

Washington Center for Deaf and Hard of Hearing Youth



April 30, 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
- Mobile Audiology Program – Kalani Cox
- School Updates

Washington Center for Deaf and Hard of Hearing Youth
Board of Trustees Meeting
April 30, 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 March 26, 2020 Board Meeting. - ACTION ITEM |
| 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 |
| 11:00am | Mobile Audiology Program – Kalani Cox |
| 11:30am | School Update - Shauna |
| 11:45am | “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.” |
| 12:15pm | 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 April 28 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**
March 26, 2021**

*** 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	
April Jacobus	Director, Business Operations	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 Constintino
Emily Dahl

Registered Guests

Name	Role
Shannon Graham	Curriculum Specialist
Amy Blades	School Counselor

Board Business

Nancy Fitta, chair, called the Board meeting to order at 10:00am. 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

Approval of meeting minutes

Page 3 line 4 insert “meet” in between “to” and “with”

Page 3 line 39 change “roll” to “role”

Page 4 line 4 change “DES” to “OFM”

Page 5 line 22 change “Are” to “Our”

Page 5 line 23 change “legislator” to “legislature”

Page 6 line 23 insert “on” in between “working” and “a”

Page 7 line 13 change “prospective” to “perspective”

Char moved to approve the February 26, 2021, meeting minutes with the changes described. Ariel seconded the motion. Nita abstained. The motion passed.

Director’s Report

Rick Hauan, Executive Director

Rick indicated he had some late developing news. The Senate and House have released their capital budgets. Our proposal for a new academic building is in the Governor’s budget, Senate budget, but not the House budget. Operating budgets are scheduled to be released today. Rick indicated he plans to review the budget with April Jacobus, Director of Business Operations and do a full analysis for the Board’s review at the April 30 Board meeting.

- Q. Nancy Sinkovitz inquired if Rick could expand on his communications efforts relating to “staff, labor and transparency” as indicated in his report.
- A. Rick reported over the past few months CDHY Executive team has been working with State HR, labor relations and union leaders to improve communications. We recently completed a mediation process with Washington Federation of State Employees (WFSE). The process was a very positive and opened dialogue to answer outstanding questions. Additionally, we partnered with State HR and Washington State Public Employees Relations Commission to provide a training opportunity for our entire leadership team. These activities have been planned for some time. Due to pandemic limitations the timelines were extended. We were finally able to complete the training. Rick Whitney was included in the

management team for mediation. He did a fantastic job to represent our residential staff needs and concerns.

- Q. Allie inquired about the results from the community meeting conducted by Seattle Public Schools.
- A. Rick indicated he has not had a planning meeting with them yet as they are still navigating school reopening after school closures due to the pandemic. Seattle Public Schools is working on how to deliver educational services to all students in their district.
- Q. Allie inquired of Rick on when he plans to meet with them to discuss program development for deaf and hard of hearing children and youth in their district.
- A. Rick has reached out to offer assistance with the process of continuing the development of a specialized program. At this time, they have been focusing on re-opening all of their schools.

Nita commented she also understands the challenges districts currently face as they try to bring staff and students back to school.

Superintendent's Report

Shauna reported the House released their capital budget and our academic and physical education building project is not on it. Rick Hauan and Shauna are scheduled to give live testimony to the House Capital Committee on Monday, March 29th. Our testimony is designed to demonstrate the extreme need to move forward with this project. Shauna reminded the Board of their ability to demonstrate support or concerns to the legislature. For the House you can provide written testimony to show support for our school and why we should be included in their budget. Earlier this week, Rick sent out a template letter for people to use if they would like to express their concern to the House.

- Q. Nancy Fitta inquired about the delay on the demolition of the old buildings because of the study again and how that will impact the first day of school.
- A. Shauna indicated the delay is only to the demo. Our demolition plan is moving forward. We have developed safety plans for when kids are back on campus.

Wes shared he is in the middle of writing letters to his legislators in congressional District 10. Wes also indicated he was reviewing our strategic plan and pointed out the concerns that have been brought up over the years for us to get a new building. Wes indicated now is a great time to continue to emphasize the importance of supporting this project.

Rick clarified there are three proposed budgets. The final budget must be passed by both branches of the legislature and signed by the governor.

Shauna clarified we are asking for fifty million dollars to complete the re-construction of our campus.

Shauna indicated teachers are on campus today preparing their classes for in-person learning that will begin on 4/19. All students will be offered in-person instruction as of April 19. Shauna is consulting with our school physician, Dr. Ebbing to ensure safety protocols meet CDC guidelines. Elementary students will be at three-foot distance. Secondary students will remain at six-foot distance. Staff are required to maintain six feet of distance at all times from students and staff. In order to maintain social distancing during meals, we will have three lunch periods.

Q. Nita inquired about the guidance we have received from Department of Health for students in the cottages.

A. Shauna indicated we have had students in the cottages since January 2021. Current guidelines require single occupant bedrooms. We may need to convert a boy cottage to a girl cottage since we have more girls than boys. Students will continue to eat breakfast in the cottages.

Q. Nita asked if we have space restrictions that could result in turning residential kids away?

A. Shauna reported that we have sent out a survey to parents and based on information we received from parents, we have capacity for our current enrolled students. We will not re-instate WACAD at this time. We are not taking any new student applications for the rest of this school year. Applications for 2021-22 school year is currently open.

Q. Nancy Sinkovitz inquired what graduation is going to look like this year?

A. Shauna indicated we have gotten guidance from OSPI and we can have graduations this year. We have a small graduation class of 5 kids. Graduation is scheduled for June 10th. Because we were unable to have a graduation ceremony last spring, we are trying to do a two part graduation for our Class of 2020 and for our Class of 2021. We are still developing plans and working with regulations to determine the structure of graduation.

Q. Allie inquired if the seniors have asked about a senior trip.

A. Shauna indicated nobody has asked but probably would not be able to approve at this point.

Nancy Fitta thanked Shauna and Rick for all their work on the budget for the new building.

Business Office Report

April Jacobus, Director of Business Operations

April indicated she will let her report speak for itself. April indicated we still have about \$1.99 million extra in general fund. This amount will go down with bringing kids back to campus.

Rick wants the board to recognize what an amazing job April Jacobus has been doing. She has been tasked with double duties right now. With doing her new job, she is still doing her prior duties as a Fiscal Analyst 3 until we fill the position.

Nita thanked April Jacobus for her dedication to the agency and welcomed her to her new role.

- Q. Wes asked if we are receiving direction to continue moving forward with budget cuts outlined last fall.
- A. April indicated we are still in a conservation mode, but at this time we have no direction to implement budget cuts. The revenue forecast is very positive.
- Q. Nancy Fitta asked if we have started to plan for spend down due to budget savings.
- A. April indicated she is working on developing spend down options so we can come in as close to budget as possible.
- Q. Nancy Sinkovitz inquired if we are getting any one time grants?
- A. April indicated we have received some grants. We are not using them for general fund-state expenditures.

Nancy Fitta wants people to think about when we should start the finance committee meetings again.

Human Resources Report

Jessica Sydnor, Director of Human Resources

Jess indicated we are still working heavily on recruitment. We have three active job postings

1. STRIVE teacher, which is designed to serve our special needs students;
2. Custodian, and;
3. Student Life Counselor.

We will be posting soon for an ASL specialist and a Fiscal Analyst 3 to fill April's previous position.

Nancy Sinkovitz thanked Jessica Sydnor for her detailed HR reports to the Board.

Outreach Reports

Kris Ching, Outreach Birth-5

Kris shared the birth-5 team typically provides in-home visits. During the pandemic closures, we have been doing them virtually. This new type of service has been well received. We have seen children and families fully engaged and children have been thriving.

At our last Board meeting you all got to meet our new Outreach directors Becky and Erica P. Becky is still completing her assigned evaluations in her role as a school psychologist. Kris is working with Carol and Becky to transition her from her school psychologist responsibilities to her new director position.

We will be submitting a re-entry plan to ESIT on how home visits will be provided as we re-open our services across the state. We are continuing to work with our staff to develop a plan to provide in-home services.

Carol Carrothers, Outreach K-12

Carol indicated she is working with Wenatchee region ESD171. They are beginning to develop a plan for adding a teacher of the deaf in the region. Kristi Morrison works there and there is a growing need in that area.

Jennifer Acuña indicated they have a TOD person in ESD114 that will have time available to contract to provide some itinerant support in other areas of the state.

Presentation: BoardDoc's

Erica Rader and Drew Wareham

Erica R. provided an overview to the Board on the BoardDoc's system and how it could streamline Board packets and information to improve our current system. Erica explained since working in a remote environment due to COVID restrictions, it has been extremely difficult to coordinate some activities and processes such as signatures, getting Board reports posted timely, and posting completed policies and minutes to the web. BoardDoc's provides all information on a web-based platform. All documentation and communication handled electronically all the way down to the signing of the documents. Every member of the Board will be able to access the Board packet and review the agenda items. The Board chair and Executive Director can digitally sign the minutes and policies upon approval and with a click of a button they will be released for the public to view. Erica indicated she believes this will help streamline some of our Board processes.

Drew Wareham provided a PowerPoint presentation on BoardDoc's which is attached to these minutes as Appendix A

- Q. Ariel inquired if there is an app or just a website?
- A. Drew indicated BoardDoc's does not have an app but is mobile friendly.
- Q. Nancy Fitta inquired if this is an annual subscription, and does the Board need to approve?
- A. Rick indicated the Board needs to take action and approve as it relates to the operation of the Board of Trustees.
- Q. Allie inquired if there will be training provided?
- A. Drew indicated there will be an unlimited amount of training available to the Board and executive team. There is support for the system 24/7, 365 for everyone.
- A. Rick indicated this will be a parallel process for a little while, and will try and do an in-person training as soon as possible.

- Q. Drew indicated his agency does not offer training in-person at this time due to COVID restrictions, but that could change by summer. We have trained 4 other deaf boards and we will work together to make it happen.

Nancy Sinkovitz indicated she is excited for the policy side of this.

Nancy Fitta motioned to approve a contract with BoardDoc's. Nita seconded the motion. Motion passed unanimously.

Shannon Graham and Amy Blades gives PowerPoint presentation on Character Strong Curriculum Adoption. (attached to minutes as Appendix B)

Shannon indicated herself, Wendy Schlitz and Amy Blades developed the Character Strong curriculum for the secondary program and connected this program to existing board adopted curriculum.

- Q. Nancy Sinkovitz inquired if this is something we can use for self harm prevention?

A. Shannon indicated that would be a more in-depth curriculum.

- Q. Nancy Fitta inquired if it could be used for bullying?

A. Shannon indicated yes, DESSA has bullying prevention.

Rick asked the Board to approve the curriculum for Character Strong.

Tsering indicated that under the Testing RCW 72.42.041 Sub section 8, points out this RCW supports the Board accepting this curriculum.

Nita motioned to approve the Character Strong curriculum. Ariel seconded the motion. Motion passed unanimously

POLICY REVIEW

Code of Ethics Policy 2nd read

Nancy Sinkovitz indicated the first read was done back in February 2020 and when we closed due to pandemic response, action was halted. Ms. Sinkovitz indicated she changed CDHY to Agency throughout and fixed a couple grammatical errors. Nancy S. also indicated she asked a year ago if everyone would be willing to sign the policy. She did take off the policy number section since it is not a policy in a series.

Char motioned to approve the Code of Ethics Policy with changes indicated. Wes seconded the motion. Motion passes unanimously and policy is adopted.

Executive Session

Board Chair, Nancy Fitta announced the Board would be moving into Executive Session. Ms. Fitta stated "It is 12:13pm 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;" RCW 42.30.110(1)(f) 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 12:13pm

Board re-opened into open session at 12:34pm

PUBLIC COMMENTS

No public Comments

Rick indicated the OPMA (Open Public Meetings Act) has been extended to the end of June. We have physical limitations in our buildings and at this time we are unable to have larger in-person meetings. Right now we are not able to bring everyone for an in-person Board of Trustees meeting. Think about how we can move forward with in-person and virtual meetings.

Shauna reminded everyone to reach out to their legislators to express your concerns or support for the capital budgets currently under review.

Adjournment

Seeing no objection, the meeting adjourned at 12:37pm

Nancy Fitta, Chair
CDHY Board of Trustees

Richard Hauan
CDHY Executive Director

Date

Date

Appendix

A

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

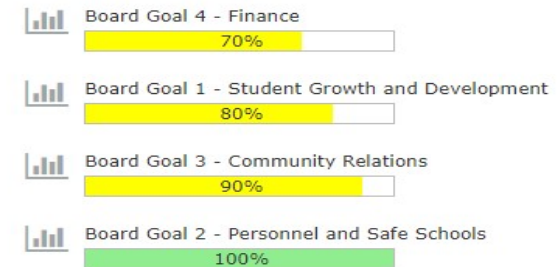
- ✓ Storage space for COVID-19 response documents, new letters, and general information
- ✓ A central resource repository for users
- ✓ Set customized permissions for controlled viewing access on sensitive documents for administrative or executive viewing
- ✓ Goal Tracking: Provide access to strategic 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 contains the text: "4.01 Approve Employment" and "Approve employment for the individuals as presented." Below this, there are three buttons: "Abstain", "Nay", and "Yea".

At the bottom of the main content area, there is a table of participants and their voting status:

Participant	Yea	Nay	Abstain	Not present
Andrew S Wiggan	<input type="radio"/>	<input type="radio"/>		
Fareem Ashani	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Frank Arismendi	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Dennis Johnson	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Julie Kinder	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Kendra Hamilton	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

At the bottom of the interface, there are buttons for "5:00", "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

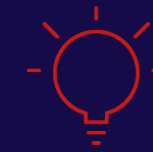
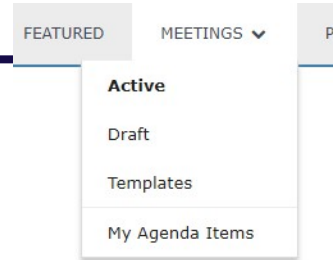
- ★ Apr 14, 2021 (Wed)
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Regular Board Meeting
- ★ Jan 27, 2021 (Wed)
Regular Board Meeting - 7:00 p.m.
- ★ Jan 14, 2021 (Thu)
Special Board Meeting - 7:00 p.m.

2021	+
2020	+
2018	+
2013	+
2011	+
2010	+
2009	+
2008	+

Advanced Workflow: Approval of Agenda Items in Pro

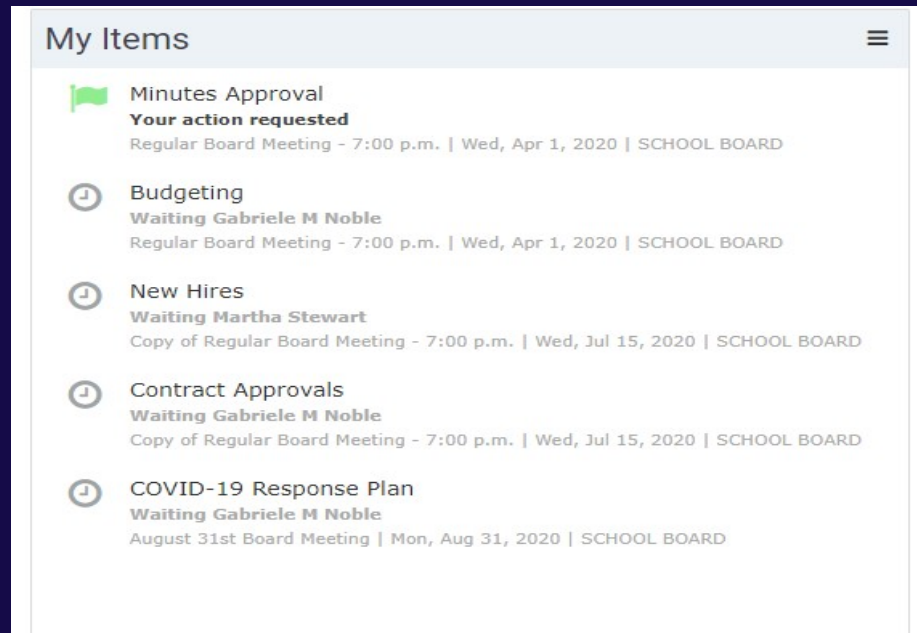
Benefits

- ✓ 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

Appendix

B

Curriculum Adoption

Washington School for the Deaf
3/26/21

Core Curricula & New SEL Program

1. Social Emotional Learning Program
2. Elementary: Second Step
3. Middle School and High School: Character Strong & Learning for Justice

Curriculum Adoption Steps

1. Meetings with the Curriculum & Assessment Coordinator
2. Meet with the Counseling Department
3. Meet with the Academic Department

SEL Framework

Standards	
Self-Awareness (3 BMs)	Social Awareness (3 BMs)
Self-Management (2 BMs)	Social Management (3 BMs)
Self-Efficacy (3 BMs)	Social Engagement (3 BMs)
Assessment	
eDECA - PK	DESSA - K-12

Elementary Scope & Sequence

Skills for Learning	Bullying Prevention	Empathy	Emotion Mgmt	Child Protection & Personal Safety	Problem Solving
<i>Selected subtopics</i>					
<ul style="list-style-type: none"> • Assertive communication • Self regulation • Self talk 	<ul style="list-style-type: none"> • Recognizing bullying • Bystander power 	<ul style="list-style-type: none"> • Feelings • Showing care & concern • Understanding perspectives 	<ul style="list-style-type: none"> • Managing anger • Handling mistakes 	<ul style="list-style-type: none"> • Practicing staying safe • Safety skills 	<ul style="list-style-type: none"> • Dealing with peer pressure • Problem solving steps
<u>Core curriculum</u> : Second Step					

Scope & Sequence for Secondary

SOCIAL EMOTIONAL LEARNING PROGRAM SCOPE & SEQUENCE: 7th-8th grade

	Personality vs. Character / Bullying Prevention	Growth Mindset & Relationship Skills	Mindfulness	Empathy Building
Timeline	September-October	November-January	February-March	April-May

SOCIAL EMOTIONAL LEARNING PROGRAM SCOPE & SEQUENCE: 9th-12th grade

	Self Awareness	Growth Mindset & Active Listening	Civil Discourse - Social Media	Stress & Coping
Timeline	September-October	November-January	February-March	April-May

DESSA Plans

1. Assessment plan
2. Online assessment for Middle School and High School
3. Next year's plan for analysis

SEL Curriculum Guide

SEL Guide & Scope and Sequence



Middle School and High School SEL Curriculum Adoption
Board of Trustees

Cost of Purchase for Character Strong

1. 80% Discount ($\$3,199.20 \times .80$) totaling in **\$866.98**
2. 3 Free Professional Development Registrations
3. Annual renewal is \$499 beginning in year two and will cover grades 6-12.

Why Character Strong?

- Whole Child Approach
- Social Emotional Learning and Character Development in One
- SEL Competencies: Self-Awareness, Self-Management, Social Awareness, Relationship Skills, Responsible Decision-Making
- Character Development: Patience, Kindness, Honesty, Respect, Selflessness, Forgiveness, Commitment, Humility

Character Strong Curriculum

- Based in Puyallup, Washington
- Character Strong has implemented this curriculum since 2016
- Curriculum is updated yearly
- Vertically-Aligned for grades 6-12
- Designed to be taught once per week in a flexible 30 minute lesson
- 35 lessons per grade level at the middle school level and 25 per grade at the high school level
- Would love to partner with WSD on ensuring the curriculum is deaf friendly

Character Strong- Patience

Screenshots of Character Strong Lessons



Search...



CharacterStrong Conferences



Curriculum Samples



Simple Home

High School Samples



Middle School Samples



Grade 6: Personality vs. Character

Grade 6: Growth Mindset

Grade 7: Relationship Skills

Grade 8: Mindfulness - Observing vs

Describing

Grade 8: Empathy Building

Elementary Samples



CharacterStrong Gym Samples



Leadership Samples



On Demand PD Samples



Order Now

Book A Call



Hey! There's a new concept in this lesson. Click here to view a quick video explainer.

Growth Mindset Overview

Objectives:

- Students will reflect on their own character and identify ways they could improve it.
- Students will understand the difference between Fixed Mindset and Growth Mindset.
- Students will familiarize themselves with what Growth Mindset vocabulary sounds like.

Materials:

- Image: CharacterDare Image Set
- Image: Fixed Mindset vs. Growth Mindset
- Supplies: Paper and/or notebook and writing utensil for each student
- Video: [Power of Not Giving Up \(0:57\)](#)

Discussion & Video (5 minutes):

- Ask, "Who has a hobby, skill, sport or talent they think they are pretty good at?"
 - Have students turn and share with a partner near them.
 - Have a few volunteers share their skills with the group.
- Ask, "How long have you been working on that skill, sport, or hobby?"
- Ask, "When we first begin a new skill like juggling, what do those first attempts look like?"
- Say, "Our first attempt at most new things often look like this video I am going to show you."
- **Play video: [Power of Not Giving Up \(0:57\)](#) **



Discussion (5 minutes)

- Ask students:
 - What did the first attempts at doing the box jump look like?
 - What happened when the young boy fell?
 - Do you think the young boy ever got hurt trying to land the jump?
 - How many of you have tried something and failed at it the first time? How did that feel?
 - Do you think some other kids would be able to land this jump sooner? Does that make someone more special than someone else?
 - Answer: Of course not!
 - Can you think of other skills some people learn more quickly than others?
 - At the end of the day, could any of us learn a new skill that at first was too hard?
 - What does it require from us to develop a new skill?
 - Answer: practice and willingness to try again when we fail
 - Say, "Today we are going to learn about 'growth mindset,' and our goal is going to be to learn the difference between what we call a 'growth mindset' and a 'fixed mindset.'"
-

Discussion (11 minutes):

- **Project Image: Fixed Mindset vs. Growth Mindset**
 - Fixed mindset – My abilities and intelligence are set; I cannot get smarter or better at skills.
 - Growth mindset – With effort, hard work, and learning I can become smarter and better at skills.
 - Say, "What would a fixed mindset look like for the young boy that was learning how to box jump?"
 - Answer: "I am obviously not going to learn how to box jump because I keep falling. It is impossible for me to learn how to box jump, it's just how I am built."
 - Ask the students, "Does this sound silly and ridiculous?"
 - Say, "Now looking at the definition of growth mindset, what would a growth mindset sound like for the child trying to box jump?"

FIXED MINDSET VS. GROWTH MINDSET

Fixed mindset - My abilities and intelligence are set; I cannot get smarter or better at skills.

Growth mindset - With effort and hard work I can become smarter and better at skills.



Exit Intentionally (2 minutes):

- Say, "What is one thing that makes you feel like that young boy learning how to box jump right now?"
 - Give them suggestions like learning a tough math concept, writing an essay in English, etc.
- Say, "What does a growth mindset sound like for you in this situation?"
- In their binder or somewhere they can see it as a reminder, have them write down what the growth mindset sounds like in their situation.

CDHY Board Report

Report from: Rick Hauan

Date: 4/30/2021

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

On April 19, 2021 we reopened WSD for all students/families who desire in-person instruction. Shauna and her team did an amazing job 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 this spring as districts work on reopening schools across the state.

THE BIG NEWS is we received appropriation for our new academic and physical education building.

Now the real work begins. We are so excited to finally be moving forward with the building project. This will have a major impact on deaf and hard of hearing children and youth for generations! CONGRATS to everyone who worked so hard to make this possible. There are so many people who contributed to the approval of this project.

Ongoing meetings

- Executive and Small Agency Cabinet
- Executive Leadership Team meetings
- Education Subcabinet meeting for legislative action
- CDHY/WSD Leadership Team meetings
- Outreach 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 April 2021

- Becky Butz-Houghton, Director of Outreach, B-5 and Rick Hauan met with Jim Hickman and others from DES to locate and tour several facilities for the establishment of our Puget Sound office. We have narrowed the possibilities down to two locations. DES is now developing building plans and lease options which will assist us in making a final decision. We are anticipating moving into our new facilities in early fall 2021.
- Met with Oberkotter Foundation to discuss possible grant opportunities to provide an opportunity to expand early intervention and system enhancement for remote service delivery to deaf/hard of hearing children and their families across the state
- I took spring break off – well mostly. Which was a much-needed break.

- We are working with several regions to expand service delivery options for next school year. This continues to be a challenge as we are also working with districts who are trying to reopen for in-person instruction as well as continue remote instruction for those students who are unable to return to the classroom for a variety of reasons.
- Met with school district personnel in ESD 171 to develop a structure of support for students needing remote instruction as well as itinerant teacher of the deaf and other services across the region
- Continued to work with several ESD Special Education Directors identifying gaps and needs in regions across the state. As a result of the pandemic closures there are changing needs and identified gaps in service as districts strive to meet individual needs of students. Students who are deaf/hard of hearing pose unique challenges due to communication needs.
- Statewide EHDDI Spring Seminar learning community focused on:
 - Deaf/hard of hearing children and youth who have additional disabilities
 - Impacts of auditory access in complex listening environments
 - Parental self-efficacy in the context of early intervention

Enrollment: Enrollment is steady at 111 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. We have 5 graduating seniors, but 3 are electing to return for a second “super” senior year.

Campus Updates: At the time of this writing, the capital budget has not been released, so the status of funding for the new academic building and gym is still unknown. Planning for the mitigation work and demolition is ongoing. Permits are in process. We are on track to bid for contractors May 4th. The final phase 1 (demolishment) schedule is as follows:

- Prebid Meeting: 11 May
- Bid Opening: 27 May
- Construction NTP (notice to proceed): 21 June
- Substantial Completion: 19 November
- Final Completion: 21 December



Academic/Residential Updates: Students are back in classes! Staff did a great job of welcoming students back on Monday. The weather cooperated and it was a beautiful day all around. Currently there are only 2 elementary students and 7 secondary students that are remote. We are expecting one elementary student and one high school student to return in person next week, dropping the numbers of who is staying remote even further. Everyone is adjusting to a new normal and are creative with coming up with new ways of doing things. It has been wonderful to see the students again. Some have grown so much it is hard to recognize them with their facemasks on! All of the cottages are open.

General Updates: Teachers are busy trying to cram what they can into the last few months of the school year. Elementary students are reading 500 books and will get a surprise if they reach their goal. In preparation for this annual event, staff made an awesome video. Make sure to see it on the WSD Facebook page. Two UCSD teacher interns will make their way north to our campus for a short 7-week practicum. One student teacher will be at the elementary level and one at the middle school level. We are excited to welcome them. Track season wrapped up with a bang! All of our students did incredibly well given the circumstances. We now move on to basketball. Girls and boys will play a shortened season this year.

Human Resources
Report to the Board of Trustees
April 30, 2021

Staffing Updates:

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

- On-Call ASL Interpreters: We are recruiting for an on-call trilingual interpreter and have offered one of the unfilled on-call interpreter positions to a qualified candidate.
- STRIVE Teacher of the Deaf: We have received a good deal of interest from qualified candidates for the STRIVE Teacher of the Deaf position posting and interviews began on Friday April 23rd.
- Custodian 1: We have completed interviews for the Custodian 1 position and will be offering the position during the week of April 26th to the most qualified candidate.
- School Psychologist (Outreach): We have recently posted a School Psychologist position for the 2021-2022 school year to serve in the Outreach Program.
- Student Life Counselors: We have completed interviews with candidates to fill two positions for transportation shifts. Positions will be offered to the most qualified candidates during the week of April 26th.
- Fiscal Analyst 3: We have completed interviews with candidates for the Fiscal Analyst 3 position and have offered the position to the most qualified candidate. .

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

- Speech Language Pathologist (SLP): Brooke Mason has accepted the Speech Language Pathologist position and begins her work with us in August 2021.
- Teacher Aides: We are excited to announce that Katie Diiorio and Christian (CJ) Jacobs have accepted the full-time Teacher Aide positions. Both employees are currently working on-campus.
- Substitute Teacher: Aaron Stribling has accepted a substitute teacher position and his appointment was effective April 16, 2021.
- On-Call Teacher Aides: Sherrie Lappe-Brown and Thuy Truong have accepted on-call Teacher Aide positions.
- On-Call Food Service Worker: Jeffrey Roberts has accepted the on-call Food Service Worker position.
- On-Call Interpreter – Heather Parsons has accepted the on-call ASL Interpreter position and we offer another on-call position to a qualified candidate.

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

- Behavioral Specialist (Outreach)
- On-call Student Life Counselors
- On-call Teacher Aides

Employee Assistance::

The Employee Assistance Program (EAP) has offered webinar opportunities to state employees to discuss wellness and concerns regarding diversity, equity and inclusion efforts and to provide an open forum opportunity to discuss matters related to the recent Chauvin trial verdict. This opportunity was offered with captioning services but did not include ASL interpreted services. In order to provide a more equitably accessible opportunity for deaf and hard of hearing state employees, CDHY has offered to

partner with EAP and facilitate a webinar for deaf community members with ASL interpreting services. This is an exciting opportunity for our agency to partner with other agencies and deaf/hard of hearing employees throughout the state. We are currently working on details with EAP and will have more information to share soon.

Committee Efforts:

The Health and Wellness Committee has continued their hard work to provide resources and engage employees by way of newsletters, health and fitness challenges and surveys. The committee is currently working on a spring event and we encourage board members to read the newsletters sent to CDHY email accounts for more information.

The Safety Committee has been meeting monthly to discuss a variety of safety needs and ideas to ensure staff members have the resources and training. The committee recently shared some information and reminders to all employees about proper mask wearing, sanitation efforts and requirements and general information to ensure safety for all per the agency's SafeStart guidelines.

Elena Oseguera and Dawn Smith has volunteered to co-chair the Diversity Equity and Inclusion (DEI) committee and we have several participants from every department. It's be a bit of slow start and resources have been somewhat limited due to DEI trainer availability. Our agency is seeking support and resources from the state and we will have an update for the Board of Trustees soon.



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: April 23, 2021

SUBJECT: March 2021 Monthly Financial Status Report

To the Finance Committee,

For the month of March 2021 the Washington Center for Deaf and Hard of Hearing Youth incurred \$1,528,722 in expenditures compared to a budget of \$1,287,392. Results of operations produced a \$241,330 overspend for the month. The overspend in March stems from additional expenses with preparing the school for fully reopening. The purchase of new equipment, replacement of outdated equipment, additional PPE for the agency, and required maintenance and repairs on the buildings. Currently CDHY is projected to end the year with \$1,891,428 (12.7%) in general fund spending authority remaining.

Revenues for March total \$67,559 which is \$24,259 (35.91%) more than projected. Outreach services have increased as school districts have moved to hybrid models and students are able to have more in-person learning. Forward looking reports indicate that revenue for April will potentially increase compared to March, as COVID-19 restrictions remain lowered for most counties in the state of Washington. However, expenditures will increase as a majority of our students are back on campus. 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.

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
19-21 Projections: Fiscal Year 2021 Projection Summary

Agency Projection Summary:

As of FM: 21 March 2021

Funding & Resources

Segment / Org. Index		General Fund	Pension Fund	CDHY Account	Total Budget	Projected Expenses	Projected Y/E Balance
ACAD	Academic Services	\$4,588,351	\$156,881	\$16,000	\$4,761,232	\$4,668,705	\$92,527
ADMN	Administrative Services	\$1,411,142	\$40,946	\$0	\$1,452,088	\$1,157,797	\$294,291
AGEN	Agency Wide Expenses	\$1,497,386	\$3,414	\$0	\$1,500,800	\$1,177,490	\$323,310
FAMT	Facilities & Maintenance	\$743,954	\$18,410	\$0	\$762,364	\$842,699	(\$80,335)
FOOD	Nutrition Services	\$389,853	\$8,540	\$0	\$398,393	\$297,791	\$100,602
LIFE	Student Life Services	\$2,331,534	\$60,170	\$4,000	\$2,395,704	\$2,299,776	\$95,928
OUTR	Outreach Services	\$2,184,470	\$61,751	\$54,400	\$2,300,621	\$1,684,268	\$616,353
TECH	Technology Services	\$602,083	\$10,312	\$0	\$612,395	\$660,429	(\$48,034)
TRNS	Transportation Services	\$739,904	\$3,576	\$0	\$743,480	\$246,694	\$496,786
Total		\$14,488,677	\$364,000	\$74,400	\$14,927,077	\$13,035,649	\$1,891,428

Funding & Resources

Object Level		General Fund	Pension Fund	CDHY Account	Total Budget	Projected Expenses	Projected Y/E Balance
A	Salaries & Wages	\$8,746,432	\$0	\$0	\$8,746,432	\$8,337,647	\$408,785
B	Benefits & Payroll Taxes	\$3,358,778	\$364,000	\$0	\$3,722,778	\$3,435,802	\$286,976
C	Contracts	\$9,500	\$0	\$16,000	\$25,500	\$3,550	\$21,950
E	Goods & Services	\$2,257,222	\$0	\$6,000	\$2,263,222	\$1,896,088	\$367,134
G	Travel	\$267,799	\$0	\$32,400	\$300,199	\$96,976	\$203,223
J	Capital Equipment	\$81,365	\$0	\$20,000	\$101,365	\$123,804	(\$22,439)
N	Client Services & Benefits	\$647,784	\$0	\$0	\$647,784	\$366,391	\$281,393
S	Agency Reimbursements	(\$880,203)	\$0	\$0	(\$880,203)	(\$1,224,608)	\$344,405
Total		\$14,488,677	\$364,000	\$74,400	\$14,927,077	\$13,035,649	\$1,891,428



Washington Center for Deaf Hard of Hearing Youth
Fund Level Financial Summary
Fiscal Month 21 - March 2021

Expenditure Summary - General Fund

Account Name	Code	Current Month			Year to Date			
		CM Budget	CM Actual	Variance	YTD Budget	YTD Actual	Variance	Remaining
General Fund - Campus	001 *	\$1,124,408	\$1,256,518	(\$132,110)	\$11,396,524	\$9,798,383	\$1,598,141	\$12,332,881
General Fund - Outreach	001 *	\$162,984	\$272,204	(\$109,220)	\$2,136,066	\$1,540,198	\$595,868	\$466,802
CDHY Account	19H	\$0	\$0	\$0	\$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		\$1,287,392	\$1,528,722	(\$241,330)	\$13,584,990	\$11,343,590	\$2,241,400	\$13,211,074

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

CDHY Account - 19H Revenue Summary

Revenue Source	Current Month			Year to Date			
	CM Budget	CM Revenue	Variance	YTD Budget	YTD Revenue	Variance	Accumulative
Outreach Services - By OI *	\$43,300	\$67,559	\$24,259	\$175,200	\$377,408	\$202,208	\$377,408
Academic Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interpreter Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Transportation Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Food Sales	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Facility Rentals	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other - from the admin PI 01100	\$0	\$0	\$0	\$0	\$240,837	\$240,837	\$240,837
Total	\$43,300	\$67,559	\$24,259	\$175,200	\$618,245	\$443,045	\$618,245

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

19H Account Balance Summary

Opening Balance	\$1,772,583
CM Revenue	\$67,559
CM Expenditures	\$0
Closing Balance**	\$1,840,142

**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 21 - March 2021
Expenditure Summary

Organizational Component	Current Month			Year to Date			Unspent	Unspent%
	CM Budget	CM Actual	Variance	YTD Budget	YTD Actual	Variance		
Academic Services *	\$398,269	\$404,452	(\$6,183)	\$3,554,258	\$3,429,284	\$124,974	\$1,315,948	27.7%
Administrative Services	\$119,084	\$88,457	\$30,627	\$1,096,476	\$851,316	\$245,160	\$600,772	41.4%
Agency Wide Expenses	\$77,921	\$84,898	(\$6,977)	\$757,153	\$899,901	(\$142,748)	\$600,899	40.0%
Facilities & Maintenance *	\$64,975	\$76,194	(\$11,219)	\$567,614	\$593,149	(\$25,535)	\$169,215	22.2%
Nutrition Services	\$41,833	\$28,976	\$12,857	\$323,802	\$201,435	\$122,367	\$196,958	49.4%
Student Life Services	\$204,026	\$221,069	(\$17,043)	\$1,776,598	\$1,700,273	\$76,325	\$691,421	28.9%
Outreach Services	\$162,984	\$272,204	(\$109,220)	\$2,136,066	\$1,540,198	\$595,868	\$727,503	32.1%
Technology Services *	\$39,728	\$43,325	(\$3,597)	\$487,814	\$469,086	\$18,728	\$143,309	23.4%
Transportation Services *	\$15,588	\$45,802	(\$30,214)	\$696,743	\$113,741	\$583,002	\$629,739	84.7%
Total	\$1,124,408	\$1,265,377	(\$140,969)	\$11,396,524	\$9,798,383	\$1,598,141	\$5,075,764	34.1%

* 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.



Monthly Financial Status Report – March 2021 FM21

Managements Discussion and Analysis

Fund Level Analysis

001 – The General Fund

CDHY's general fund resources total \$1,287,392 for March 2021. Expenditures for the month total \$1,528,722, creating an overspend of \$241,330. Fiscal year to date the general fund has accumulated a positive budget balance of \$1,598,141 and is projected to end the fiscal year with a positive \$1,891,428.

Year to date the general fund as recovered \$671,766 in expenses. In the most current month \$63,447 in expenditures were recovered, all of which are related to statewide outreach programs.

19H – CDHY Account

The CDHY account recorded no expenditures in March and \$67,559 in revenues. Revenue collections have dropped substantially when compared to last year, but are increasing due to the virtual instruction being reduced to a minimum. Consulting services revenues will continue to increase along with some increase on academic services.

19H Account Balance Summary

Opening Balance	\$1,772,583
CM Revenue	\$67,559
CM Expenditures	\$0
Closing Balance	\$1,840,142

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 2021.

03K – Industrial Insurance Premium Refund Account

The 03K account will not be used in fiscal year 2021.

651 & 800 – Pupil & Trust Accounts

Pupil and Trust accounts represent donations and student funds held in the trust by the state as a regular course of business. These accounts include donations for students and staff activities, grants held for specific purposes, student's lunch money, and other school related club accounts (athletic, performing arts, etc.). In March the Pupil and Trust accounts deposited \$663.80 and withdrew \$1,618.09. Currently these accounts have a balance of \$228,121.53 as of March 31, 2021.

Organization Level Analysis

Facilities and Maintenance.

Facility repair and maintenance expenses have exceed budget estimates this year and are projected to end the year at \$80,335 over budget. This overage is caused by revised cottage repair project costs, additional maintenance required for reopening of in-person learning.

Technology Services:

The technology services segment has an increased need for new equipment, replacement of outdated equipment and updated service contracts. The current budget has a surplus of \$18,728, however it is projected to end the year with an overspend of \$48,034. The agency does have sufficient funds to cover the overspend.

Transportation Services.

Transportation services have shown a massive budget surplus due to the prior virtual instruction removing the need to bus students to the WSD campus daily. As COVID-19 restrictions have been reduced, campus is reopening and there will be an increase of transportation costs as we move into in-person instruction again. This program is projected to end the year with a budget surplus of \$496,786.

Program Level Analysis

Note: Most program indexes are experience material budget underspends due to virtual instruction and a reduced student presence on campus. The following program level analysis will only focus on program budget with a material overspend of their budget.

02600 – Facilities Administration

This department has a negative \$25,535 budget balance fiscal year to date. The bulk of this overspend is related to supply and repair purchases.

02290 – Related Services

This department has increased contracted services for speech language services and as a department will end the year overspent. There are sufficient resources in the overall ACAD program to offset the current overspend.

Object Level Analysis

A – Salaries and Wages

The budget for salary and wages for March is \$742,360. Expenditures for the same time period are \$734,706 which is a \$7,654 overspend. Overtime as a percent of classified staff salary is less than zero percent (goal is less than 2.0%). The below table offers additional detail related to payroll costs. The current budget performance is within an acceptable range and should continue this trend throughout the year.

Pay Category	Budget	Expenses	Variance
Higher Education Classified	\$ -	\$ 92	\$ (92)
Overtime and Call-Back	\$ -	\$ 2,849	\$ (2,849)
State Classified	\$ 661,212	\$ 625,301	\$ 35,911
State Exempt	\$ 81,148	\$ 106,463	\$ (25,315)
Terminal Leave	\$ -	\$ -	\$ -
Grand Total	\$ 742,360	\$ 734,706	\$ 7,654

B – Benefits and Payroll Taxes

Benefits and payroll taxes has a budget of \$310,660 for March. Actual benefits expenses of \$289,988 resulted in an underspend of \$20,662.

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 \$96,130. Expenditures for goods and services total \$104,125 creating overspend of \$7,995.

G – Travel Expenses

Travel expenditures for the month total \$13,920 out of a budget of \$14,108. Travel expenses continue to be under budget as virtual instruction and consultations have greatly reduced the need the travel.

J – Capital Outlays

Equipment purchase exceeded budget by nearly \$6,400 in the most current month.

N – Grants and Benefits

This category incurred \$66,669 in expenditures in March which is \$57,711 overspend. Year-to-date this object has a positive budget variance of \$498,414. This category is expected to come in under budget at the end of the year due to limited transportation needs.

S – Interagency Reimbursements

CDHY recovered \$63,447 in expenditures in March. The recoveries are from WSDS and the interpreter mentor program.

End of Managements Discussion and Analysis

CDHY Board of Trustees Meeting

Outreach Report: Early Childhood, Birth-to-5

Report from: Kris Ching Date: April 21, 2021

Home Visit Rating Scale HOVRS Training for Early Intervention Provider Agencies – 4 Part Series April 7, 14, 21, 28

ESIT is continuing to build statewide capacity toward full implementation of selected sections of the HOVRS. This year's contract with ESIT requires providers begin attending training for the tool. ESIT program has identified the HOVRS as a valuable tool to support professional development for direct service providers as well as overall program improvement. This assessment tool encourages providers to use evidence-based practices to engage parents in supporting their children's early development. Kerianne Christie and Kris are attending.

Outreach Team Meeting April 13 9-10am

CDHY Outreach Team meets monthly (K-12 consultants also meet monthly and Birth-5 consultants twice a month).

- Jessica Sydnor presented on the current Public Records Request with Q&A
- Tim VanderPloeg wrapped with his Agent for Change mentorship with Erica Pedro for his leadership program at WSUV. He focused on the CDHY Cloud and how it could be improved for better access and capacity for documents pertaining to consultations and evaluations.
- Rick shared updates about properties he and Becky Butz-Houghton looked at for the new outreach office space. They looked at 2 locations in Federal Way, which is off I-5 and not far from SeaTac airport. DES will be exploring next steps on one of the locations.
- Outreach will stop accepting new requests for services May 17 to allow time for scheduling, report writing, and school year wrap up.

State Interagency Coordinating Council (SICC) DCYF-ESIT: Public Policy Committee Meeting April 14 2:30-4pm (Kris)

The Public Policy Committee meets monthly. The group follows legislative sessions specifically related to early childhood services. Both items will include legislation and rules - State Policy Amendment, Policy, and WAC involvement. Laurie Thomas, Part C Coordinator and ESIT Administrator, presented on the goal of putting in place a Medicaid State Plan Amendment (SPA) that supports best practice early intervention codes and expanded provider types. This would include education services, such as CDHY's home visit services for birth-5 (including early childhood TODs, Family Engagement Specialist, and SLP. Laurie shared ESIT's proposed plan that considers data systems, workforce training needs – including credentialing and licensure for different birth-3 provider types, finance systems, accountability, stakeholder engagement, etc.

Updates CDHY Birth-5 Team:

- Home Visit services continue to be provided virtually, mostly Zoom. As families are requesting in-person service, we are working with FRCs from birth-3 provider agencies on their re-entry plans. In-person home visits will likely take place outdoors or in a controlled environment at a school site or early childhood program. A handful of families are requesting in-person services. We are working with FRCs on family by family basis.
- Kerianne Christie has been providing PD to the CDHY birth-5 team members on the position statements from the Joint Commission on Infant Hearing (JCIH). Keriane also presented at the Birth-3 Deaf/HH PLC meeting in March. There is movement for WA to adopt JCIH best practices and guidelineswe will be taking this idea to the EHDDI Advisory Council and ESIT. Thank you Kerianne for your leadership on this topic and important goals for WA.
- Becky Butz-Houghton is starting to transition to the birth-5 outreach director role, as she wraps up the final few school psych evaluations for outreach.

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

Report by Carol Carrothers

Date 4/23/21

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

Professional Development Opportunities: March 23 Culture of Self Care for Educators March 30 Deaf Culture Part II with Krissy Walker and Shawn Broderick, April 13 Who does What by Charlene Williams looking at the role of the teacher vs interpreter vs student. April 20 It all Connects Audiology with Kevin Peterson, Kalani Cox and Sarah Cedar. (all are recorded and will be available on our website)

For all educational interpreters, April 10 Paul Glaser presented on Use of Space in Social Studies and Geography; April 19th Richard Jacobs presented Understanding the foundation of Spatial Agreement.

Family Camp is May 1st, Virtually. We have Bingo, Art, Science Demo, meeting and chat with volunteers, campfire story telling for children and a State of the State presentation by Rick.

Attended ESD 105 (Yakima) and 123 (Pasco) meetings, introduced Erica.

Consulting with Tukwilla, Pasco, Colville, Oroville, Central Valley, Seattle, and ESD 171.

Teaching ASL to families continues once per week for 8 families.

Social Groups meet twice a month. The next one April 26th.

What is on your horizon (include dates)?

More professional development through May, Social Groups, ASL Family Classes continue through May

Describe how you plan on collaborating and with whom?

Informational Items

Washington School for the Deaf

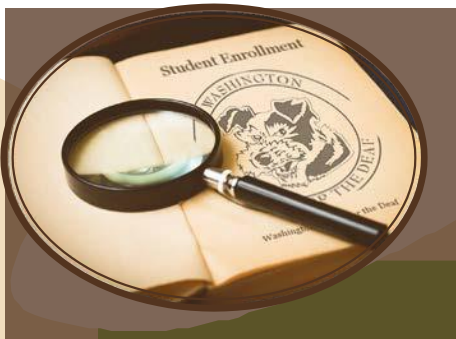
Enrollment Information

Month: As of April 23, 2021

School Year: 2020-2021

Elementary: 50 Middle: 20 High: 41 Enrollment: 111

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



WSD