corrections.

Nita Kamphuis moved to adopt Policy 2000 with the corrections made. Ariel Belo seconded the motion. The motion was voted on and approved, unanimously. Policy 2000 is adopted.

2005 School Improvement Plan- 2nd read

Nancy Sinkovitz incorporated recommended changes and alterations to the policy as agreed at our last meeting. Shauna recommended changing "Community Members" to "Stakeholders." Wes Henson agreed. Nancy Sinkovitz will make this change. No further discussion.

Nita Kamphuis moved to adopt Policy 2005 with the corrections made. Wes Henson seconded the motion. The motion was voted on and approved. Policy 2005 is adopted

2020 Course Design, Selection and Adoption of Instruction Material - Revision

Nancy Sinkovitz incorporated recommended changes to the policy as agreed at last meeting. Since publication for the Board packet, Nancy Sinkovitz identified some grammatical errors and will correct them. No questions from the Board.

Nita Kamphuis moved to adopt Policy 2020 with the corrections made. Allie Joiner seconded the motion. The motion was voted on and approved. Policy 2020 is adopted as revised

2027 Agency Ownership of Staff-Created Work – 2nd read

Nancy Sinkovitz Indicated Rick Hauan made some additions and added a guideline section from the first read. Nancy Sinkovitz inquired if the Board would like to use "Agency" in future policies in lieu of CDHY. The Board agrees to this, but the first time the word "Agency" is used it should reflect that CDHY is referred to as the "Agency." Nancy Fitta indicated the end of the policy should indicate "This shall be crossed referenced with 2020 and 2022" and take out Policy Numbers 4040 and 2025 as they are not yet adopted. They can be added at a later date when adopted. Nancy Sinkovitz so noted and will propose clusters of policies relating to one another as much as possible.

Nita Kamphuis moved to adopt Policy 2027 with the corrections made. Ariel Belo seconded the motion. The motion was voted on and approved. Policy 2027 is adopted

2220 School Calendar – 2nd Read

Nancy Sinkovitz incorporated changes noted at the end of the policy as agreed at the last meeting. Nancy Sinkovitz indicated changes that were discussed at the first read were made for second read. There were no further Questions.

Nita Kamphuis moved to adopt Policy 2220 with the corrections made. Allie Joiner seconded the motion. The motion was voted on and approved. Policy 2220 is adopted

Code of Ethics – 1st read

Nancy Fitta indicated if you have any typos or grammatical errors please email Nancy Sinkovitz with those corrections.

Allie Joiner indicated she has concerns about “free speech” and “honoring cultural diversity.” She inquired if the Board has looked at other Board or Commissions or State agencies for language. Rick Hauan indicated he would reach out to several agencies such as Hispanic Affairs, Native American or LGBTQ for a cultural perspective. Tsering Cornell indicated this policy doesn’t create a conflict with cultural diversity.

The Board indicated they are all comfortable signing the Code of Ethics as they currently exist.

The Board will bring back for a second read and transfer into a policy format. It will indicate that every new Board member will need to sign and it will be updated to the website.

The recorder for the Board, Erica Rader will retain these records and policies.

PUBLIC COMMENTS

Dr. Erica Pedro addressed the Board and indicated that staff members received an email from Washington Federation of State Employees and Washington Public Employees Association. In the email, it indicated that members of the union and staff were going to write a letter requesting for the Executive Director, Rick Hauan of CDHY to resign. Dr. Pedro indicated that a lot of staff were not in agreement with asking for the Executive Director’s resignation. In response, other staff members decided to write their own letter in opposition to the letter asking the Executive Director Hauan to resign. Dr. Pedro presented the Board with a letter dated 02/13/2020 signed by “Contributing staff of CDHY and members of WPEA and WFSE.” She requested that the board please take the time to read the letter provided.

Kelly Wicker Chief of Staff with Governor Inslee’s Office addressed the Board of Trustees and thanked the Board for all their hard work.

Franklin Plaistow Director of Human Resources for the State of Washington addressed the Board. He also thanked them for their hard work. He indicated he would try to attend more Board Meetings throughout the year.

12:48 The Board recessed for lunch

1:10 the Board reconvened

Executive Session

Board Chair, Nancy Fitta announced the Board would be moving into Executive Session. Ms. Fitta stated "It is 1:34pm We are going to enter Executive Session pursuant to RCW 42.30.110 (1) (f) "To receive and evaluate complaints or charges brought against a public officer or employee;" and, RCW 42.30.110(1)(i) "...to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency."

Board entered Executive Session at 1:34pm

Board re-opened into open session at 2:29pm

CLOSING COMMENTS

Committee Membership:

Finance Committee:

Nancy Fitta indicated that with Rita Reandeau, Chair of the Finance Committee recently leaving the Board it left only 3 people on the Finance Committee and no Chair. She wanted to know if anyone wanted to be on the Finance Committee and vote for a chair to let her know.

Current members of the Finance Committee:

- Ariel Belo
- Sidney Weldele- Wallace
- Nancy Fitta
- Maria Christensen

Policy Committee include:

Nancy Fitta indicated that Nancy Sinkovitz, Nita Kamphuis, Allie Joiner and Char Parsley serve on the Policy Committee. Ms. Fitta asked if anyone would like to be on this committee to please speak up. Wesley Henson and Jennifer Acuna indicated they would like to serve on the Policy Committee.

In discussing the work facing the Policy Committee it became apparent that there was too much work for one committee.

Policy work will be broken into two sub-committees. Student Sub-Committee Responsible for: Policy Series 2000 – Instruction and 3000 – Students.

Policy members include:

- Nancy Sinkovitz
- Allie Joiner
- Nita Kamphuis.

Operational and Business Subcommittee: Policy Series 4000 – Community Relations; Series 5000 – Personnel; and Series 6000 Management Support. Members include:

- Jennifer Acuna
- Wes Henson
- Char Parsley

Nancy Fitta also indicated that Shauna is the only person on the Project Committee and if anyone would like to be in that please speak up.

Nancy Fitta indicated you should only be on one committee at a time though since they can be time consuming.

Nancy Fitta Informed the Board that we may need to change the meeting date in September due to budget submission deadlines due to OFM.

There will be no classroom visits on March 27 as that is the day before spring break. Shauna will set up classroom visits for the May 1st Board meeting.

Adjournment

Hearing no objection, the meeting adjourned at 2:52pm

Nancy Fitta, Chair
CDHL Board of Trustees

Richard Hauan, Executive director
CDHL Executive Director

Date

Date

**Washington State Center for
Deaf & Hard of Hearing Youth
Board of Trustees Meeting**

**Report by Rick Hauan
5/1/2020**

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

Ongoing meetings

- Governor's Goal Council
- Executive and Small Agency Cabinet
- Results Washington leadership meetings
- CDHY Leadership Meetings
- Executive Leadership Team meetings
- CDHY/WSD Leadership Team meetings
- Outreach staff meetings
- Finance Committee meetings
- EFFECTIVE MARCH 16, 2020 – ALL WORK DONE REMOTELY IN ACCORDANCE WITH THE GOVERNOR'S EMERGENCY PROCLAMATION

March/April 2020

- Work with Director, State HR, Jessica Sydnor and the Governor's Deputy Chief of Staff for communication improvements with WFSE and WPEA bargaining units
- Staff appreciation and recognition dessert
- Early Hearing Detection, Diagnosis and Intervention statewide workgroup addressing qualification for children moving from Early Intervention supports to preschool
- Met with Issaquah, Tahoma, Snoqualmie Valley and Riverview School Districts to identify additional staffing needs to meet student and staff supports for 2020-21 school year
- Met with Leadership Team members 1:1 to set goals and get feedback on how to improve the agency operations and climate
- Monthly WSDS meeting focusing on coordination of services and providing support to districts, other service providers and families of deaf/hard-of-hearing youth and children.
- Met with Seattle Public Schools Assistant Superintendent and Director, Special Education for Community Forum relating to programing needs for the Deaf education program within Seattle Public Schools
- Special Education Directors' meeting ESD 114, Sequim, WA
- Met with Bellingham Special Education Director and Teacher of the Deaf to plan for expansion of services within their district. Consultation includes meeting emergent needs, planning for school year 2020-21 and long-term planning for program development
- Leadership Team is beginning a process of renewal to improve communication agency-wide

- Effective March 16, 2020 CDHY/WSD closed offices and moved all operation to Remote work for all staff. March 16 and 17 focused on planning and reviewing resources for deploying services to students served at WSD and providing remote consultation and support for local school districts from Statewide Outreach staff
- Zoom meetings became a normal way of doing business. Worked with interpreting department and others on Leadership Team to develop a new way of conducting meetings for staff
- WA CASE meetings and training for conducting business remotely
- Briefings from the Governor's office and adjustment of working protocols to ensure staff had meaningful work.
- **SHOUT OUT to our staff** who demonstrated significant ingenuity and adaptability in creating virtual strongholds for students to have access to instruction and supporting each other through a very substantial shift in the way we work. I couldn't be more proud of our staff!
- **Shout out to Leadership Team** who communicated with staff and worked to develop tools for access and language support for students, staff and families
- Miscellaneous HR and Budget meetings in support of issues related to COVID-19 adjustments to our operations

***Washington State Center for
Deaf & Hard of Hearing Youth
Board of Trustees Meeting***

***Report by Superintendent Shauna Bilyeu
Date May 1, 2020***

- **Enrollment:** Student enrollment is currently at 120 students. One 5th year senior exited shortly after the closure, three WaCAD students exited before the closure, and two elementary students withdrew just before or during the closure. All admissions processes are currently on hold. There are 4 current applications and one new interested student. These applications will be reviewed and students admitted for diagnostic when the school re-opens. There are 12 seniors in the class of 2020. Pending work completion, seven seniors will receive their diplomas this year.
- **Student and Staff updates**
 - Staff have contacted all students. All belongings left in cottages were mailed home to students. Some students have wi-fi issues, so WSD is implementing a hybrid tech/snail mail distance-learning program. We received 10 hotspots from Vancouver Public Schools, and 8 have been mailed to different families across the state. The hotspots are 20 gigabytes, therefore we are working with AT & T to procure some more with unlimited data.
 - Academic staff are currently working from home providing distance learning activities for all students. Teachers and aides are conducting zoom classes and 1:1 sessions with students.
 - Residential staff are reaching out to individual students to provide emotional and mental health support as well as holding virtual cottage meetings.
 - Nutrition services staff are working on trainings and preparing for next school year.
 - Facilities staff are doing walkthroughs of campus and cleaning Clarke Hall.
 - Tech staff are doing a phenomenal job of supporting both staff and families!
 - Staff are contributing in various ways to the WSD Facebook page and #ASLOperationStoryTime.
 - April McArthur and Jason Cox completed their principal internships! This has been a long 4 year journey for them, and I am proud to say that even in the midst of a pandemic, they have completed all of their administrative credential requirements! Congratulations!
- **Campus Updates**
 - Shauna, Dane and Kai continue to work with DES on completing the steps outlined in the MOU in order to move forward with the demolition project.

The MOU has been re-drafted and we are ready to begin the process of nominating Northrop for the National Historic Register (final step in meeting the MOU with DAHP). This process is quite intensive and expensive. We are currently negotiating with DAHP to see if the work began in 2008 for this effort can be used again. This would help reduce the costs for this. The advertisement for the demolition project will go out for bid before the end of May.

- **School Events and General News**

- We will have a “virtual” graduation on June 4th. Senior sponsors are putting together a video celebration for our seniors. SLCs will make a “Senior Tease” video, and we will send home “care packages” for the seniors that includes their “gift” that is traditionally received at the Superintendent Dinner.
- Discussions for a live graduation ceremony sometime in the fall are in progress.
- Prom will be held (hopefully) on October 22nd in conjunction with Homecoming.



STATE OF WASHINGTON
WASHINGTON CENTER FOR
DEAF AND HARD OF HEARING YOUTH
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Administration FAX (360) 696-6291 • Business Office FAX (360) 418-0418

TO: Board of Trustees - Finance Committee, WA Center for Deaf & Hard of Hearing Youth

FROM: Kai Matthews, Director of Business Operations

CC: Rick Hauan, Executive Director
Erica Rader, Executive Assistant
Shauna Bilyeu, Superintendent Washington School for the Deaf
Jessica Sydnor, Director of Human Resources
Carol Carrothers, Director of K-12 Outreach Services
Kris Ching, Director B-5 Outreach Services

DATE: April 27, 2020

SUBJECT: March 2020 Monthly Financial Status Report

To the Finance Committee,

For the month of March 2020 the Washington Center for Deaf and Hard of Hearing Youth incurred \$1,185,585 in expenditures compared to a budget of \$1,118,331. Results of operations produced a \$67,254 overspend for the month. The overspend in March stems from reimbursable expenses incurred by the WSDS program. Adjusted for these reimbursable expenses CDHY has a positive \$1,590 budget balance for March. Currently CDHY is projected to end the year with \$582,828 (4.1%) in general fund spending authority remaining. Please note projections may experience material adjustments moving forward to reflect the changing situation and management's response to the COVID-19 pandemic.

Revenues for March total \$79,358 which is \$16,716 (26.8%) more than projected. Proceeds from sponsorships related to Outreach Services and a pending revenue correction make up the positive variance. Forward looking reports indicate that revenue for April *may decline by a minimum of at least 25%* from March. Enclosed you will find numerous reports accompanied by managements discussion and analysis of the March financial activity which offers greater insight into the dollar figures referenced above.

Please feel free to reach out to me directly if you have any questions or need additional information.

Kai Matthews /s/
Director of Business Operations
Washington Center for Deaf & Hard of Hearing Youth
Washington School for the Deaf
Office: 360-418-4326 Cell: 360-607-4814
kai.matthews@cdhy.wa.gov

Washington Center for Deaf and Hard of Hearing Youth

Fiscal Year 2020 - End of Year Projections Scenarios

Fund Level Projections & Scenarios				As of:	March 2020 FM09		
		Base Projection			Adjustments		
State General Fund		Total Budget	Proj. Expense	Yr End (1)	Proviso	#	Yr End (2)
	AB - Campus	\$12,319,000	\$12,194,485	\$124,515	\$179,488	A	\$304,003
	CB - Outreach	\$2,144,016	\$1,751,494	\$392,522	(\$179,488)	A	\$213,034
	Total State General Fund	\$14,463,016	\$13,945,979	\$517,037	\$0		\$517,037
CDHY Account							
	990 - 19H Account	\$65,791	\$0	\$65,791	\$1,034,209	B	\$1,100,000
Pension Fund Stabilization Account							
	PS0 - Pension Fund Transfer	\$364,000	\$364,000	\$0	\$0		\$0
Industrial Premium Refund Account							
	03K - Funds	\$45,953	\$45,953	\$0	\$0		\$0
Total Resources		\$14,938,760	\$14,355,932	\$582,828	\$1,034,209		\$1,617,037

Operating Segment Projections & Scenarios (All Funding Sources)

Segment	Title	Total Budget	Proj. Expense	Yr End (1)	Notes		
ADMN	Agency Administration	\$1,474,547	\$1,399,065	\$75,482	No Cost Adj.	A	\$75,482
TECH	Technology Services	\$633,443	\$601,596	\$31,847	No Cost Adj.	A	\$31,847
ACAD	Academic Services	\$4,890,188	\$4,925,554	(\$35,366)			(\$35,366)
LIFE	Student Life Services	\$2,338,152	\$2,416,192	(\$78,040)			(\$78,040)
TRNS	Transportation Services	\$764,242	\$678,709	\$85,533			\$85,533
FAMT	Facilities & Maintenance	\$843,865	\$837,313	\$6,552			\$6,552
FOOD	Nutrition Services	\$419,412	\$414,655	\$4,757			\$4,757
AGEN	Agency Wide Expenses	\$1,477,050	\$1,263,222	\$213,828			\$213,828
OUTR	Outreach Services	\$2,097,861	\$1,819,626	\$278,235	No Cost Adj.	A	\$278,235
Total		\$14,938,760	\$14,355,932	\$582,828			\$582,828
				Adjust. B	19H Revenue		\$1,034,209
				Adjusted Total			\$1,617,037

Notes and Comments:

- A Adjustment A represents cost transfers from services provided by central service departments such as the business office, payroll and IT support.
- B Adjustment B represents anticipated revenues and the initial account balance of 19H. This adjustment ensures all anticipated resources in the 19H account are disclosed.

Note the cash balance in the 19H account as of 3/26/2020 is \$1,009,180 and these resources due carryover to next year.



Washington Center for Deaf Hard of Hearing Youth
Fund Level Financial Summary
Fiscal Month 09 - March 2020

Expenditure Summary

		Current Month			Year to Date			
Account Name	Code	CM Budget	CM Actual	Variance	YTD Budget	YTD Actual	Variance	Remaining
General Fund - Campus	001	\$939,248	\$947,860	(\$8,612)	\$9,546,135	\$9,322,897	\$223,238	\$2,996,103
General Fund - Outreach	001 *	\$178,383	\$237,725	(\$59,342)	\$2,582,541	\$1,582,214	\$1,000,327	\$424,786
CDHY Account	19H	\$700	\$0	\$700	\$67,191	\$0	\$67,191	\$65,091
Pension Fund Account	489	\$0	\$0	\$0	\$0	\$0	\$0	\$364,000
Industrial Insurance Account	03K	\$0	\$0	\$0	\$45,953	\$45,953	\$0	\$0
Total		\$1,118,331	\$1,185,585	(\$67,254)	\$12,241,820	\$10,951,064	\$1,290,756	\$3,849,980

* Indicates narrative information is available in the MFSR letter or Managements Discussion and Analysis.

CDHY Account - 19H Revenue Summary

		Current Month			Year to Date			
Revenue Source		CM Budget	CM Revenue	Variance	YTD Budget	YTD Revenue	Variance	Accumulative
Outreach Services		\$45,492	\$48,499	\$3,007	\$352,752	\$436,043	\$83,291	\$436,043
Academic Services		\$15,900	\$26,500	\$10,600	\$131,100	\$133,489	\$2,389	\$133,489
Interpreter Services		\$0	\$0	\$0	\$820	\$1,321	\$501	\$1,321
Transportation Services		\$1,250	\$3,900	\$2,650	\$7,500	\$24,450	\$16,950	\$24,450
Food Sales		\$0	\$459	\$459	\$0	\$6,088	\$6,088	\$6,088
Facility Rentals		\$0	\$0	\$0	\$0	\$3,310	\$3,310	\$3,310
Other		\$0	\$0	\$0	\$0	\$10,000	\$10,000	\$10,000
Total		\$62,642	\$79,358	\$16,716	\$492,172	\$614,701	\$122,529	\$614,701

* Indicates narrative information is available in the MFSR letter or Managements Discussion and Analysis.

19H Account Balance Summary

Opening Balance	\$940,737
CM Revenue	\$79,358
CM Expenditures	\$0
Closing Balance**	\$1,009,180

**Note closing balance may not equal open balance plus revenue to due the timing of cash receipts.



Washington Center for Deaf Hard of Hearing Youth
Organizational Level Financial Summary
Fiscal Month 09 - March 2020
Expenditure Summary

Organizational Component	Current Month			Year to Date			Unspent	Unspent%
	CM Budget	CM Actual	Variance	YTD Budget	YTD Actual	Variance		
Academic Services	\$392,508	\$412,788	(\$20,280)	\$3,678,840	\$3,670,960	\$7,880	\$1,184,450	24.4%
Administrative Services	\$117,647	\$100,402	\$17,245	\$1,116,019	\$886,705	\$229,314	\$575,655	39.4%
Agency Wide Expenses	\$77,843	\$85,692	(\$7,849)	\$881,557	\$942,653	(\$61,096)	\$483,133	33.9%
Facilities & Maintenance	\$63,152	\$57,442	\$5,710	\$623,153	\$658,996	(\$35,843)	\$153,613	18.9%
Nutrition Services	\$41,436	\$25,502	\$15,934	\$345,910	\$334,818	\$11,092	\$75,878	18.5%
Student Life Services	\$194,422	\$193,506	\$916	\$1,741,433	\$1,821,592	(\$80,159)	\$506,307	21.7%
Outreach Services *	\$179,083	\$237,725	(\$58,642)	\$2,656,023	\$1,589,063	\$1,066,960	\$506,253	24.2%
Technology Services	\$37,063	\$32,541	\$4,522	\$504,914	\$459,184	\$45,730	\$170,619	27.1%
Transportation Services *	\$15,177	\$39,988	(\$24,811)	\$693,881	\$587,094	\$106,787	\$152,318	20.6%
Total	\$1,118,331	\$1,185,586	(\$67,255)	\$12,241,730	\$10,951,065	\$1,290,665	\$3,808,226	25.8%

* Indicates narrative information is available in the MFSR letter or Managements Discussion and Analysis.

Academic Services	Superintendent, Academic Administration, Certificated Academic Staff, Teacher Assistants, WSD Library, Curriculum & Development, and other related services.
Administrative Services	Directors Office, Business Office, Human Resources, Board of Trustees, and Agency Contingency.
Agency Wide Expenses	Interpreter Department, Central Service Billing Charges, and General Agency Wide Costs.
Facilities & Maintenance	Facilities Administration, Custodial, and Maintenance.
Nutrition Services	Nutrition Services Administration and Nutrition Services Staff.
Student Life Services	Residential Administration, Student Life Counselors, Athletics and Recreation, Nurses, and Post High School Coordinator.
Outreach Services	Outreach Administration, Outreach Staff, Early Learning Staff, Outreach Technology, Outreach Interpreting, Washington Sensory Disability Services (WSDS).
Technology Services	Technology Support Staff, Recurring Technology Costs, Student Learning.



Monthly Financial Status Report – March 2020 FM9

Managements Discussion and Analysis

Fund Level Analysis

001 – The General Fund

The budget for the general fund for FM9 is \$1,117,631 and expenditures for the same time period total \$1,185,585. The overspend of \$67,954 for March is caused primarily by reimbursable expenses related to the Washington Sensory Disability Services Program.

The general fund recorded no revenue in March. The general fund recorded \$45,997 in expense recoveries related to WSDS.

19H – CDHY Account

The CDHY account recorded no expenditures in March and \$79,358 in revenues. \$68,443 in revenue was collected in cash in March in addition to another \$10,882 in previously billed but not paid invoices. This increased the account balance to \$1,009,180. Due to service interruptions related to the COVID-19 pandemic management anticipates that revenues for consulting service may materially decline in the immediate future. The degree and timespan of this revenue decline is unknown at this time.

19H Account Balance Summary

Opening Balance	\$940,737
CM Revenue	\$79,358
CM Expenditures	\$0
Closing Balance	\$1,009,180

489 – Pension Fund Stabilization Account

The pension fund stabilization account incurred no expenditures in the current reporting period, and will not record any expenditures until June of 2020.

03K – Industrial Insurance Premium Refund Account

In November \$45,953 was added to CDHY's budget for workplace safety. Expenses from the Campus general fund and Outreach general fund were transferred to this account. No new expenditures will occur in this account for the remainder of the year.

651 & 800 – Pupil & Trust Accounts

Pupil and Trust accounts represent donation and student funds held in trust by the state as regular course of business. These accounts include donations for students and staff activities, grants held for specific purposes, student lunch money, and other school related club accounts (athletic, performing arts, etc.). In March Pupil and Trust accounts deposited \$4,369 and withdrew \$782. Currently these accounts have a \$234,263 balance.

Organization Level Analysis

Outreach Services.

Outreach services maintains a large positive budget balance and accounts for the majority of the agency's current \$1.29 million positive budget balance. In March the WSDS program incurred \$104,324 in net expenditures. All of these expenditures will be recovered in April.

Transportation Services.

Transportation services overspent the budgeted amount by \$24,811, this is a drop of nearly 72% from the average overspend. Large invoices related to student day transportation were delayed from processing in March. \$44,000 are expected to be processed in April for both February and March. Forward looking projections estimate that this segment will end the year with an \$85,533 positive budget variance.

Program Level Analysis

01541 – Outreach Technology

Accounting corrections processed in January for equipment purchased earlier in the year have caused this budget area to be overspent for the year. Not additional equipment expenditures will occur without an offsetting resource identified.

02290 – Related Services

This department is experience a budget overage due to greater than anticipated payments for student health services than initially budgeted. Resources have been identified to offset the budget overage.

02230 – Teacher Assistant

This department has a negative \$2,805 budget balance for March. This department's budget maintains a negative \$82,091 budget balance due to additional teacher aides

hired for this year. It is expected that the overrun costs for teacher aides will be offset by other general fund resources.

02320 – Student Life Counselors

Payroll costs are exceeding budget, upon an initial review this appears to be an underestimation in the initial budget development. Resources have been identified to offset the budget overage.

02360 – Nurses

Payroll costs are exceeding budget, upon an initial review this appears to be an underestimation in the initial budget development. Resources have been identified to offset the budget overage.

02400 – Post High School Coordinator

Payroll costs are exceeding budget, upon an initial review this appears to be an underestimation in the initial budget development. Resources have been identified to offset the budget overage.

02600 – Facilities Administration

Unexpected leave buyouts earlier in the year, critical repairs, and a cost transfer for administrative support for three months are driving this department over budget. Additional resources have been granted in the FY 2020 supplemental budget to help address the department overage. These additional resources should appear in the April 2020 financial results.

03100 – Interpreting Department

The interpreting department payroll overspend has increased as interpreting needs continue to exceed expectations. Benefit expenditures have had a material increase that will continue throughout the year. Additional resources have been granted in the FY 2020 supplemental budget that will more than adequately address this overspend. These additional resources should appear in the April 2020 financial results.

Object Level Analysis

A – Salaries and Wages

The budget for salary and wages for March is \$706,296. Expenditures for the same time period are \$711,122 which is a \$4,829 overspend. Overtime as a percent of classified staff salary is .20% (goal is less than 2.0%). The below table offers additional detail related to payroll costs.

Pay Category	Budget	Expense	Variance
Overtime and Call-Back	\$ -	\$ 1,261	\$ (1,261)
State Classified	\$ 623,659	\$ 628,184	\$ (4,525)
State Exempt	\$ 82,637	\$ 81,680	\$ 957
Grand Total	\$ 706,296	\$ 711,125	\$ (4,829)

*CDHY employs no higher education classified staff, this is coding correction.

B – Benefits and Payroll Taxes

Benefits and payroll taxes has a budget of \$289,927 for March. Actual benefits expenses of \$285,313 resulted in an underspend of \$4,614.

Note: Many benefit cost components are relative to salary expenses (when salary cost rise there should be an anticipated increase in benefits costs as well).

C – Contracts

The contracts category was recently added to assist with accounting for WSDS agreements. Due to the state accounting structure object C is now being used to monitor and report reimbursable expenses to OSPI.

E – Goods and Services

The budget for goods and services is \$104,885. In March expenditures for goods and services came in less than expected creating an underspend of \$15,339.

G – Travel Expenses

Travel expenditures for the month total \$17,058 out of a budget of \$13,975. The bulk of the current month's overage is offset by a frontloaded budget.

J – Capital Outlays

There are only minor charges of \$478 to report in the category. Fiscal year to date this category is \$5,998 underspent.

N – Grants and Benefits

This category incurred \$37,600 in expenditures in March and has a year-to-date positive budget variance of \$35,013. The bulk of the current month's overage is offset by a frontloaded budget however, based on current trends is expected to exceed its budget this year. The primary driver for this pending overspend is student travel.

S – Interagency Reimbursements

CDHY recovered \$45,997 in expenditures in March. All recoveries are from the WSDS program.

End of Managements Discussion and Analysis

WA Center for Deaf & Hard of Hearing Youth		353											
Fiscal Month Calendar Month	01 Jul-19	02 Aug-19	03 Sep-19	04 Oct-19	05 Nov-19	06 Dec-19	07 Jan-20	08 Feb-20	09 Mar-20	10 Apr-20	11 May-20	12 Jun-20	Total
Paid On Time: SAFS Received Timely (at least 7 days before due date)	23	92	142	237	160	173	201	184	147	0	0	0	1359
	100.0%	98.9%	98.6%	98.8%	93.0%	100.0%	99.5%	100.0%	100.0%				98.6%
	This category represents invoices received timely (at least 7 days before the due date) and paid within 30 days of the invoice date.												
Total Invoices Paid	25	134	194	314	233	228	230	216	174	0	0	0	1748
Total \$ Amount Paid	\$ 25,428.94	\$ 225,878.93	\$ 407,351.12	\$ 493,873.79	\$ 327,319.23	\$ 371,252.65	\$ 367,688.36	\$ 265,861.95	\$ 260,469.94	\$ -	\$ -	\$ -	\$ 2,745,124.91
This category represents the total number and \$ amount of invoices paid.													
Total Invoices Paid On Time	23	93	147	254	175	182	210	198	159	0	0	0	1441
	92.0%	69.4%	75.8%	80.9%	75.1%	79.8%	91.3%	91.7%	91.4%				82.4%
This category represents invoices paid within 30 days of the invoice date, regardless if they arrived timely.													
Past Due Upon Arrival at DES	1	22	34	43	39	38	16	13	13	0	0	0	219
	4.0%	16.4%	17.5%	13.7%	16.7%	16.7%	7.0%	6.0%	7.5%				12.5%
\$ Amount Past Due	\$ 515.20	\$ 99,423.44	\$ 233,233.08	\$ 113,108.36	\$ 90,713.26	\$ 65,828.25	\$ 24,372.48	\$ 11,783.48	\$ 16,676.12	\$ -	\$ -	\$ -	\$ 655,653.67
This category represents invoices sent in by your agency that were past due when they arrived at DES (does not include Delegated Authority or Travel submitted in TEMS).													
Paid Past Due on Delegated Authority	0	7	1	7	0	1	0	0	1	0	0	0	17
	0.0%	5.2%	0.5%	2.2%	0.0%	0.4%	0.0%	0.0%	0.6%				1.0%
This category represents invoicces under Delegated Authority that were past due when paid.													
Paid Past Due for Other Reasons	1	12	12	10	19	7	4	5	1	0	0	0	71
	4.0%	9.0%	6.2%	3.2%	8.2%	3.1%	1.7%	2.3%	0.6%				4.1%
This category represents invoices that were paid past due for other reasons - received on/too close to the due date, held for coding questions, waiting on vendor registration, etc.													

Reissued Payments

Travel Requests in TEMS

Delegated Authority

Invoices Received From Agency

100%

80%

60%

40%

20%

0%

Jul-19

Aug-19

Sep-19

Oct-19

Nov-19

Dec-19

Jan-20

Feb-20

Mar-20

Apr-20

May-20

Jun-20

Total

Invoices Received From Agency	25	109	183	295	222	211	207	197	160	0	0	0	1609
	100.0%	81.3%	94.3%	93.9%	95.3%	92.5%	90.0%	91.2%	92.0%				92.0%
Delegated Authority	0	22	10	16	8	8	11	9	8	0	0	0	92
	0.0%	16.4%	5.2%	5.1%	3.4%	3.5%	4.8%	4.2%	4.6%				5.3%
Travel Requests in TEMS	0	0	0	2	3	9	12	10	6	0	0	0	42
	0.0%	0.0%	0.0%	0.6%	1.3%	3.9%	5.2%	4.6%	3.4%				2.4%
Reissued Payments	0	3	1	1	0	0	0	0	0	0	0	0	5
	0.00%	2.24%	0.52%	0.32%	0.00%	0.00%	0.00%	0.00%	0.00%				0.29%

Washington Sensory Disability Services (WSDS)
Budget Update As of March 2020

Resources:

Grant - 0327429					\$	828,145								
Grant - 0387424													\$	132,482
Total	611 / FP436 - Specical Needs Projects				\$	828,145	Total	619 / FP436 - Specical Needs Projects				\$	132,482	\$ 960,627

Budget Line Items	Budget	YTD Expense	Remaining	Projected	Proj. Balance	Budget	YTD Expense	Remaining	Projected	Proj. Balance	Total Proj.
Operating Expenses											
Salaries & Wages	\$ 67,000	\$ 55,158	\$ 11,842	\$ 26,100	\$ (14,258)	\$ 17,000	\$ -	\$ 17,000	\$ 17,000	\$ -	\$ (14,258)
Paryoll Benefits & Taxes	\$ 44,500	\$ 26,549	\$ 17,951	\$ 17,951	\$ -	\$ 4,700	\$ -	\$ 4,700	\$ 4,700	\$ -	\$ -
Total Payroll Taxes	\$ 111,500	\$ 81,707	\$ 29,793	\$ 44,051	\$ (14,258)	\$ 21,700	\$ -	\$ 21,700	\$ 21,700	\$ -	\$ (14,258)
Office Supplies	\$ 8,628	\$ 8,628	\$ -	\$ -	\$ -	\$ 100	\$ -	\$ 100	\$ 100	\$ -	\$ -
Travel Expenses	\$ 20,000	\$ 8,346	\$ 11,654	\$ -	\$ 11,654	\$ 3,960	\$ -	\$ 3,960	\$ 3,960	\$ -	\$ 11,654
Indirect Rates	\$ 48,000	\$ 23,785	\$ 24,215	\$ 24,215	\$ -	\$ 9,813	\$ 2,634	\$ 7,179	\$ 7,179	\$ -	\$ -
Total Operating Expenses	\$ 188,128	\$ 122,466	\$ 65,662	\$ 68,266	\$ (2,604)	\$ 35,573	\$ 2,634	\$ 32,939	\$ 32,939	\$ -	\$ (2,604)

Budget Line Items	Budget	YTD Expense	Remaining	Projected	Proj. Balance	Budget	YTD Expense	Remaining	Projected	Proj. Balance	Total Proj.
Purchased Services											
DBP - 611	\$ 241,546	\$ 138,350	\$ 103,196	\$ 100,000	\$ 3,196	\$ 32,938	\$ -	\$ 32,938	\$ 32,938	\$ -	\$ 3,196
DBP - 619	\$ 34,872	\$ -	\$ 34,872	\$ -	\$ 34,872	\$ 4,755	\$ 10,220	\$ (5,465)	\$ -	\$ (5,465)	\$ 29,407
CWU - 611	\$ 122,936	\$ 73,920	\$ 49,016	\$ 48,000	\$ 1,016	\$ 16,764	\$ -	\$ 16,764	\$ 5,993	\$ 10,771	\$ 11,787
CWU - 619	\$ 16,764	\$ -	\$ 16,764	\$ -	\$ 16,764	\$ 2,286	\$ 3,391	\$ (1,105)	\$ -	\$ (1,105)	\$ 15,659
TVI Program	\$ 88,000	\$ -	\$ 88,000	\$ 88,000	\$ -	\$ 12,000	\$ -	\$ 12,000	\$ 12,000	\$ -	\$ -
WA School for the Blind	\$ 72,000	\$ 30,774	\$ 41,226	\$ 45,000	\$ (3,774)	\$ 10,800	\$ 15,000	\$ (4,200)	\$ -	\$ (4,200)	\$ (7,974)
Other Contracted Services	\$ 53,339	\$ -	\$ 53,339	\$ 24,735	\$ 28,604	\$ 15,926	\$ 9,487	\$ 6,439	\$ 6,439	\$ -	\$ 28,604
Independent Contractors	\$ 10,560	\$ -	\$ 10,560	\$ -	\$ 10,560	\$ 1,440	\$ -	\$ 1,440	\$ 1,440	\$ -	\$ 10,560
Total Purchased Services	\$ 640,017	\$ 243,044	\$ 396,972	\$ 305,735	\$ 91,237	\$ 96,909	\$ 38,099	\$ 58,810	\$ 58,810	\$ -	\$ 91,238
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Accounting Adjustments	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Budgeted Expenditures	\$ 828,145	\$ 365,510	\$ 462,634	\$ 374,001	\$ 88,633	\$ 132,482	\$ 40,733	\$ 91,749	\$ 91,749	\$ -	\$ 88,634
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Budget Variance	\$ 828,145	\$ 365,510	\$ 462,634	\$ 374,001	\$ 86,029	\$ 132,482	\$ 40,733	\$ 91,749	\$ 91,749	\$ -	\$ 86,030

Total Budget	\$ 960,627
Total Projected Expenses	\$ 871,993
Year End Projected Balance	\$ 86,030

Washington State Center for Deaf & Hard of Hearing Youth Board of Trustees Meeting

Report by Kris Ching

Date April 20 COVID-19 Planning and Activities

The Birth-5 team has been in regular contact with the birth-3 agencies/organizations and families they serve. On March 30, early childhood teachers of the deaf (EC TODs) and Family Engagement Specialists started providing virtual home visit services to families in accordance with individual IFSPs. New referrals continue with initial “meet & greet” visits happening via Zoom.

Birth-5 team members have been meeting every Wednesday to connect and support each other with providing virtual home visits. Kerianne Christie has taken the lead on professional development activities focused on the Joint Commission on Infant Hearing Position Statements. Most weeks Kris and team members meet 1:1 to touch base on case loads, virtual home visits, and check in on how life is going now that we are all working from home full time.

Team members have remained motivated and passionate for their work with families and other early childhood professionals. Everyone has taken on professional development projects. They are creative and understanding in their approach with virtual home visits meeting the needs of individual families. Every week is full of meetings via Zoom!

Birth-to-5 Work

March

- March 4 – WA Hands & Voices Board meeting, Kris
- March 5 – Dept. of Children Youth & Families (DCYF) State Interagency Coordinating Council (State ICC) Public Policy Committee Legislative session weekly call-in meetings, Kris
 - Frank Ordway, DCYF Director of Government Affairs and Community Engagement, leads weekly calls giving updates on legislative action. Primary focus is on the funding shift for Part C/early intervention services from OSPI to DCYF scheduled for September 2020
- March 7-11 National Early Hearing Detection & Intervention – EHDI Conference 2020 in Kansas City, MO
 - This is an annual national conference centered on birth-3 for professionals in newborn hearing screening, early intervention providers, parents/families, Deaf/HH Community members, and other interested stakeholders
 - Kerianne Christie, Deirdre Curle, and Susan Bakke attended this year. Due to initial warning of COVID-19, several CDHY members did not attend this year.
- March 25 – DCYF-ESIT Local Lead Agency Eastern Regional meeting via Zoom, Kris
- March 27 – Weekly Friday Zoom meetings with WA Hands & Voices Family Engagement Committee co-chair meeting with Kara Flowers and Kris. Christine Griffin also joins as committee member and Board President.

- March 30 – Outreach Team meeting via Zoom to connect with team members. Evaluations and many consultation services are on hold with the Stay Home Stay Healthy requirements.

April

- April 2 – CDHY Outreach Strategic Plan wrap-up, Erica Pedro, Carol, Rick, Kris
- April 7 – WA Hands & Voices Board meeting, Kris
- April 8 - WSDS meeting with State Needs Deaf-Blind Project, WA State School for the Blind and CDHY, Carol & Kris
- April 9 – CDHY website updates, COVID-19, calendar updates, and other business, Erica Pedro, Carol, Kris
- April 13 – DCYF Early Support for Infants & Toddlers (IDEA Part C division) Data Committee meeting, Kris
- April 15 – State ICC meeting, Susan Bakke, Kris
- April 16 – State Board of Health meeting with Caitlin Lang to discuss auditory acuity standards for school districts and State language. Kalani Cox, Rick, Carol, Shauna, and Kris
- April 16 – Birth-3 Professional Learning Community quarterly meeting, Kris facilitates, Kerianne takes notes
 - Guest presenters – WSDS Deaf-Blind Project, Birth-3 services - Nancy Hatfield & Emma Packard
- April 17 – ASL evaluation discussion, outreach members: Carol, Shawn Broderick, Deirdre Curle, Becky Butz-Houghton, Cathy Corrado, Krissy Walker, Julie Spigner, Kris
- April 21 – ESIT Local Lead Agency wrap-up meeting, Kris
- April 24 - WA State EHDDI Learning Community meeting, Kerianne
- April 25 – WA Hands & Voices Committee Chairs meeting, Kris
- April 29 – Telepractice discussion, Maura Berndsen Listen and Talk, Rick, Kris
- April 30 – Bellingham School District D/HH Preschool Programming for Fall 2020 discussion, Analisa Ficklin, Administrator for Special Education and Community Transitions, and Kris

Washington State Center for Deaf & Hard of Hearing Youth Board of Trustees Meeting

Report by Carol Carrothers

Date April 20

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

Activities since our last meeting have focused on how to support the people I supervise in their projects at home. I meet with everyone weekly, discuss their current projects and activities. Their creativity is impressive. Most have taken a negative situation and turned it into a positive time of working on projects set on the back burner and brainstorming how can they support teachers trying to teach children remotely, speech language pathologists and educational interpreters.

We have 80 educational interpreters doing professional development with Charlene Williams Monday – Wednesday, 2 hours per day then one hour on Thursdays. Teachers of the deaf are meeting weekly for an hour and a half with Cathy Corrado and Haley Brown to discuss what each is doing and how they can share ideas with each other. Our counselors are meeting to develop professional development in the area of social/emotional health for deaf children and doing a book review together. Deirdre Curle has provided professional development across the state for SLPs, (including but not exclusive for those working with deaf and hard of hearing children). They are an amazing team of people.

My work has been to participate in all these meetings, vet things to put on the website and contact districts to see if there is any more support we can provide.

Deaf Fiesta, Robotics, Family Camp have all been canceled and will be picked up next year again. Biz Town has changed to a one-day event next September.

What is on your horizon (include dates)?

Describe how you plan on collaborating and with whom?