

Washington Center for Deaf and Hard of Hearing Youth



March 26, 2021

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

- Agenda
- Board of Trustees contact information

AGENDA ITEMS

- Board meeting minutes
- Reports
 - Director – Rick Hauan
 - Superintendent – Shauna Bilyeu
 - Human Resources – Jessica Sydnor
 - Outreach – Kris Ching, Carol Carrothers
- Policy
 - Code of Ethics – 2nd read

Washington Center for Deaf and Hard of Hearing Youth
Board of Trustees Meeting
March 26, 2021

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

Join Zoom Meeting
<https://us02web.zoom.us/j/87450665084>

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 26, 2020 Board Meeting. |
| 10:15am | Reports: <ul style="list-style-type: none">○ Director - Rick Hauan○ Superintendent – Shauna Bilyeu○ Business Office Director – April Jacobus○ Human Resources – Jessica Sydnor○ Outreach – Kris Ching, Carol Carrothers |
| 10:45am | BoardDoc’s Presentation – Erica Rader & Drew Wareham |
| 11:15am | SEL Curriculum Adoption – April Bippus & Shannon Graham |
| 11:45am | Code of Ethics Policy 2 nd read |
| 12:00pm | “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.” |
| 12:20pm | Public comments

To further support social distancing, the Board of Trustee’s will accept written public comments only. Submit your comments to: erica.rader@cdhy.wa.gov no later then Wednesday March 24 th , 2021 by 5:00 pm. |
| 12:30pm | 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	07/01/25	allie.joiner@cdhl.wa.gov
Nancy Sinkovitz	6403 NE 75 th Street Vancouver, WA 98661	3	(360) 910-0338	10/01/14	07/01/25	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@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	07/01/25	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
DEAF AND HARD OF HEARING YOUTH
Board of Trustees Meeting**
February 26, 2020**

*** In response to restrictions due to COVID-19 pandemic, this meeting was conducted via videoconferencing.*

Board Members

District	Board Member Name	Officer	Present	Absent
1	Maria Christianson		X	
2	Allie Joiner		X	
3	Nancy Sinkovitz		X	
4	Nita Kamphuis			X
5	Char Parsley		X	
6	Jennifer Acuña		X	
7	Ariele Belo	Vice-chair	X	
8	Sidney Weldele-Wallace			X
9	Nancy Fitta	Chair	X	
10	Wes Henson		X	

Leadership Staff

Name	Title	Present	Absent
Rick Hauan	Executive Director	X	
Shauna Bilyeu	Superintendent	X	
Tsering Cornell	Legal Counsel	X	
Erica Rader	Recorder	X	
Jessica Sydnor	Director, Human Resources	X	
Kris Ching	Director, Outreach, Birth-5	X	
Rebecca Butz-Houghton	Director, Outreach, Birth-5	X	
Carol Carrothers	Director, Outreach, K-12	X	
Erica Pedro	Director, Outreach, K-12	X	

Interpreters

Name
Abel Constentino
Emily Dahl

Registered Guests

Name	Role

Board Business

Nancy Fitta, chair, called the Board meeting to order at 10:01am. It was determined a quorum was present.

Nancy Fitta reviewed the Zoom rules for the meeting.

1. Keep your video off unless you have a comment,
2. If you have a comment, turn on your video on and raise your hand
3. Make your comment and return to video off

While these rules are not ideal, it provides better access for deaf attendees.

Thank you

Approval of meeting minutes

Page 2 line 9 change “position” to “positions”

Page 2 line 11 change “if any questions about” to “if there are any questions about”

Page 3 line 10 remove “in whole are substantially”

Page 3 line 17 change “student” to “students”

Page 3 line 34 change “cottage” to “cottages”

Page 3 line 36 remove capitalization of Heating, Ventilation and Air Conditioning

Page 4 line 2 change “Person” to “Pearson”

Page 4 line 6 change “Jerry Born” to David Born”

Page 4 line 6 change “Jerryanne” to “Gerrienne”

Allie moved to approve the January 29, 2021, meeting minutes with the changes described. Nancy Sinkovitz seconded the motion. The motion passed.

Director’s Report

Rick Hauan, Executive Director

Rick indicated he had nothing to add to his report, but welcomed any questions the Board may have of him.

Q. Allie indicated she had two questions.

1. What is the status of HB1153?
2. Allie Joiner joined a number of families and community members for a community meeting on Zoom with Seattle Public School District where they introduced Ann Curry, Coordinator for Sensory Programs. Allie asked if Rick Hauan or other CDHY team members knew what other personnel changes occurred in Seattle Public Schools. She also expressed some concern relating to the content of that meeting.

A. Rick indicated that HB1153 will be heard in the house next week and indicated he completed the fiscal note and information needed from CDHY.

Relating to Seattle Public Schools, Rick indicated he was not able to attend the last meeting that Allie was referring too. He acknowledged that parents and

other stakeholders in the Seattle Public Schools area had expressed concerns as well. Rick went on to explain, Ann Curry was a former employee of CDHY. He has faith in Ann's ability to help with cultural competency and program issues. Rick also indicated at a recent meeting in which he was invited to with the Seattle Public School District he expressed his concerns with the on-going stability of leadership and that he needed to see action to support deaf and hard of hearing students and their families. He explained to staff at the meeting his responsibility to all deaf and hard of hearing students in Seattle as well as statewide. Rick will continue to work with Seattle to assist with improving communication between Seattle Public Schools and CDHY, and explore ways for CDHY to offer solutions for the students in the central Puget Sound area.

- Q. Allie indicated the announcement for the community meeting was announced without much lead time for those who were interested in attending. Allie indicated that the process and notification did not provide good access to the meeting and left out a lot of deaf people. Allie expressed that she liked Ann Curry and wanted to applaud her for the work she is doing. In her prior position as superintendent at the Alaska School for the Deaf, Ann Curry even sent kids from Alaska to join Washington State children and youth at BizTown for 2 years in a row. Allie indicated she is concerned that the information we have shared with the Seattle Public School District has to be repeated again and again. As an example, Allie described a family who reached out seeking support as they were unhappy about their child not receiving appropriate educational services. Allie referred them to the CDHY Outreach team to provide services for their child. Allie inquired if we need legislative action to hold Seattle Public School accountable to deliver appropriate services for deaf and hard of hearing students.
- A. Rick expressed his concern about the growing displeasure with Seattle Public Schools. He will set up a meeting with Ann Curry and Tarra Mitchell, Special Education Director. Ms. Mitchell is new to her role with Seattle Public Schools. Rick indicated he will also reach out to Concie Pedroza, Chief of Student Services at Seattle Public Schools who has been helpful in the past. Unfortunately, Dr. Pedroza was ill on day of the community meeting and was unable to participate. Rick indicated it is time to re-examine how CDHY can support our families in the Seattle area which requires we try to enhance our partnership with Seattle Public Schools. Rick reminded Board members to reach out to him if you have concerns in your region or congressional district. He went on to explain this is why the Legislature established CDHY, and specifically the law identifies the Executive Director is responsible to provide statewide support at the local level. The law also articulates that the operations of the WSD campus is overseen by the Superintendent and Deputy Director of CDHY which is the roll filled by Shauna Bilyeu.
- Q. Allie thanked Rick for the partnership with Gallaudet University. Currently, at Gallaudet they are running a series of trainings on the topic of audism.

Nancy Fitta thanked Rick for adding the new hires in his report. She also indicated she was happy to see that we can get vaccines for our staff.

Rick indicated we got approval for 1A vaccines for 54 employees. We have approximately 20% of our staff who live in Oregon and they have access to vaccinations based on their residence and occupation at a school. We are pursuing vaccinations for our staff both as a state agency through the reopening taskforce at DES and DOH and as a school district through OSPI.

Rick introduced Dr. Erica Pedro as our new Outreach Director, K-12 and Becky Butz-Houghton as our new Outreach Director, Birth-5. We have the benefit of offering a longer than normal in-training processes which will provide us with the opportunity to continue services offered by the incumbents in the roles they are leaving. It also provides additional time to evaluate data and determine the best course of action as we continue to expand resources and tools and enhance services across the state. Kris and Carol have done an amazing job! Rick commended their tireless leadership and vision as they have set a new high bar for service statewide. They will be very much missed. CDHY and WSD would not be where we are without them.

Becky shared with the board, she is very happy to come on as the next Outreach Director, Birth-5. She has been a school psychologist for CDHY for many years and also will leave her part time position at Seattle Children's Hospital where she has worked for nearly 10 years in the Hearing Loss Clinic.

Erica P. Indicated she is thrilled to take on this role and thrilled to work with Becky. She shared her enthusiasm and has a lot of ideas to help the agency grow. She went on to say she looks forward to working with the Board in the future.

Rick gave waving hands to Kris and Carol for everything they have done for our agency.

Carol thanked everyone for the kind words and expressed her deep caring for the agency and the children she has served over the years. She has loved every minute of her time here.

Kris thanked everyone and is excited to pass the torch to her amazing colleagues.

Nancy Fitta congratulated Kris and Carol for their dedication and everything they have done for the deaf and hard of hearing children, youth and their families in our state and sends them her best wishes as they move on to the next chapter of their life . Nancy congratulates Erica P. and Becky on picking up the torch.

Superintendent's Report

Shauna indicated that this month Jason Cox and Teresa Stotler-Martin spearheaded a black deaf Zoom webinar for black history month. Our next big move is to start the library club next week Monday March 1, 2021. This is to start support for our local students. We will be utilizing ESD buses for transportation. We did a walk through of the school buildings and the library with our physician, Dr. Ebbing and Dane Bevan our Facilities Manager. She reminded the Board things will come up and we will be adaptable. Kids want to be back on campus very badly. We now have 3 cottages open and not one kid has missed transportation even during the weather event. We are working very hard to get everyone back. Our Academic Leadership Team is working hard so we can make this return to campus for our students and staff happen smoothly.

Our campus will begin seeing demolition activities on 4/15/2022. The actual removal of buildings will take 3 weeks. That will begin sometime in early summer, however will take until the end of August to get our campus looking like normal again after that.

Shauna indicated that we were contacted by the Vancouver Fire Department. The Vancouver Fire Department received a grant for visual fire alarms for all deaf citizens in the state of Washington. They asked for our assistance in helping distribute these visual fire alarms throughout the state. If you need one or know of a deaf family that would need one please let Shauna or Dane know. Shauna will reach out the Vancouver Fire Department and find out the exact number that they have.

- Q. Allie inquired if there are any plans for summer programs, and are we going to require vaccinations?
- A. Shauna indicated we are not going to have any on campus summer programs this year as we will be working to remove buildings as part of our master capital development plan. We are exploring option for summer programming on campus for the summer of 2022. Shauna indicated they haven't done comprehensive studies for kids and vaccines. So we don't know yet. Shauna indicated she is working on the school year calendar for the next school year now and school will start on 8/30/2021. We are planning on everyone coming back in person on the first day of school.
- Q. Wes inquired if there has been any word on the funding for a new building?
- A. Shauna indicated we haven't heard anything. Are submission is in and we testified to the legislator last year. Rick indicated our pre-design was released for review to the architectural community on Wednesday 2/24/2021 and we are on the short list for approval. It seems our project funding is looking good so far. Rick did sign the agreement for our current architect and everything seems to be moving forward. Shauna indicated if anyone knows about testifying so we don't fall through the cracks let her know.
- Q. Wes inquired if we should we be talking to our local representatives and advocating for WSD?
- Q. Allie indicated it's a blessing we made it to the short list for approval. Is there a chair of the committee that we need to thank or a Vancouver legislator as well that we can express our appreciation?
- A. Rick indicated Paul Harris is our local representative and very supportive of our school. Rick indicated he encourages all Board members to reach out to their local representatives and let them know about supports that we offer for children and families. WSD is the heart of our agency and we support that whole state of Washington not just the city of Vancouver.
- Q. Allie inquired if the Board members could get a fact sheet and inquired if Shauna could assist with this so the Board members could have something to reference if they decide to contact their local legislators.

- A. Rick indicated he will work with the Executive Leadership Team to develop a fact sheet. We will provide this to Board members when it is completed. We will begin to do this annually in December going forward.
- Q. Nancy Sinkovitz inquired if the fire alarms are for families with deaf children or for all deaf families?
- A. Shauna indicated from her understanding for the Vancouver Fire Department, they are for any deaf citizen as long as they live in the state of Washington.
- Rick thanked Shauna on the amazing work she does.

Human Resources Report

Jess indicated we have a lot of recruitment going on right now and we are trying to prioritize recruitment. This environment adds a different level of in our recruitment process. We have done a lot of executive level recruitment, but we have had a lot of great internal candidates. We are having some difficulties finding someone to fill the Speech Language Pathologist (SLP) position. We are almost done with the Director of Business Operations recruitment and hope to have that wrapped up next week. We filled two positions for Food Service workers this week. We welcomed Ami Justice and Kevin Agurs to the Nutrition Services team. We filled our Secondary Administrative Assistant position with Rima Nandakumar. Sam Bennington has accepted a position as a full time interpreter. Sam was previously an on-call interpreter. We are working on getting Teacher Assistant positions posted. We are doing well on pandemic response and employee impact. Our staff bring issues forward and they are solution focused. We feel really good about it. We now have a DEI committee and they are currently working a DEI policy. We are going to seek out an outside service for guidance and someone in the Deaf community to assist with the policy and committee. Jessica indicated she included an organizational chart in the Board packet along with a staff listing with names. We had some employees indicate they had concerns about where the information would go due to the recent fraud issue that hit our state.

- Q. Char inquired how the DEI Committee is working on the DEI policy. She suggested maybe they could contact Sheila Jackson in Seattle from the Deaf/Black organization for assistance.
- A. Allie indicated Sheila may have changed her name. Alani is another person you may want to contact as well. She did some things through Gallaudet.

Outreach Report

Kris Ching, Outreach Birth-5

Kris reported she will be attending the EHDI annual state meeting this afternoon from 12-1:30. It will be virtual this year. Last year about this time COVID was just breaking out and a few of us decided not to go to Kansas for the EHDI conference. It's amazing

how things have changed in just a year. Kris indicated Becky will be joining the EDHI meeting as well and Kris will be introducing her.

Carol Carrothers, Outreach K-12

Carol indicated she has added comments to her reports from other people. Carol reported the family retreat will be virtual this year. The first weekend in May we will have an art and science project. Carol indicated Rick will do a “State of the State” presentation. Carol commends the Outreach team for doing a great job on professional development and job capitalizing on working remotely and connecting with other professionals who also are in a remote working environment. Carol also informed the Board that we now have 80 followers on our Instagram page. The Social Media Committee posts different themes each months. This month was Black history month next month is deaf youth month.

Nancy Fitta stated she really likes the format of Carol’s report and shares Glenna’s prospective that the impacts of the activities is very helpful to review.

PUBLIC COMMENTS

No public Comments

BOARD COMMENTS

1. Nancy Fitta indicated she has announced her retirement at the end of the school year. She will still remain on our Board though as Board chair.
2. Nancy Sinkovitz indicated the Policy committee is ready for policies.
3. Nancy Sinkovitz indicated the Code of Ethics needs to be brought back on in March.
4. Wes indicated that three of our Board members position look to be expiring in July. Wes also inquired with a change in Outreach can we look at an Outreach Committee.
5. Rick indicated we will try and activate an Outreach Committee right away.
6. Rick indicated for the Board members whose positions are about to expire, they would need to go on the Boards and Commissions website for renewal. He encouraged Board members to submit your application to Boards and Commissions if you plan on renewing your appointment. If there are any questions, please contact Erica Rader or Rick Hauan.
7. Maria congratulated Nancy Fitta on her retirement. Maria inquired as to the status of Lead-K initiative.
8. Rick reported Deborah O’Willow recently reached out to him regarding Lead-K and indicated some CDHY staff have been in communication with her. She informed Rick ODHH has a small group of people that are working on Lead-K and they are not willing to open the dialogue to additional people. Rick expressed concern with the lack of movement on the Lead K initiative. He pushed Deborah to open up the discussion to more deaf individuals and stakeholders. She indicated she was not open to doing that at this time, however once the group has more structure to the initiative, they will be asking others to join the discussion.

- Maria inquired if some deaf individual should begin work on a separate Lead-K initiative?
- Rick indicated it would not be wise to have competing committees. Rick encouraged Maria not to set up a 2nd group but to reach out to the existing group.
- Allie indicated she is trying to understand the role of DSHS and OSPI. She indicated she knows there is overlap as to services.
- Char indicated that there is a lady in California who took the lead and helped other states. She might be able to give you some ideas. Rick indicated her name is Julie Rems-Smario. Rick and Julie started to facilitate a process in Georgia together. Julie has great research on Lead-K implementation and results of early intervention resulting in good Lead-K legislation. It becomes a political conversation. The reason DSHS is because ODHH is in the construct of DSHS. They have a connection to early intervention that has been there. Deborah has taken it upon herself to head up the Lead-K initiative. April McArthur was involved in the original Lead-K conversation and it's important that it is deaf lead.
- Shauna indicated CDHY employees will be involved in the Lead K but not leading it. April MacArthur, Shawn Broderick and Krissy Walker have indicated interest in being a part of Lead-K.

Adjournment

Seeing no objection, the meeting adjourned at 11:49am

Nancy Fitta, Chair
CDHY Board of Trustees

Richard Hauan
CDHY Executive Director

Date

Date

CDHY Board Report

Report from: Rick Hauan

Date: 3/26/2021

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

On April 18, 2021 we will be reopening cottages to all residential students for on-campus instruction starting April 19th for all students/families who desire in-person instruction. Shauna and her team have been working tirelessly to make this a reality with all of the safety protocols in place. Outreach Team members will continue to serve students in local school districts across the state based on need and district request. We have seen a dramatic uptick in requests for evaluations and other services in recent weeks.

Our recruitment efforts have been moving ahead at a rapid pace. With the advancement of several of our own staff to management positions we have increased the already heavy load of recruitment this time of year and with school reopening activities. Jessica Sydnor has been working tirelessly with the assistance of Erica Rader to post vacancies, set up positive recruitment activities and work with department supervisors and managers and interview teams to conduct interviews and place new hires in new positions.

One exciting new hire that has occurred since our last board meeting was the hire of April Jacobus, Director of Business Operations. As described in the email to all staff and board members, April is well known to our agency from her work as a Fiscal Analyst 3 in the business department. We are in the process of recruiting for the vacancy April left. Please join me in a very warm welcome to April Jacobus! We are excited for a long relationship with her in this role.

Ongoing meetings

- Executive and Small Agency Cabinet
- Executive Leadership Team meetings
- Education Subcabinet meeting for legislative action
- CDHY/WSD Leadership Team meetings
- Outreach team meetings
- WSDS monthly meetings
- Finance Committee meetings
- Weekly Superintendent meetings with ESD 112
- Monthly and sometimes more frequently special education directors' meetings in regions across the state
- Mentor Administrative Intern – weekly meetings and quarterly meetings with the university staff

Activities for March 2021

- Discussions and formal process to improve communications with employees and labor division

- Met with stakeholders to discuss possible grant opportunities to expand early intervention and system enhancement for service delivery of audiology support and other family and children/youth supports across the state
- Training for all Leadership Team members relating to improving communication and transparency with our staff, labor leadership and community members
- Continue and expand dialogue and action to incorporate Diversity, Equity and Inclusion Committee (DEI) meeting in our agency
- Continue the great work with our outside mediator in reestablishing healthy working relationships with Washington Federation of State Employees (WFSE).
- Ongoing work with One Washington for the lengthy process of transitioning state data management and interface from the current systems to a unified system to meet the needs of the state for the 21st century
- Working with Leadership team to continue to expand on the positive work for collaboration over the last year, and to plan for the coming 1-5 years
- Discussion with Rosen Preschool and HSDC to review options for establishing expanded service delivery opportunities in the greater Seattle area.
- On-going training for *Digital Leadership in a Time for Change*. This training is spread out over six days. It offers tools to meaningfully connect virtually and then a way to move to in-person conversations as we emerge from the current social restrictions associated with the pandemic response

Board of Trustees Report
March 26, 2021
Shauna Bilyeu

Enrollment: Enrollment is currently at 110 students. Due to many moving parts and the complexity of re-opening campus, we are not accepting any new students for the remainder of the school year. All applications will be held for fall of 2021.

Campus Updates: The MOU between Department of Archeology and Historic Preservation (DAHP) and CDHY is complete! All Indian tribes have been notified to DAHP's satisfaction and the Northrop recommendation for Historic preservation is complete. These were the last two things that needed to be finished in order to close out the MOU. Keith Schreiber, Glen Gipe and I met with the City of Vancouver to share our long term master plan for the new academic building and the City of Vancouver shared their vision for the Evergreen/Grand corridor commercial upgrade. This was a preliminary meeting as both projects are in the beginning phases. Specifically related to our demolition project, the city does not accept previous archeological reports and we will have to do a new one. We are in the process of getting a quote for that. This is disappointing, as it could push things out on our timeline. As it is, actual demolition will not begin until August.

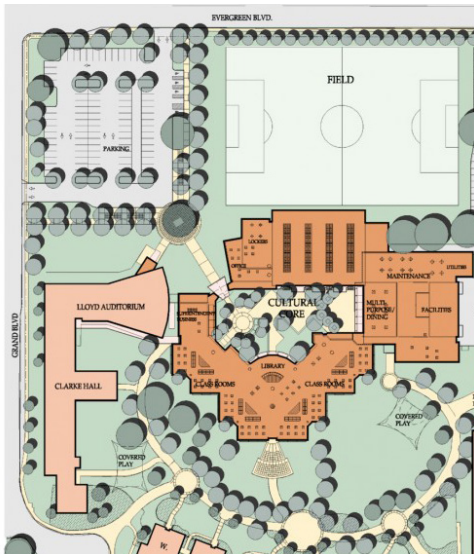
Academic/Residential Updates: A new round of girls joined the cottages on Sunday, March 21st. This brings the grand total of cottages open to 3 girls and 1 boy cottage. Instruction is still provided through remote means, but students are doing well and we have received positive feedback from parents of residential students.

Additionally, the Library Club continues to operate, however we are not at the maximum capacity of 12 students. This is in part due to students who prefer to stay home instead of getting up and going to school.

We are moving quickly to make plans to re-open the campus for in-person instruction by April 19th. We will open for all grades (preschool through 12th grade) on April 19th. We will not phase in by grade. We met with academic staff for a Q and A and sent families a survey asking if they would like their child to remain remote or attend in-person. Due to staffing complexities, we are not able to offer a hybrid options. Students only have the option to attend in person M-Th full time, with a half day on Fridays, or remain fully remote. Most families have chosen to return in full, however we do have a small number that want to remain remote. Administration is meeting frequently to discuss logistics and planning is going well. At the time of this writing, we are waiting for the Washington Department of Health to announce updates and clarification on the new CDC guidance changing seated distances of 6 feet to 3 feet.

General Updates: The announcement of schools re-opening has been the focus of recent weeks. We are seeing lots of questions and excitement from students related to returning

to in-person instruction. In sports news: Cross-country season is over and track has begun. Students are practicing nearby at Hudson's Bay High School.



NEW ACADEMIC AND PHYSICAL EDUCATION BUILDING



Critical Mission and Responsibilities

- WSD has provided educational and residential placement to students with deafness since 1886.
- The Washington School for the Deaf is the state of Washington's only ASL-English bilingual school for deaf and hard of hearing students from Preschool to High School.
- WSD is charged by the legislature to promote the development of communication-rich learning environments for deaf and hard of hearing students.

Project Opportunity

- With renewed focus to ensure continued service to the community of deaf students that attend this school, the opportunity of this project is to remove the unsafe, unoccupied and ineffective buildings and construct a new K-12 school building and gymnasium building totaling 60,000-gsf at the heart of the WSD campus. After completion of the new building, the vacated Divine High School and Hunter Gym will be demolished, and a new sports/PE field will take its place.
- This project will result in WSD being able to offer modern educational facilities that provide the broad range of needed learning environments and technical capabilities and systems that fully reflect the school's mission and accomplish the vision of the legislation contained in RCW 72.40.015.

Recent Activity

- In 2008, WSD started a phased upgrade to facilities beginning with replacement of Deer Hall with Kastel Maintenance and Vocational Building that replaced the old cafeteria and dining hall.
- In 2017, the Legislature provided funds for studying development of a new Academic and Physical Education building to replace Divine High School and Hunter Gym.
- In 2019, the Legislature provided funds for predesign study for the new building and a study to identify the cost and feasibility for an initial phase of demolition to prepare the site for the new building.
- In the 2020 Supplemental Budget, the Legislature provided funding to design and execute the initial phase of the project which includes the removal of 4 vacant buildings and relocation of utilities and services to allow the following construction of the new building. This project is planned for bidding in April and completion on September 2021.

Capital Budget

- The total appropriated for the current Phase-I work is \$ 5,647,000. The predesign study identified a total cost for both phases of the project of \$55,076,000 and CDHY requested a new appropriation of \$49,429,000 in the 21-23 Capital Budget.
- In his 2021-23 Capital Budget, the Governor has identified \$44,375,000 for the next phase of the project. Unfortunately, this number is \$5,054,000 less than the estimated total project costs.

Issue

- If the full amount of the estimated project cost is not funded, The CDHY would need to reduce the target program of space in the new building, potentially compromising the long-range goals of the project.



STATE OF WASHINGTON
WASHINGTON CENTER FOR
DEAF AND HARD OF HEARING YOUTH
611 Grand Blvd., S-26, • Vancouver, Washington 98661-4918 • (360) 696-6525
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: April Jacobus, 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
Erica Pedro, Director of K-12 Outreach Service
Kris Ching, Director B-5 Outreach Services
Rebecca Butz-Houghton, Director B-5 Outreach Services

DATE: March 19, 2021

SUBJECT: February 2021 Monthly Financial Status Report

To the Finance Committee,

For the month of February 2021 the Washington Center for Deaf and Hard of Hearing Youth incurred \$1,296,676 in expenditures compared to a budget of \$1,376,848. Results of operations produced a \$80,172 underspend for the month. The underspend in February stems from reimbursed expenses related to the interpreter mentor program and WSDS along with reduced expenses with COVID-19 restrictions. Currently CDHY is projected to end the year with \$1,999,387 (13.5%) in general fund spending authority remaining. Please note projections for February may be higher than March and moving forward as the guidelines around COVID-19 and education have changed.

Revenues for February total \$53,134 which is \$9,834 (22.7%) more than projected. Outreach services have increased as school districts have moved to hybrid models and students are able to have some in-person learning. Forward looking reports indicate that revenue for March will potentially increase compared to February, as COVID-19 restrictions are lowered. However, expenditures will likely increase as more students return to campus. Enclosed you will find numerous reports accompanied by managements discussion and analysis of the February 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.

April Jacobus /s/
Director of Business Operations
Washington Center for Deaf & Hard of Hearing Youth
Washington School for the Deaf
Office: 360-418-4326 Cell: 360-713-7749
april.jacobus@cdhy.wa.gov

Washington Center for Deaf Hard of Hearing Youth
Fund Level Financial Summary
Fiscal Month 20 - February 2021

Expenditure Summary - General Fund

		<i>Current Month</i>			<i>Year to Date</i>			
Account Name	Code	CM Budget	CM Actual	Variance	YTD Budget	YTD Actual	Variance	Remaining
General Fund - Campus	001	\$1,167,556	\$1,107,533	\$60,023	\$10,272,116	\$8,541,865	\$1,730,251	\$12,332,881
General Fund - Outreach	001 *	\$209,292	\$188,118	\$21,174	\$1,973,082	\$1,267,994	\$705,088	\$739,006
CDHY Account	19H	\$0	\$1,025	(\$1,025)	\$52,400	\$5,009	\$47,391	\$47,391
Pension Fund Account	489	\$0	\$0	\$0	\$0	\$0	\$0	\$364,000
Industrial Insurance Account	03K	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total		\$1,376,848	\$1,296,676	\$80,172	\$12,297,598	\$9,814,868	\$2,482,730	\$13,483,278

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

CDHY Account - 19H Revenue Summary

		<i>Current Month</i>			<i>Year to Date</i>		
Revenue Source		CM Budget	CM Revenue	Variance	YTD Budget	YTD Revenue	Accumulative
Outreach Services - By OI	*	\$43,300	\$51,672	\$8,372	\$131,900	\$309,849	\$309,849
Academic Services		\$0	\$0	\$0	\$0	\$0	\$0
Interpreter Services		\$0	\$0	\$0	\$0	\$0	\$0
Transportation Services		\$0	\$0	\$0	\$0	\$0	\$0
Food Sales		\$0	\$0	\$0	\$0	\$0	\$0
Facility Rentals		\$0	\$0	\$0	\$0	\$0	\$0
Other - from the admin PI 01100		\$0	\$1,462	\$1,462	\$0	\$240,837	\$240,837
Total		\$43,300	\$53,134	\$9,834	\$131,900	\$550,686	\$550,686

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

19H Account Balance Summary

Get from Month beginning in TMS (TMS	Opening Balance	\$1,721,749
Revenue from above	CM Revenue	\$53,134
Expenditures from above	CM Expenditures	\$1,025
	Closing Balance**	\$1,774,883

**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 20 - February 2021
Expenditure Summary

Organizational Component	Current Month			Year to Date			Unspent	Unspent%
	CM Budget	CM Actual	Variance	YTD Budget	YTD Actual	Variance		
Academic Services	\$398,319	\$387,385	\$10,934	\$3,155,989	\$3,033,691	\$122,298	\$1,711,541	36.1%
Administrative Services	\$120,884	\$84,717	\$36,167	\$977,392	\$767,867	\$209,525	\$684,221	47.1%
Agency Wide Expenses	\$70,121	\$71,424	(\$1,303)	\$679,232	\$815,003	(\$135,771)	\$685,797	45.7%
Facilities & Maintenance	\$64,975	\$65,656	(\$681)	\$502,639	\$516,955	(\$14,316)	\$245,409	32.2%
Nutrition Services	\$37,833	\$25,144	\$12,689	\$281,969	\$172,459	\$109,510	\$225,934	56.7%
Student Life Services	\$210,816	\$214,670	(\$3,854)	\$1,572,572	\$1,479,204	\$93,368	\$912,490	38.2%
Outreach Services *	\$209,292	\$188,118	\$21,174	\$2,025,482	\$1,267,994	\$757,488	\$999,707	44.1%
Technology Services *	\$39,728	\$51,293	(\$11,565)	\$448,086	\$425,761	\$22,325	\$186,634	30.5%
Transportation Services *	\$15,588	\$20,151	(\$4,563)	\$681,155	\$67,939	\$613,216	\$675,541	90.9%
Total	\$1,167,556	\$1,108,558	\$58,998	\$10,324,516	\$8,546,873	\$1,777,643	\$6,327,274	42.5%

* 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, Audiology Services 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 Administration, Early Learning Staff, Outreach Technology, Outreach Interpreting, Outreach Audiology, and Washington Sensory Disability Services (WSDS).
Technology Services	Technology Support Staff, Recurring Technology Costs, Student Learning.

Human Resources
Report to the Board of Trustees
March 26, 2021

Staffing Updates:

We are continuing our efforts to fill positions as staffing levels require. The following recruitment efforts are currently underway:

- Speech Language Pathologist (SLP): The SLP recruitment effort is still underway and the team has been conducting interviews as qualified candidates apply.
- Teacher Aides: We are currently preparing to interview candidates to fill two permanent full time Teacher Aide positions.
- Student Life Counselors: We are currently preparing to interview candidates to fill two positions for transportation shifts.
- On-Call ASL Interpreters: We are recruiting for on-call ASL and trilingual Interpreters to fill two or three positions.
- STRIVE Teacher of the Deaf: We will be bringing the STRIVE class back for the 2021-2022 school year. Recruitment will be continuous until we find the qualified candidate to fill the position.

We are excited to announce we have appointed the professionals to the following positions:

- Food Service Workers: Ami Justice and Kevin Agurs have accepted the Food Service Worker positions effective March 16, 2021.
- Custodial Lead: Travis Zollo has accepted the Custodial Lead position.

The agency will be recruiting for the following positions during the next few weeks:

- On-call Student Life Counselors
- School Psychologist (Outreach)
- Custodian 1

CDHY Board of Trustees Meeting

Outreach Report: Early Childhood, Birth-to-5

Report from: Kris Ching Date: March 19, 2021

Family Events:

- Family Night - March 17th 6-7pm
 - Krissy Walker, Family Engagement Specialist, led activities including ASL reading of *It's Not Easy Being a Bunny* Author: Marilyn Sadler and Illustrator: Roger Bollen. Krissy did a scavenger hunt with the kids which was a lot of fun.
- ASL Family Time with Shawn Broderick – Wednesdays 4:30-5pm

Birth-3 State Agencies Meeting – March 10 10am-12pm

State Agency leaders meeting quarterly to discuss the coordination of statewide systems and networks to ensure timely access to early intervention services and address the needs of children who are Deaf/HH, Blind/LV, and DeafBlind, and their families. The group consists of:

- CDHY – Kris Ching & Kerianne Christie
- WSSB – DeEtte Snyder, Outreach Director for birth-3 and statewide coordinator
- WA DeafBlind Project – Katie Humes, director, and Nancy Hatfield, birth-3 consultant
- Dept of Children Youth & Families (DCYF) Early Support for Infants & Toddlers (ESIT) Part C – Adrienne O'Brien, Training and Technical Assistance Manager
- Dept of Heath's EHDDI Program – Karin Neidt, program director
- ODHH – Deborah O'Willow, director
- Dept of Services for the Blind (DSB) - Janet George, Youth Services Manager

This meeting Kim Hopkins, ESIT data coordinator, joined to discuss the new data management system called ACORN. Since ESIT is the first point of contact for families entering Part C/early intervention services, it is important CDHY, WSSB, and DeafBlind Project are included as statewide coordinators/providers. We had specific questions about how our birth-3 kids will be counted in the system and what kind of data we can pull. Also how our statewide providers will be able to interface with the new system. We also discussed the progress of the updated Three Pronged Approach to Infant & Toddler Hearing and Vision Screening tool – we are currently getting feedback from Family Resources Coordinators on ESIT's Service Deliver Committee members.

Birth-3 Deaf/HH Professional Learning Community Meeting – March 18 1-2pm

Kris facilitates this quarterly meeting that includes professionals who work in the home (physically and/or virtually) – Early Childhood Teachers of the Deaf, SLPs, LSLS, Deaf Family Engagement Specialists, and Parent Guides. The purpose is to connect and build relationships by sharing resources, current/pertinent research, assessment tools, home visit strategies, as well as get support from each other.

This meeting Kerianne Christie, CDHY Early Childhood Specialist TOD, presented on the Joint Commission on Infant Hearing (JCIH) position statements from 2007, 2013, and 2019. It spurred great

discussion from participants on what we can do in WA to raise the bar for family services. Kris's hope is to create a sub-committee under the EHDDI Advisory Counsel or set up a workgroup to partner with ESIT to create better standards for families and young children regardless of where they live. For more information - <http://www.jcih.org/posstatemts.htm>

Spokane HOPE Rural Outreach Committee - March 23 5:30-6:30pm (Kris – CDHY representative)

Danette Driscoll from Spokane HOPE School called this meeting to help determine best way to reach out to families with infants and toddlers receiving ENT services in Spokane. She hopes to find opportunities to meet families in Tri-Cities to build awareness of HOPE's services, as well as identify professionals who would benefit from knowing about their outreach efforts.

CDHY Professional Development – Early Childhood

March 11, 3:30-4:30pm PT "There is No Resource Room After High School: Skills Deaf and Hard of Hearing Students Need to Practice Now" Hosted by Cathy Corrado & Ann Curry – panel member, Kerianne Christie, CDHY Birth-5 Team

It is vital to introduce self-determination (independence, self-advocacy, problem solving and decision making) to Deaf and Hard of Hearing Students at a very young age.

March 30, 3:30-4:45pm PT: "Deaf Culture/Deaf and Hard of Hearing in Early Childhood Education part II" presented by Krissy Walker & Shawn Broderick

This presentation will provide information about basic Deaf Culture and successful ways to work with a deaf and hard of hearing student in your school or program. Common misconceptions about deaf and hard of hearing students will be discussed and strategies that will promote positive attitudes toward these students will be shared. Included are tips and strategies to improve access and learning.

Link to Register: <https://zoom.us/meeting/register/tJUtcOCqqjkiHNZYWSzkXwh0JHO75zQXupUB>

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

Report by Carol Carrothers

Date 3/18/2021

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

I have been mentoring Erica Pedro. She is amazing and picking up everything quickly.

Professional Development: March 9th "Developing Self-Advocacy and Accommodations with Students who are Deaf and Hard of Hearing" presented by Erica Pedro, Julie Spigner & Regina McGinnis and March 16th "Deaf 102 Deaf and Hearing Partnerships" presented by Erica Pedro, Julie Spigner & Regina McGinnis

Cathy and others provided 2 workshops for TODs related to encouraging independence called "there is no resource room in life"

Professional development for all educational interpreters across the state: March 8th Discourse Mapping with Taralynn Petrites, Ph.D."

2 social groups per month for Teens ages 12-18 for teens to have an opportunity to chat with each other in a facilitated discussion.

Professional learning community with teachers of the Deaf, SLP and audiologists March 2.

Continuing to provide many evaluations and some consultation requests are coming in.

Drove to Grand Coulee to visit a student returning to the district from WSD to try to support the district in her program.

Collaborating with North Center ESD (Wenatchee) to see if we can find a teacher of the deaf for K-12 DHH students in the future

What is on your horizon (include dates)?

March 23: Culture of Self Care for Educators who work with DHH Youth Julie Regina and Erica

March 30: Deaf Culture 102 Krissy Walker and Shawn Broderick

April 13: Who Does What? Charlene Williams (Talking about the role of the teacher, interpreter and student)

BoardDocs' Capabilities for Virtual Governance




BoardDocs®
A DILIGENT BRAND




Diligent

Effectively Using BoardDocs Pro



FEATUREDMEETINGS ▾POLICIES ▾LIBRARY ▾



Loudoun County Public Schools


[Loudoun County Board of Education](#)


Loudoun County Public Schools, in partnership with the community, believes in providing an exemplary educational system that inspires all learners to achieve excellence, being fully prepared to make a life for themselves and a difference in our society. We believe in providing learning opportunities in an environment that is safe, nurturing and enriching, with well-balanced curricula that are delivered by highly qualified staff with an uncompromising commitment to excellence in education.


Meetings are generally held the second Tuesday of every month at the Loudoun County Public Schools Administration building, located at Administration Building 21000 Education Court Ashburn, VA 20148. If you would like to address the Board of Education, please email Eric Williams at ewilliams@lcps.org to be added to the agenda. Please include your name, city of residence and the subject matter you wish to discuss. Public comments are limited to five minutes each at board meetings.


For more information, please contact Wyatt Earp.


Board Members


 Carolyn Jameson


 Fareem Ashani


 Johnny Cash

 Julie Kinder

 Kendra Hamilton

 Mark Lowers

 Michael Bennett

 Peter Van Dyk

My Items

- discussion
Waiting Gordon Ramsey
Special Board Meeting - 7:00 p.m. | Wed, Mar 17, 2021 | SCHOOL BOARD
- January Budget Report
Waiting Gordon Ramsey
Special Board Meeting - 7:00 p.m. | Wed, Mar 17, 2021 | SCHOOL BOARD
- Report
Waiting Gordon Ramsey
Special Board Meeting - 7:00 p.m. | Wed, Mar 17, 2021 | SCHOOL BOARD
- Out of State Field Trip
Waiting Gordon Ramsey
Regular Board Meeting 4 PM | Wed, Feb 17, 2021 | SCHOOL BOARD

Meetings

- Wednesday, April 14, 2021
Regular Board Meeting 4 PM
SCHOOL BOARD
- Thursday, February 25, 2021
Regular Board Meeting 4 PM
SCHOOL BOARD
- Sunday, February 14, 2021
Regular Board Meeting
SCHOOL BOARD
- Thursday, January 28, 2021
Finance Committee 3:30 p.m.
Finance Committee
- Wednesday, January 27, 2021
Regular Board Meeting - 7:00 p.m.
SCHOOL BOARD

Show all 8

Documents

- Friday Notes 1/14
- Covid 19 Update
- Calendar for Submitting Documents
- Board Meeting Minutes 2021
- Superintendent's Newsletter, 2021 Volume 1, Issue 1

Show all 6

Policies

- DLB: Salary Deductions
- DM: Cash in School Buildings
- JC: School Attendance Areas
- 224: Sample Policy 2
- 330: Sample Policy 1

Show all 10

Ways to use BoardDocs Pro to streamline meetings

Challenge	Solution
Providing awareness and track decisions around strategic goals and progress	Goal Tracking
Share meetings, agenda items, policies, or library documents, including the important public notices or alerts	Social Sharing
Storing and distributing district related material securely	Library
Remaining compliant and holding resolutions in a timely manner	Voting
More efficient minute taking and minute storage process	Meeting Control Panel

Agenda Management & Storage

- BoardDocs will allow for you to house upcoming and previous agendas in an organized and secure fashion.
- This will allow your Board to access their material from any device with internet capabilities. (Phone, Tablet, Laptop)
- With Key word search functionality, it will make it much easier to reference old material as well as enhance your Public Transparency

Featured	
★ Apr 14, 2021 (Wed)	Regular Board Meeting 4 PM
★ Feb 25, 2021 (Thu)	Regular Board Meeting 4 PM
★ Feb 14, 2021 (Sun)	Regular Board Meeting
★ Jan 27, 2021 (Wed)	Regular Board Meeting - 7:00 p.m.
★ Jan 14, 2021 (Thu)	Special Board Meeting - 7:00 p.m.
2021	+
2020	+
2018	+
2013	+
2011	+
2010	+
2009	+

Utilizing BoardDocs Library in Pro

Benefits

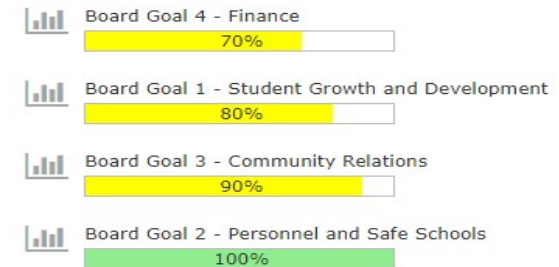
- ✓ Storage space for COVID-19 response documents, new letters, and general information
- ✓ A central resource repository for users
- ✓ Set customized permissions for controlled viewing access on sensitive documents for administrative or executive viewing
- ✓ Goal Tracking: Provide access to strategic goals and progress tagged to related agenda items



Top Tip

Publishers can **feature select items** to simplify access for the governing body and public that are high priority in this crisis.

Board Goals



Documents

- Friday Notes 12/15/20
- Superintendent's Newsletter, 2020 - Volume 3, Issue 3
- Board Meeting Minutes
- Calendar for Submitting Documents
- Superintendent's Newsletter, 2019 - Volume 3, Issue 2

Make Use of Online Voting in BoardDocs Pro

Benefits

- ✓ Allow board members to record their votes in remote meetings in a simple and secure manner
- ✓ Provide an easy way for moderators to open and close voting and monitor incoming votes
- ✓ Results are available immediately in the agenda online

Top Tip

Verify your Meeting Control settings to ensure that the online voting option is enabled and ensure that all executives are assigned as voting board members and are marked present in the roll call at the meeting start.

Summary & Comments

Motion

Content

+

Add Motion

✓

Save

✖

Motion

★

Final Resolution

Recommend approval of the mail ballot election.

By:

Drew Wareham

Second:

Kathrine Thompson

✓

Mark Unanimous

✖

Remove Vote

Drew Wareham	<input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Abstain <input type="radio"/> Gone for now
Elizabeth Wright	<input type="radio"/> Yes <input checked="" type="radio"/> No <input type="radio"/> Abstain <input type="radio"/> Gone for now
Gordon Ramsey	<input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Abstain <input type="radio"/> Gone for now
Jessica Smith	<input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Abstain <input type="radio"/> Gone for now
Kathrine Thompson	<input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Abstain <input type="radio"/> Gone for now
Angela Michaels	<input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Abstain <input type="radio"/> Gone for now

Motion Carries

5 Yes, 1 No, 0 Abstain, 0 Gone for now

Make Use of Online Voting

The screenshot displays the BoardDocs® Meeting Control Panel interface. The browser address bar shows the URL: `go.boarddocs.com/david/plus/Board.nsf/mcp?open&login&id=BNP77618303D#`. The page title is "BoardDocs® Meeting Control Panel" with the subtitle "April 7, 2020 - Regular Board Meeting".

On the left sidebar, the agenda items are listed under "4. Consent Agenda":

- 3.01 Public Comments for Items on the Agenda
- 4.01 Approve Employment (Action (Consent))
- 4.02 Approve Resignations (Action)
- 4.03 Approve Substitute List (Action (Consent))
- 4.04 Approve Leave of Absence (Action (Consent))
- 4.05 Approve Student Teacher Agreement (Action (Consent))
- 4.06 Approve Personnel Changes (Action (Consent))
- 5. Announcements and Reports
- 5.01 New Graduation Requirements (Report)

The main content area shows the "Motion" tab selected. The motion text is: "Approve employment for the individuals as presented." Below the motion text, the "By:" field is set to "Fareem Ashani" and the "Second:" field is set to "Julie Kinder". There are buttons for "Add Motion", "Save", "Mark Unanimous", "Remove Vote", and "Close Online Voting".

A voting overlay titled "Please cast your vote..." is displayed over the motion text. It shows the motion text and the instruction "Approve employment for the individuals as presented." Below the text are three buttons: "Abstain", "Nay", and "Yea".

At the bottom of the panel, there is a timer showing "5:00" and buttons for "3:00", "1:00", "Custom", "Pause", and "Stop".



Digital Minute Creation in Pro

Benefits

- ✓ Creation & Cleanup of Minutes in a secure environment
- ✓ Time management: save time and resources by creating minutes live.
- ✓ Organization – Keep all your minutes in one place and in a familiar format



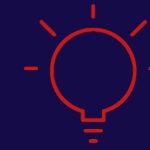
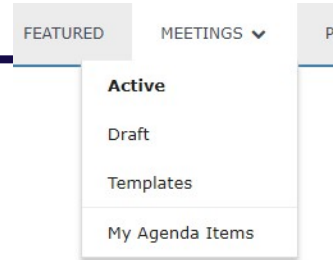
Tag your previous minutes as an action item to be voted on for your upcoming meeting(s). This eliminates extra attachments and emailing minutes for agendas.

Search Meetings	
Featured	
★ Apr 14, 2021 (Wed)	Regular Board Meeting 4 PM
★ Feb 25, 2021 (Thu)	Regular Board Meeting 4 PM
★ Feb 14, 2021 (Sun)	Regular Board Meeting
★ Jan 27, 2021 (Wed)	Regular Board Meeting - 7:00 p.m.
★ Jan 14, 2021 (Thu)	Special Board Meeting - 7:00 p.m.
2021	+
2020	+
2018	+
2013	+
2011	+
2010	+
2009	+
2008	+

Advanced Workflow: Approval of Agenda Items in Pro

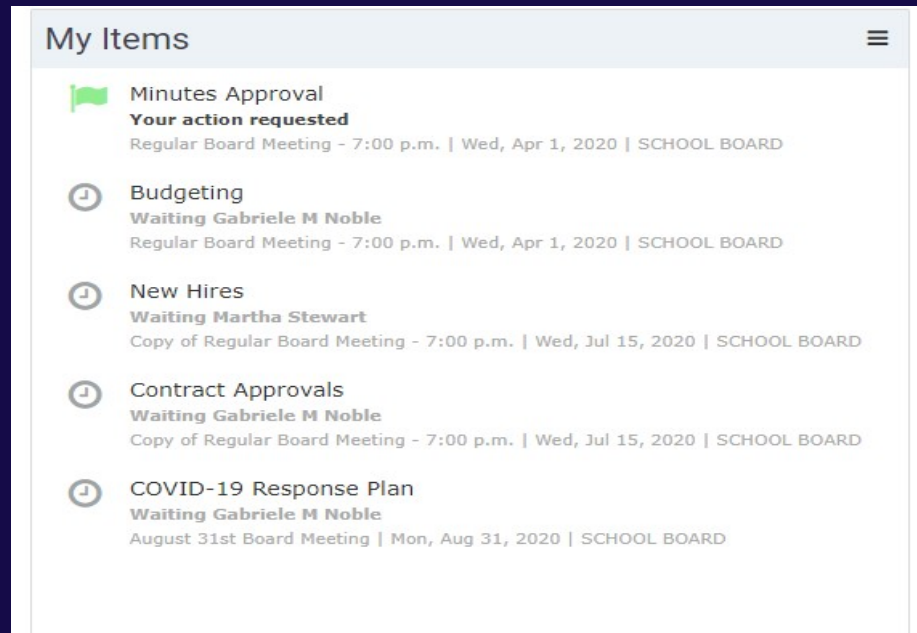
Benefits

- ✓ Advanced workflow to distribute agenda item creation, approval and collaboration throughout your organization
- ✓ Accountability to track board member or other work groups' contributions to meeting material.
- ✓ Eliminate email distribution of sensitive documentation



Top Tip

There is no limit on the amount of approval trees you create. This gives you the ability to create an approval process for each of your meeting groups and committees.



BoardDocs Pro Videos

<https://vimeo.com/378349988/cadf6813cf> - Online Minute Taking & Digital Voting

<https://vimeo.com/266774205/044af330f1> - General Site Walkthrough

Pricing

BoardDocs Pro through WSSDA is \$9,200 annually

WASHINGTON CENTER FOR DEAF AND HARD OF HEARING YOUTH

Policy: ???

Adopted:

SUBJECT: Board Code of Ethics

Approved by:

Nancy Fitta, Chair, Board of Trustees

The Board of Trustees (Board) of the Washington Center for Deaf and Hard-of-Hearing Youth (Agency) has adopted the following Code of Ethics (Code) for its Board Members. This Code is intended to focus Board Members on areas of ethical risk, provide guidance to help them recognize and deal with ethical issues, provide mechanisms to report unethical conduct, foster a culture of honesty and accountability, deter wrongdoing, and promote fair and accurate disclosure and financial reporting. The Code is not intended to override any applicable laws or any obligations pursuant to the Agency's Bylaws, Conflicts of Interest Policy, or any other applicable policies.

No code can anticipate every situation that may arise. Accordingly, this Code is intended to serve as a source of guiding principles and not absolute directives. Generally, the goal is to ensure that Board Members strive to foster the Agency's Mission and the Board's purpose and goals in an ethical manner. The Board's purpose and goals are set forth in Article II of the Agency's Board Bylaws.

A. General Statement of Expectation

1. Each Board Member is expected to adhere to a high standard of ethical conduct and to act in accordance with the Agency's Mission, Core Values and Commitments. The good name of the Agency depends upon the way Board Members conduct business and the way the public perceives that conduct. Unethical actions, or the appearance of unethical actions, are not acceptable. Board Members are to be guided by the following principles in carrying out their responsibilities. Note, however, that this Code summarizes such principles and nothing in this Code should be considered as limiting duties, obligations, or legal requirements with which the Board Members must comply.
 - **Loyalty.** Board Members should not be, or appear to be, subject to influences, interests, or relationships that conflict with the interests of the Agency or its ability to operate for the benefit of the Agency's community. Board Members shall act to protect the Agency's

interests and those of its students, staff members, assets and legal rights, and Board Members shall serve the interests of the Agency.

- **Care.** Board Members shall apply themselves with seriousness and diligence to participating in the affairs of the Board and its committees and shall act prudently in exercising oversight of the Agency and shall be attentive to legal ramifications of his or her and the Board's actions. Board Members are expected to be familiar with the Agency's provided services and the environment in which the Agency operates, and understand the Agency's plans, policies, strategies, and core values.
- **Inquiry.** Board Members shall take such steps as are necessary to be sufficiently informed to make decisions on behalf of the Agency and to participate in an informed manner in the Board's activities. Board Members are expected to attend all meetings of the Board as outlined in the Agency Board of Trustees Bylaws, Article V.
- **Compliance with Laws, Rules and Regulations.** Board Members shall comply with all laws, rules, and regulations applicable to the Agency.
- **Observance of Ethical Standards.** Board Members must adhere to the highest of ethical standards in the conduct of their duties. These include honesty, fairness, and integrity.

B. Integrity of Records and Public Reporting

Board Members should promote the accurate and reliable preparation and maintenance of the Agency's financial and other records. Diligence in accurately preparing and maintaining the Agency's records allows the Agency to fulfill its reporting obligations and to provide stakeholders, governmental authorities, and the public with full, fair, accurate, timely, understandable, open, and transparent disclosure.

C. Conflicts of Interest

Board Members must act in accordance with the Agency Board of Trustees Bylaws, Article XI, Conflicts of Interest, adopted by the Agency Board.

D. Opportunities

Board Members are prohibited from: (a) taking for themselves personal opportunities related to the Agency's operations; (b) using the Agency's

property, information, or position for personal gain. Board Members shall exercise prudent judgment to avoid the appearance of improper influence when offered opportunities, gifts, or entertainment.

E. Confidentiality

Board Members should maintain the confidentiality of information entrusted to them by the Agency as confidential and any other confidential information about the Agency, its operations, customers, or suppliers, which comes to them, from whatever source, except when disclosure is authorized or legally mandated. For purposes of this Code, "confidential information" includes all non-public information relating to the Agency, its students, staff, customers, operations, or suppliers. .

F. Board Interaction with the Community and Media:

- The Board recognizes that members of the Agency community, Agency constituency groups and the public at large have significant interests in Agency's actions and governance and therefore the Board seeks to ensure appropriate communication, subject to concerns about confidentiality.
- The Board notes that the Executive Director speaks for the Agency, consistent with applicable policy.
- If comments from the Board to the community and/or Media on behalf of the Agency are appropriate, they should be reviewed and discussed by the Board in advance, and, in most circumstances, come from the Chair of the Board.

G. Enforcement

Board Members will discuss with the Chair of the Board any questions or issues that may arise concerning compliance with this Code. Breaches of this Code, whether intentional or unintentional, shall be reviewed by the Board Chair or any sub-committee established by the Board Chair (excluding any Board Members whose breaches are under review), which, if necessary, shall make recommendations to the full Board for corrective action. Serious breaches of this Code may be cause for a recommendation of dismissal of the Board Member committing the infraction in accordance with the Agency's Bylaws and applicable law.

H. Affirmation

All Board Members shall read this Code at least annually and shall certify in writing that they have done so and that they understand the Code.

I. Review

This Code may be reviewed periodically by the Board Policy Committee, which shall make recommendations to the full Board regarding changes to or rescinding of the Code, as deemed appropriate.

Board member signature

Date

Adoption Date:
Revised Dates:

Informational Items

WASHINGTON SCHOOL FOR THE DEAF

2021/2022 School Year

July 21

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

December 21

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

May 22

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

August 21

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

January 22

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

June 22

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

September 21

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

February 22

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

Mark Your Calendars!

Deaf Awareness Week
September 19- 25, 2021

Homecoming
TBA

WSBC/WSBCC 2022
January 2022 TBA

at Arizona School for the Deaf and Blind

Flying Hands
Thursday, March 10, 2022

All Star Day
TBD

Berg/Seeger Track Meet
Saturday, April 9, 2022
at Texas School for the Deaf

Graduation
Thursday, June 9, 2022

October 21

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

March 22





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

November 21

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

April 22

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

Legend	Early Release: Residential students go to the cottages, day students will ride bus home	After School Program
 -First/last day of school	9/23, 10/21, 2/17, 3/17	Fall ASP: 9/13-10/28
 -Non-school days	Teacher Planning Days: 11/5/21, 1/28/22, 4/1/22	Winter ASP: 11/15- 1/13
 -Early Release Dates	(no school; residential students leave at noon from cottages)	Early Spring ASP: 2/7-3/24
 -Residential Travel days		Spring ASP: 4/18-5/26

Registration Day*	Sunday, August 29, 2021	President's Day**	Monday, February 21, 2022
First Day of School	Monday, August 30, 2021	Spring Break	April 4-8, 2022
Labor Day*	Monday, September 6, 2021	Memorial Day**	Monday, May 30, 2022
Veterans' Day	Thursday, November 11, 2021	Last Day of School	Thursday, June 16, 2022
Thanksgiving Break	November 25 - 26, 2021		
Winter Break	December 20-31, 2021		
Martin Luther King Jr. Day**	Monday, January 17, 2022		

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

Statewide and School Testing Windows	
<u>MAP (Measure of Academic Progress) 2-12th grades</u>	<u>SBAC (Smarter Balanced Assessment Consortium)</u>
Fall: September 27 - October 8, 2021	May 2 - May 20, 2022
Spring: March 14 - March 25, 2022	
<u>WCAS (Science for 5th, 8th, 11th grades)</u>	
May 2 - May 20, 2022	

Quarters end: 1st Quarter: 11/5; 2nd Quarter: 1/28; 3rd Quarter: 4/1 ; 4th Quarter: 6/16