

Washington Center for Deaf and Hard of Hearing Youth



June 11, 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 – Action Item
- Reports
 - Director – Rick Hauan - To be provided at meeting
 - Superintendent – Shauna Bilyeu
 - Human Resources – Jessica Sydnor
 - Business Office Director – April Jacobus
 - Outreach – Carol Carrothers, Erica Pedro
- CDHY Academic & Student Well-Being Recovery Plan – Action Item
- Policy Review– Action Item
 - Diversity, Equity and Inclusion policy – 1st read

Washington Center for Deaf and Hard of Hearing Youth
Board of Trustees Meeting
June 11, 2021

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

Join Zoom Meeting

<https://us02web.zoom.us/j/83310982788>

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 April 30, 2021 and May 21st, 2021 Board Meetings. - Action Item |
| 10:15am | Reports: <ul style="list-style-type: none">○ Director - Rick Hauan - To be provided at meeting○ Superintendent – Shauna Bilyeu○ Business Office Director – April Jacobus○ Human Resources – Jessica Sydnor○ Outreach – Carol Carrothers, Erica Pedro |
| 11:00am | CDHY Academic & Student Well-Being Recovery Plan – Action Item |
| 11:30am | Policy Review – Action Item <ul style="list-style-type: none">○ Diversity, Equity and Inclusion Policy – 1st read |
| 11:45am | Discuss Board Retreat for Summer – Action Item |
| 12:00pm | 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 June 9 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**
April 30, 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	
April Jacobus	Director, Business Operations	X	
Jessica Sydnor	Director, Human Resources	X	
Kris Ching	Director, Outreach, Birth-5		X
Becky 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
Kalani Cox	Director of Audiology
Haley Brown	Outreach
Randall Smith	Former Student
Alina Auv	Fiscal Analyst 3

Board Business

Nancy Fitta, chair, called the Board meeting to order at 10:02. It was determined a quorum was present.

Nancy Sinkovitz gives proxy vote to Nancy Fitta

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

No changes noted by the Board members

Erica Rader indicated she did change the year on the minutes to reflect 2021

Wes moved to approve the March 26, 2021, meeting minutes with the change described. Allie seconded the motion. Sidney abstained. Nancy Sinkovitz voted via proxy through Nancy Fitta. The motion passed.

Sidney informed the Board that her current term will expire in June. Sidney indicated after 19 years of service with the Board she will be stepping down as a Board member when her term ends. She expressed her gratitude and love for all the work she has been a part of during her time on the Board. She thanked everyone for allowing her to be a part of the Board.

- Q. Allie inquired if she was still remaining at Green River College, and if she could still use her as a resource.
- A. Sidney indicated she is still going to remain at Green River College and told Allie she will always be a resources as long as she is there.

Nancy Fitta thanked Sidney for everything she has done in giving back to the children in the state of Washington.

Shauna thanked Sidney for everything she has done for WSD in her time on the Board.

Char and Nita joined the Board meeting at 10:14am

Nita indicated how much she will miss Sidney and thanked her for her service.

Rick indicated he has worked closely with Sidney over the years. He expressed how much her devotion to children will be sorely missed.

Director's Report

Rick Hauan, Executive Director

Q. Nancy inquired about Rick and Becky's meeting with Jim Hickman, DES, for the new Puget Sound area Outreach facility.

A. Rick reported that following a partial roof collapse last fall at the Madison building which was provided by Tacoma Public Schools we needed to find a new office location. We have been working with Jim Hickman, Property and Acquisition Specialist, RFP Coordinator, Real Estate Services Washington State Department of Enterprise Services to find a new building for Outreach. We have narrowed the search down to 2 buildings. Both located in Federal Way, WA. Each facility is approximately 3850 sq. feet. One building will need less modifications, is currently nicely configured and already has some nice features that would be left by the current tenant. Both locations would allow for office space, multiple training and meeting rooms and could be used for board meetings in that location. We are very excited to set up our Puget Sound region office. Rick indicated both locations are located near the major transportation hub for South King County and is less than 1 mile from the facility.

Q. Nancy Fitta inquired when we anticipate the opening of the new building?

A. Rick indicated right now we are hoping to open the facility in early fall. As we are just beginning the negotiations with landlords, we do not have a firm date for opening this new facility.

Rick informed the Board CDHY received funding for the new academic and physical education buildings. We were allocated \$49.6 million for our capital project. We are super excited for this new chapter in our history!! WSD/CDHY has been working on this since 1999. He thanked the Board for all the work they have put in to help make this happen.

Q. Nancy Fitta indicated how excited she is that we have been approved for the new buildings. She inquired of when the governor will sign off on the budget?

A. Rick indicated he should be signing off on the final budget in the next couple weeks and stated our governor strongly supports our agency and our new building. It truly took many individuals to turn this dream into a reality. Now the real work begins.

Allie expressed how proud she is of our governor and the work he has done. She has expressed her pride recently to the Indiana School for the Deaf leaders.

Rick gives a shout out to the Director for the Indiana School for the Deaf. They are an amazing agency and they do great work.

Superintendent's Report

Shauna Bilyeu, Superintendent

Shauna let the Board know things are moving along for demolition. She also informed the Board that she will be meeting with the National Historic Register to have Northrop Elementary building be put on the National Historical Register. We got the paperwork last week and shared it with the alumni.

Shauna also reported how great it is to have kids back on campus for in-person learning. We are still following COVID protocols, but as of April 19, 2020, all students have been invited to full in-person learning.

Human Resources Report

We have been moving along with recruitment. We have hired Heather Parsons and Macey Hines as On-Call Interpreters. We hired two On-Call SLC Transportation Monitors, Katasha Walker and Maj Lesti. In the Business Office, Alina Auv accepted a promotion from her Fiscal Analyst 1 position to the vacant Fiscal Analyst 3 position created when April Jacobus was promoted to the Director of Business Operations. We will be recruiting for a Fiscal Analyst 1 (FA1) position soon to fill the vacancy left by Alina. Jessica indicated we anticipate more recruitment for on-calls in various departments in the near future. We will work on staffing on the long term and will work with April Jacobus to make sure we are in alignment with budget allocations for funded positions. Food Service and Custodians need some additional staffing due to changing staff and increased need following reopening.

Jessica informed the Board of our many committees which are progressing nicely since our reopening. The Health & Wellness, Safety Committee and DEI Committee's are meeting and making good progress. We will be partnering with the Employee Assistance Program (EAP) to help with interpreting services for our deaf community so they will be able to participate in webinars and Q & A's sessions provided by EAP.

Business Office Report

April Jacobus, Director of Business Operations

- Q. Nancy inquired what agency reimbursements are.
- A. April indicated we get reimbursements from OSPI, different grants, etc. to help offset line items.
- Q. Nitta inquired if we were eligible to receive Elementary and Secondary School Emergency Relief (ESSER) funds.
- A. April indicated we did get ESSR funds. We qualified for the first round of funding. The second round was linked to Title 1 dollars, and we are not designated as a Title 1 school. April reported we have a substantial fund balance for this current fiscal year and are currently working to identified one-time expenditures that could meet unmet needs at this time. She is working with each department on their needs so we can order items which must be on campus by June 30, 2021, which is the end of the fiscal year.

April indicated we are in a very healthy fiscal position for our next biennium. For the 2021/2023 biennium we will have around \$14.7 million, and the 2023/2025 biennium we should have around \$14.9. April informed the Board she is working with OFM to develop a new chart of accounts to follow allotment and expenditures by work group for the coming biennia. April also indicated the Interpreter Mentor Program is now fully funded directly through apportionment, rather than the contract with OSPI to fund this activity. We will continue to work with OSPI to report outcomes through other grant activities.

April introduced Alina Auv to the Board as the new FA3. She is very excited to start training Alina in her new position.

Alina indicated to the Board that she is looking forward to working with the Outreach Team and learning the contracting and grant processes which helps fund Outreach activities.

Outreach Report

Kris Ching, Outreach Birth-5; Becky Butz-Houghton, Outreach Birth-5

Kris is not present at the meeting. Becky is present and answers questions.

- Q. Nancy inquired of Becky what the acronyms HVRS and WSU-V stand for?
- A. Becky indicated HVRS is Home Visit Rating Scale and WSU-V is Washington State University-Vancouver.

Nita Kamphius indicated she was on a recent call with Cathy Corrado, Literacy Specialist for CDHY. She stated Pasco School District is planning for next year and beyond following the resignation of one of the Teachers of the Deaf. Nita indicated she greatly appreciates and values the expertise and ability to share resources through the Outreach team.

Carol Carrothers, Outreach K-12; Erica Pedro, Outreach K-12

Carol is not present at the meeting. Erica Pedro is present and answered questions.

- Q. Allie indicated that she sees more of a need to expand Outreach and inquires how the Board can assist. Should we start the ground work now and look for more funding?
- A. Erica indicated we are in discussions right now about your questions and it all depends on the budget. We have been talking with April on hiring different positions in the Outreach Team. There is a vacancy for a Behavioral Specialist as well as a School Psychologist created when two staff moved into new positions. We also have a need for an ASL Specialist.
- A. Rick indicated in the last 2 weeks we have had three ESD's reach out to request additional support from us for the coming school year. There are a lot of schools needing support and don't know where to begin looking for the resources. By talking with the Educational Service Districts as a group

it helps us develop a plan for future growth and development. We have been reviewing current service levels and planning for meeting expanding needs as we provide services in a more robust way based on needs at the local level.

Kalani Cox, Director of Audiology

Kalani presented a PowerPoint presentation (see attachment appendix A) on the new mobile audiology program we are currently pursuing. Kalani indicated the van has been ordered. Once we get the van built, we will be able to deliver audiology service across the state to deaf/hard of hearing children and their families. The van will have a Pacific Northwest Theme to it and will be fitted to meet the needs of our state. Kalani indicated she is hoping to start rolling out educational audiology services as soon as early 2022.

Nita Kamphius indicated she will be interested in accessing this program for her region when it becomes available.

Rick applauded Kalani's work in this project. This activity supports system strength and service delivery for the work across the Outreach department and will help meet the needs of deaf and hard of hearing children and their families across the state of Washington.

Shauna presents a video to the Board of current campus life

Shauna shared with the Board a video Josh Olson made during school. Due to COVID restrictions, Board members have not had the ability to see our classrooms in operation this year. This video presented a glimpse of the great work happening in our school and let us see some of the kids on campus.

- Q. Nancy Fitta inquired how graduation is going to work. Should we meet in person in June or remain virtual.
- A. Shauna indicated Graduation will be in person but will be limited to families only. Shauna invited Nancy to come present, but let everyone know that we will be live streaming the graduation for all to watch.
- A. Rick indicated an in-person Board meeting would not be a good idea due to the rise of number across the state. We should remain remote at least through the June meeting.
- Q. Wes inquired if we need to look at a Board retreat in the summer?
- A. Rick we should definitely look at a multi-day meeting to design a new path forward and work on a new strategic plan.

Erica will put on June agenda for discussion of a Board retreat.

Executive Session

Board Chair, Nancy Fitta announced the Board would be moving into Executive Session. Ms. Fitta stated "It is 11:43am 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) (g) "...to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee," and RCW 42.30.110(1)(i) " ... to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency."

Board entered Executive Session at 11:43am

Board re-opened into open session at 12:22pm

PUBLIC COMMENTS

Randall Smith gave public comments regarding Camp Taloali. Camp Taloali serves deaf/hard of hearing youth throughout the Northwest. Randall indicated the camp has been in operation in Stayton, Oregon since 1973. Randall indicated he looks forward to participation from WSD in the future. Randall let the Board know that Camp Taloali will be re-opening for registration soon after being closed in 2020. He encouraged people to reach out to your deaf and hard of hearing youth to register. Please let anyone know that would like to help and volunteer. Randall assured the Board Camp Taloali is following all current COVID protocols.

- Q. Nancy inquired if Randall will send the camp information out to someone so we can disperse it accordingly.
- A. Randall indicated he can send to Erica Rader for disbursement to the Board members if that is ok.

Erica indicated once she receives the information from Randall she will forward to all Board members and Executive Leadership Team.

Nancy Fitta thanked Randall for his comments and the great work he is doing.

Adjournment

Seeing no objection, the meeting adjourned at 12:28pm

Nancy Fitta, Chair
CDHY Board of Trustees

Richard Hauan
CDHY Executive Director

Date

Date

Appendix

A



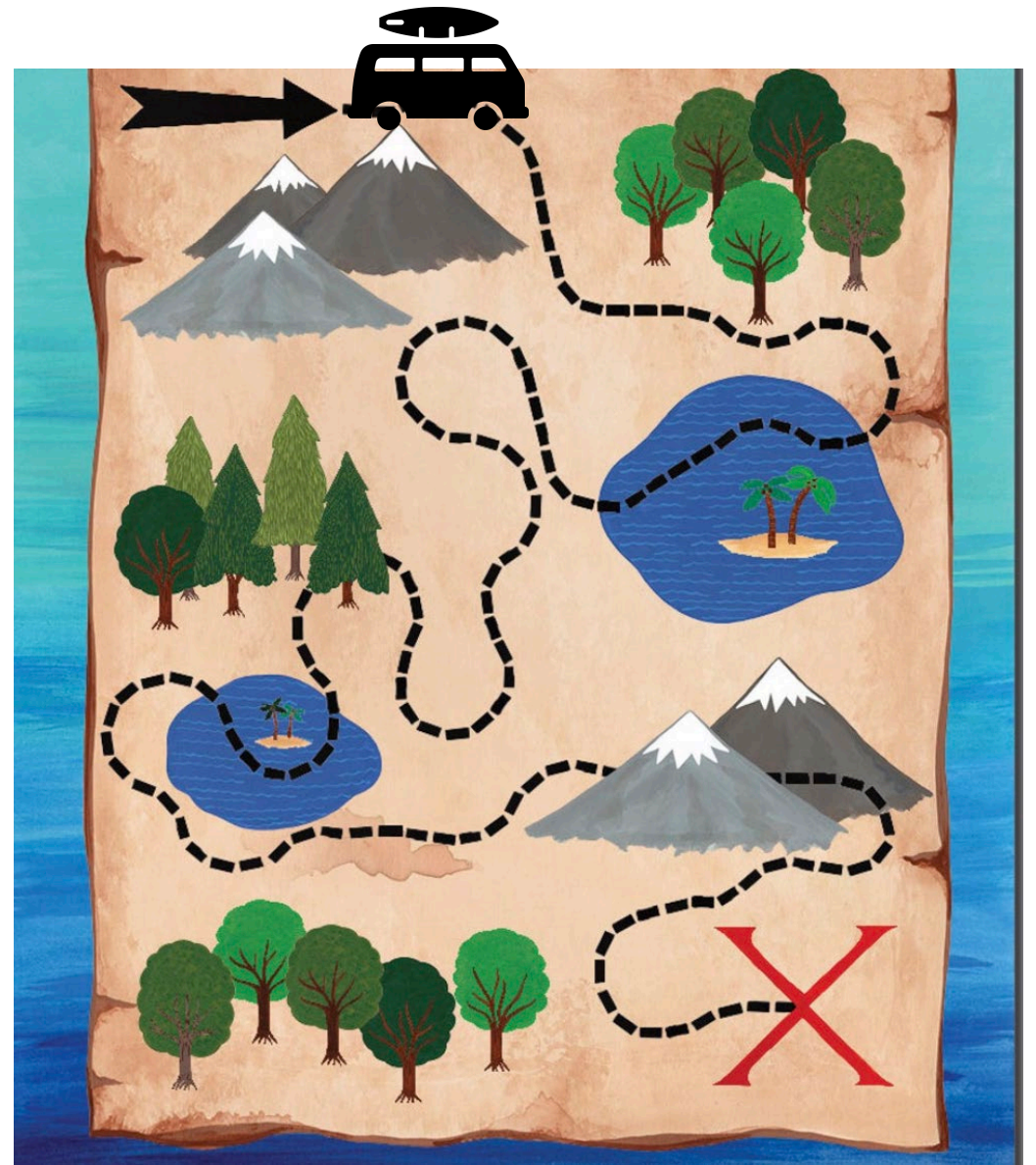
Washington Mobile Audiology Program

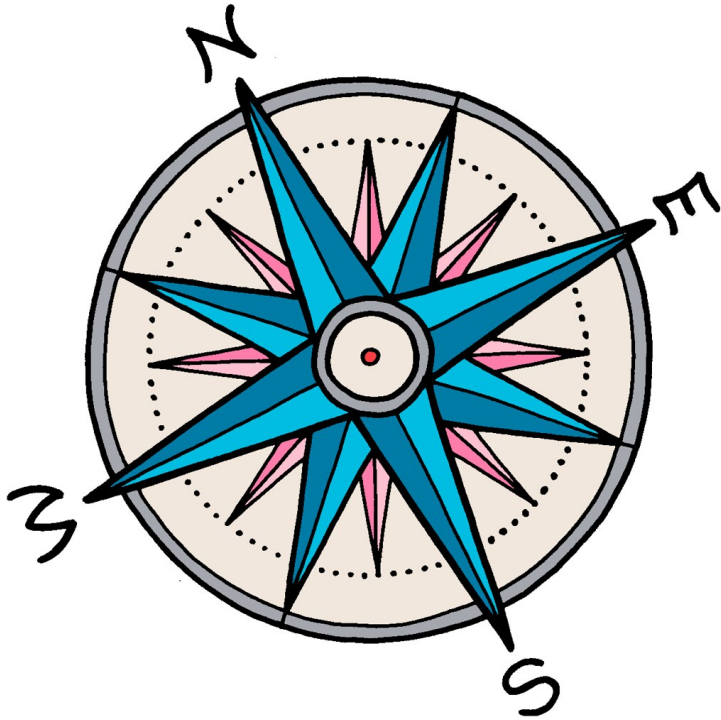
Kalani Cox, Au.D., Director of Audiology

M.A.P.



Washington





Helping students and families navigate their journey

By traveling to children and families in need of pediatric audiological care, we aim to eliminate barriers to effective intervention so every child can have equal opportunities. By providing diagnostic services to students and families, we are able to alleviate distance, time and financial burdens that create barriers to timely care.

MAP Services

Birth-3

- Newborn hearing screening follow-up (OAE/ABR)
- Diagnostic non-sedated Auditory Brainstem Response (ABR) evaluations
- Diagnostic behavioral testing (VRA/CPA)
- Middle ear analysis
- Hearing aid management (programming, troubleshooting and verification)
- Earmold fabrication and modification
- Cochlear implant management (programming, mapping and troubleshooting)
- Family education
- Community outreach
- IFSP team support
- Transition support (children entering K-12 system)
- Management of hearing screening programs for Head Start and Early Childhood Education Programs

K-12

- Comprehensive diagnostic behavioral testing (CPA, Conventional)*
- Diagnostic non-sedated ABR evaluations (for children unable to participate in behavioral assessments)
- FM/DM and other ALD management (recommendations, set-up and troubleshooting)
- Functional Listening Evaluations
- Consultative services to school districts and Audiologists
- Evaluation and IEP team support
- Audiological counseling for students/families
- Transition Support (for students exiting K-12 system)
- Coordination of care
- Management of hearing screening programs school districts

Mission

To improve language and literacy outcomes for deaf and hard of hearing children living in WA by educating parents and providers about the potential impacts of hearing loss, auditory deprivation and language deprivation.

Ensure children and families are informed about all opportunities and resources available to them, empowering them to make informed decisions to create a language-rich home.



Goals

To ensure families have equal access to audiological services no matter where they live in Washington

To ensure the overall rate of children lost to follow-up goes down and does not disproportionately affect children in rural areas

To ensure d/Deaf and hard of hearing children in Washington achieve age appropriate language and literacy skills

To ensure school-aged children receive timely ongoing care and management



Who's Eligible?

Children birth through 21 years of age

Children living outside of major cities that lack audiological care near their home

Children that require specialized services that can't be provided by their local clinic

Washington public school districts interested in contracting

Students attending WA State Tribal Education Compact Schools (STEC) and Tribal Schools



Collaboration with State Stakeholders

Agency Partners

WA State Dept of Health (DOH)
and the dept of Early Hearing
Detection and Intervention (EHDI)

Department of Early Learning
(DEL)

Early Support for Infants and
Toddlers (ESIT)

Seattle Children's and other
hospitals and clinics

Washington State Native American
Education Advisory Committee
(WSNAEAC)



Researching Other Program Models

Georgia Mobile Audiology

Meeting the needs of Georgia's Children



Georgia Mobile Audiology provides comprehensive audiological testing and services, including family education, to children who do not have access to pediatric audiologists due to a shortage of these professionals in the state. With our new, fully equipped mobile audiological clinic, we will be able to serve children of all ages from 0-22 and engage with families and professionals in areas that are not currently fully accessible. We are collaborating with the Georgia Public Library Service Directors, Dept. of Public Health, and various school systems to reach the highest need areas across the state.



In response to COVID-19, a Georgia non-profit started a hearing aid battery program for children in need; they asked Mobile Audiology to distribute the information through our network. We were able to help over 350 Georgia families since the stay-in-place order began. To the left is a map of family requests for batteries. The entire program was completely online and batteries delivered directly to front doors, so families didn't have to risk leaving their homes just to make sure their kids could hear.



GMA Calendar 2021



Mobile Clinic (Truck)	Screenings & Tele-Audiology
Coastal Plains RESA (Lenox/Valdosta, GA)	Coastal Plains
Heart of Georgia RESA (Dublin, GA)	Heart of Georgia RESA
NW & North Georgia RESAs (Dalton, GA)	NW & North Georgia RESA
Southwest RESA (Albany, GA)	Southwest RESA
Pioneer RESA (Gainesville)	Pioneer RESA
Okefenokee RESA (Waycross, GA)	Okefenokee RESA
Metro Atlanta	Metro Atlanta
NO TRAVEL DAY/WEEK	

Nov 2020						
S	M	T	W	T	F	S
1	2				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					

Dec 2020						
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		

Jan 2021						
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					

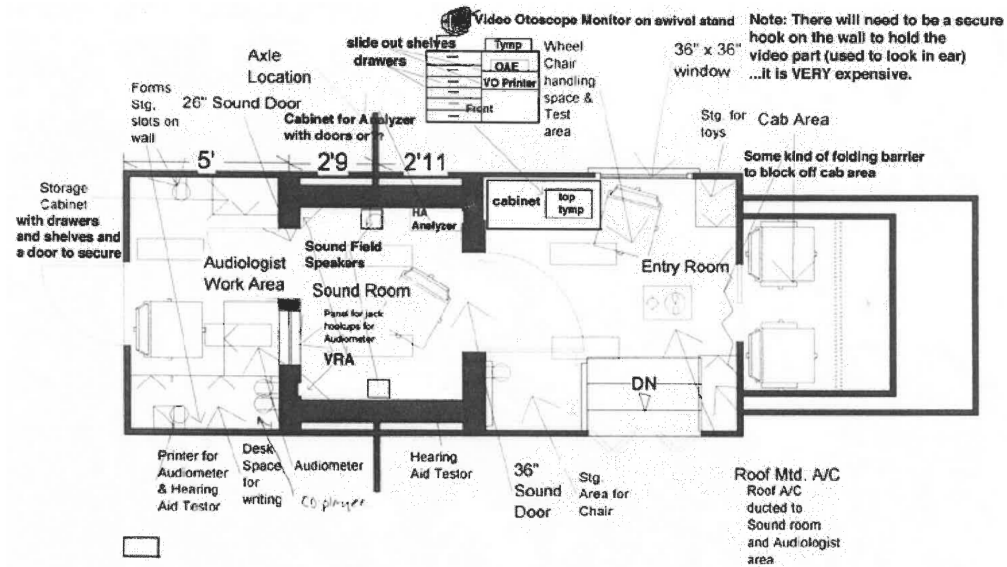
Quick Facts:

- GMA provides audiological services free of charge to children and families in Georgia, support for family education on hearing loss, and family navigation services
- GMA will conduct screenings (or assist in screening) children who have been referred for special education. (GMA does not conduct mass hearing screenings for school districts)
- GMA has contracts with several RESAs and partnerships with GA Public Libraries and GA Dept. of Public Health's infant testing program.
- GMA conducts some services via tele-audiology and/or virtual services. A program requesting services may be asked to provide an on-site staff member to facilitate



Researching Other Program Models

ESD₁₁₂ & Utah School for Deaf and Blind Audiology Programs



ESD 112

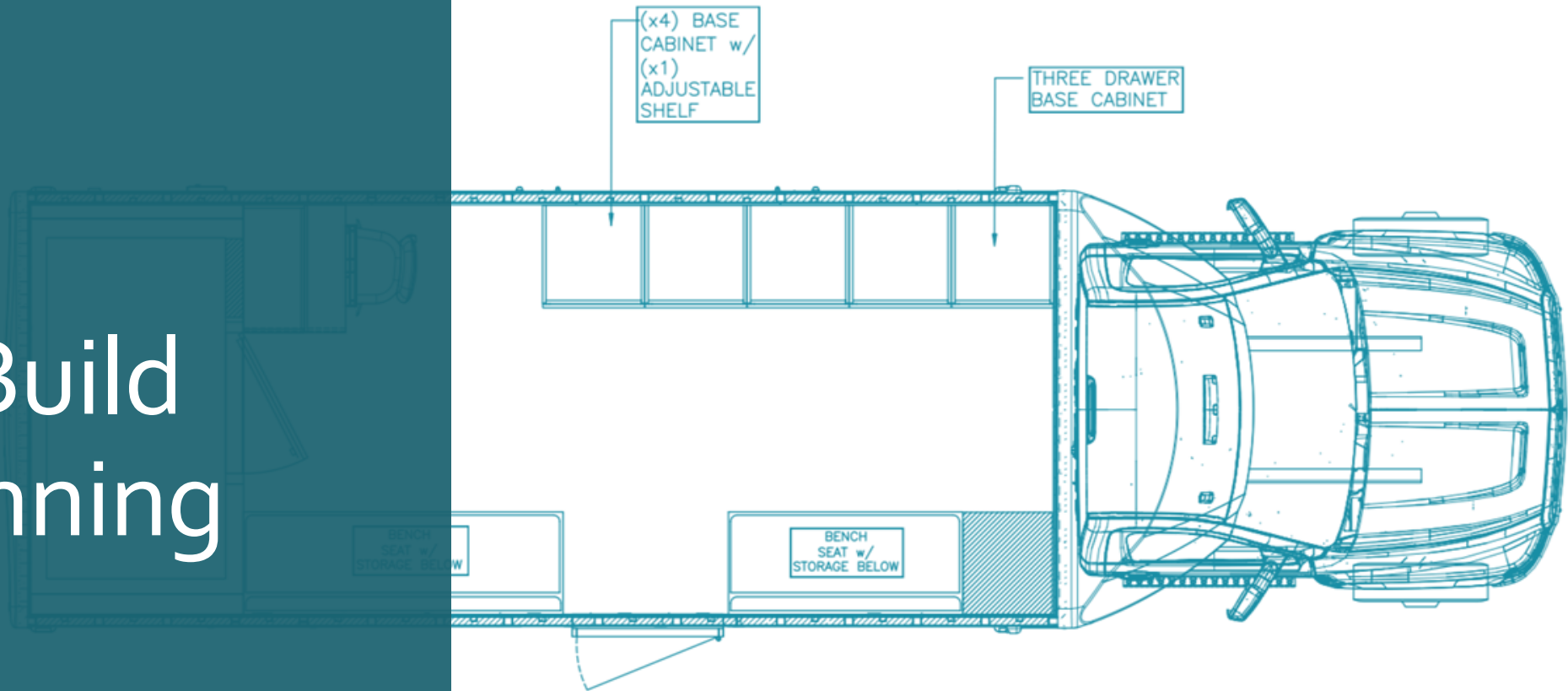
<https://www.esd112.org/special-services/audiology/>

USDB

<https://www.usdb.org/programs/deaf-and-hard-of-hearing/audiological-services/>



Van Build & Planning



MOBILE HEALTHCARE MODEL'S OVERVIEW



Rear-Engine (Diesel)
Custom Coach



Front-Engine (Diesel)
Custom Coach



Motorhome (Gas)
Conversions



Truck (Diesel)
Conversions



Truck (Gas)
Conversions

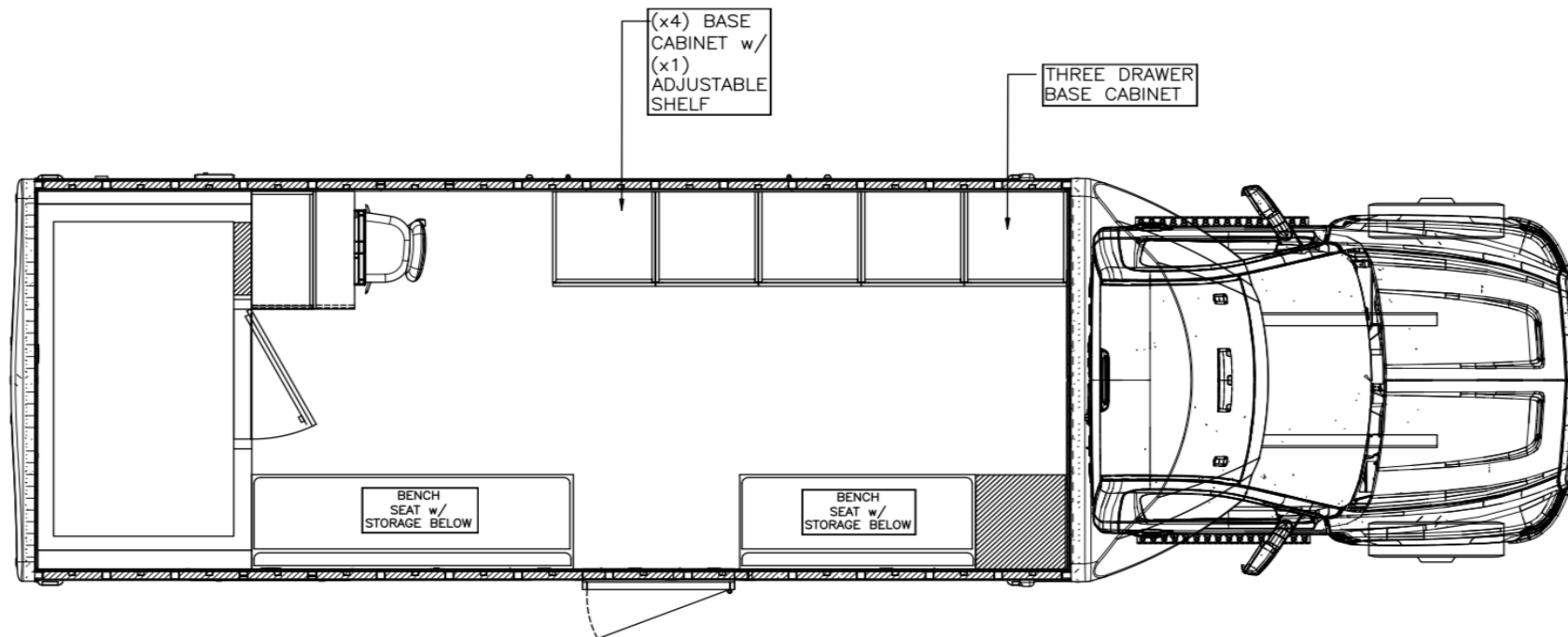


Sprinter Van (Diesel)
Conversions

We offer a large variety of platforms, for custom build to meet the unique requirements of our customer's programs.



Matthews Specialty Vehicles
Michelle Shupe, Account Executive
211 American Avenue Greensboro, NC 27409
Phone: 336-297-9600
Email: mshupe@msvehicles.com



PRELIMINARY CONCEPT DRAWING

THIS DRAWING IS FOR QUOTE PURPOSES ONLY.
ENGINEERING INTERVENTION IS NECESSARY FOR
FINAL LAYOUT BEFORE PRODUCTION BEGINS.

PLAN VIEW

- ☐ Approved as drawn with NO changes
☐ Approved as drawn with noted changes

Signature _____

Date _____

CENTER FOR CHILDHOOD
DEAFNESS AND HEARING
LOSS



101 S. SWING ROAD
GREENSBORO, NC
27409
1-877-905-4678
www.msvehicles.com

SHELL: CV515 w/ 20' BOX

REQUESTED BY: M.SHUPE

DATE: 01/14/2021

REVISION: _____

DRAWING NUMBER: BID DRAWING

SCALE: 3/8" = 1' 0"

REVISION DATE: _____

PROPRIETARY DRAWINGS

THE VEHICLE DEPICTED FOR CONSTRUCTION IN THESE
DRAWINGS IS THE PROPERTY OF MATTHEWS SPECIALTY
VEHICLES AND NOT TO BE USED FOR ANY OTHER CONSTRUCTION.

Sheet:

1

Upfitting Considerations

Awning for families to wait under while kids are being tested

External TV mount with jacks for outside the van under the awning (to play informational video about CDHY, our mobile audiology program, EI process, communication opportunities, resource info, etc.)

A box to be built around the audiometer to hold it in place (it can mess up the calibration or break the equipment if moves too much or falls)

Boat clamps/latches for the cupboards and drawers (road vibration will cause them to open and items to fall out)

Built in garbage can that slides out from a bottom cabinet

4 to 6 12v Outlets strategically placed based on our final layout

Generator and Shore Power Options (must be 12v compatible and able to connect to a long extension cord to plug in at schools, libraries, etc.) and Possible Solar Prep.

Handicap Accessibility (lift or ramp with grab handles)

Electric AC/Heat, additional battery

Bench style seating with black pleather/vinyl cushion seating (takes up less space, can open top for storage underneath, easy to sanitize, more functional)

Roof Rack with cross bars and cargo box (for additional storage of items)

Safety and security features such as satellite navigation, back-up camera, high quality alarm with motion sensors

Specially designed wrap for exterior body.

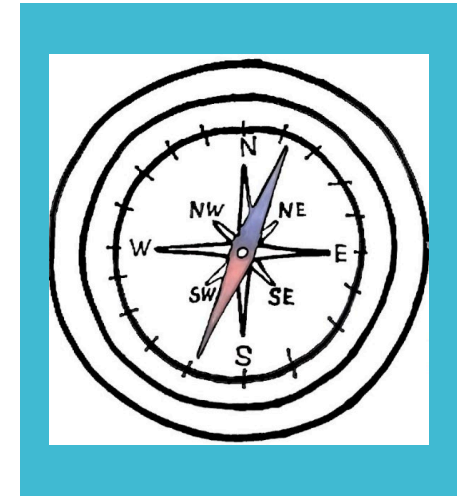
Design Elements

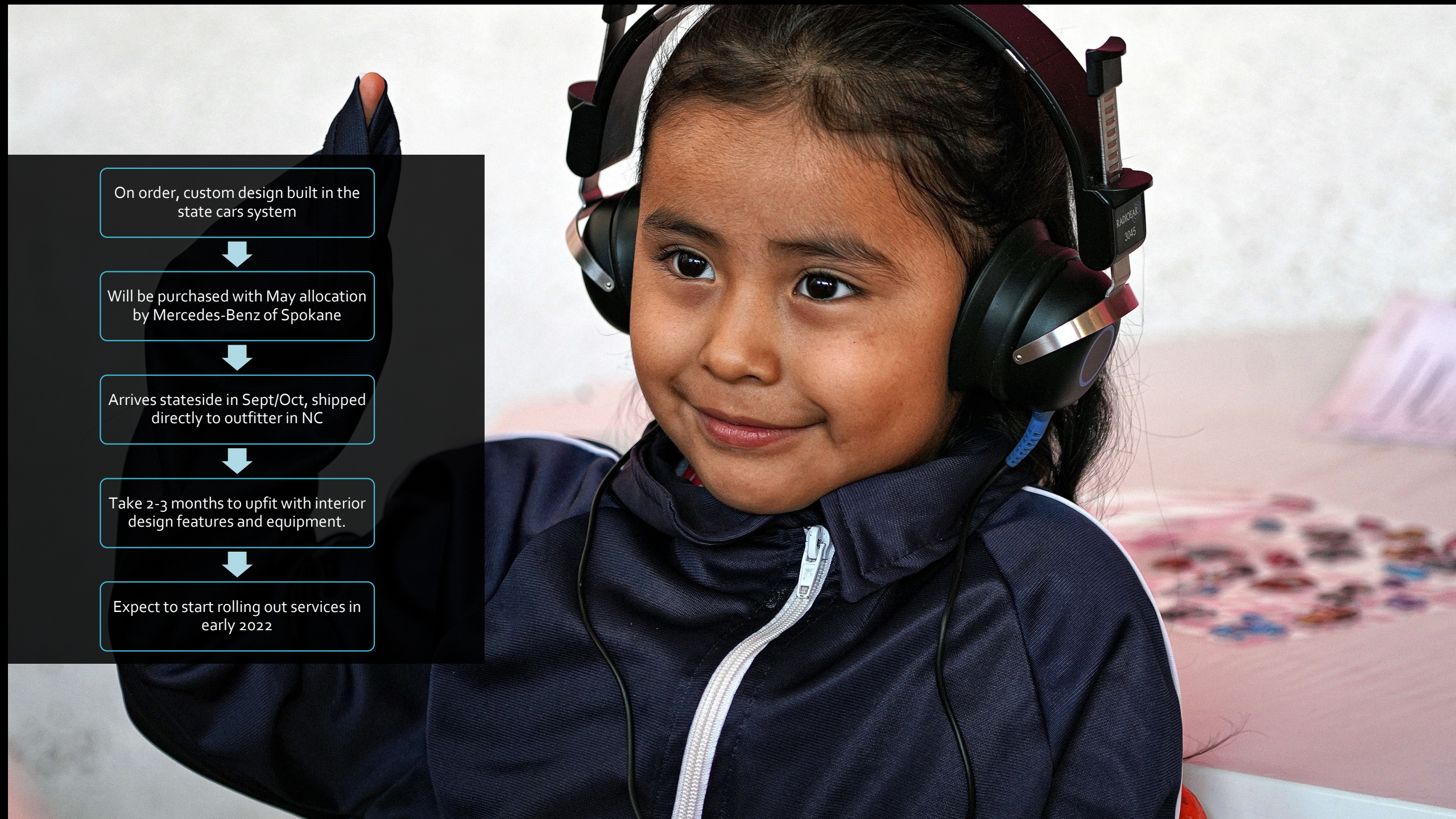
PNW outdoor adventure theme details inside and out

A compass is used for orientation, navigation and direction-which is what we help provide for children and families

Explorer treasure map with NW elements for exterior (going the extra mile)

Camping chairs, pop up tents and other themed activities for kids to play with while they wait





On order, custom design built in the state cars system



Will be purchased with May allocation by Mercedes-Benz of Spokane



Arrives stateside in Sept/Oct, shipped directly to outfitter in NC



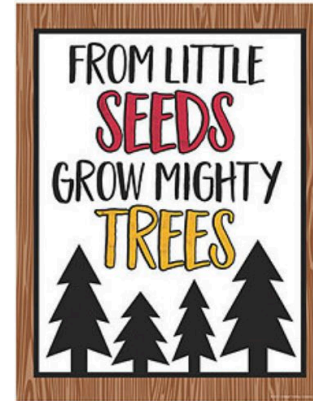
Take 2-3 months to upfit with interior design features and equipment.



Expect to start rolling out services in early 2022

Thank You!

Any Questions?



**WASHINGTON STATE CENTER FOR
DEAF AND HARD OF HEARING YOUTH
Special Board of Trustees Meeting*
May 21, 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			Absent
2	Allie Joiner		Present	
3	Nancy Sinkovitz		Present	
4	Nita Kamphuis		Present	
5	Char Parsley		Present	
6	Jennifer Acuna		Present	
7	Ariele Belo	Vice-chair	Present	
8	Sidney Weldele-Wallace			Absent
9	Nancy Fitta	Chair	Present	
10	Wes Henson			Excused

Leadership Staff

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

Interpreters

Name
Emily Dahl
Donna

Nancy Fitta, chair, called the Board meeting to order at 10:05am. It was determined a quorum was present.

Nancy Fitta reviewed rules for the meeting in a virtual environment. In order to provide equal visual access, please:

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.

Executive Session

Board Chair, Nancy Fitta announced the Board would be moving into Executive Session. Ms. Fitta stated "It is 10:10am We are going to enter Executive Session pursuant to RCW 42.30.110(1)(g) "To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee...."

Board entered Executive Session at 10:10am

Board re-opened into open session at 11:30am

Board will take a vote on a recommendation to retain or not retain Rick Hauan as the Executive Director. The Board recognizes the Governor has the authority to make this decision.

Nita Kamphuis made a motion to recommend that Rick Hauan continue to be the Executive Director of the agency. Jennifer Acuna seconded the motion. The vote was unanimous.

Action Item:

The Board Chair opened the floor to take a vote on a recommendation to retain or not retain Rick Hauan as the Executive Director. The Board recognizes the Governor has the ultimate authority to determine retention of the Executive Director. The Chair reminded the Board of their statutory responsibility to recommend to the Governor their assessment on whether to retain or not retain the Executive Director.

Nita Kamphuis made a motion to recommend that Rick Hauan continue to be the Executive Director of the agency. Jennifer Acuna seconded the motion. The vote was unanimous.

Adjournment

Seeing no objection, the meeting adjourned at 11:37pm

Nancy Fitta, Chair
CDHY Board of Trustees

Rick Hauan
Executive Director

Date

Date

Superintendent's Report
Shauna Bilyeu
June 11, 2021

- **Enrollment:** Five students graduated in the class of 2021 on June 10th. This is a small senior class for us, but no less special. They persevered and dealt with a lot of disappointment in a way that no other class has had to. We are very proud of them. Please join me in congratulating Ethan Jacobs, Chyann Wisdon, Iran Villanueva-Sanchez, Sierra Jones and Sharon Coss. Three students will return for WaCAD, one will go to Gallaudet and one will go to a local community college in her home area. We currently have 9 applications for next year and expect more to arrive over the summer. Our projected enrollment is between 115 to 120 students for 2021-2022 school year. There is a large number of 6th graders moving up to secondary. We are expecting approximately 75 students at the secondary level and 45 students at the elementary level.
- **Student and Staff updates**
 - We are excited to welcome Chelsey Donahue aboard as the new elementary special needs classroom teacher. This is our STRIVE classroom (Structured Teaching Reinforced in a Visual Environment) that serves students in grades 3-6. Chelsey has worked at WSD for several years as a classroom aide and recently completed her special education degree. The program has been on a one-year hiatus and we are excited to see it return.
 - COVID is slowly releasing its tentacles and we are optimistic for some sense of return to normalcy next fall. We are still waiting for further guidance on social distancing and masks, but attestations will no longer be required per OSPI guidance.
- **Campus Updates**
 - The city of Vancouver has issued our demo permits and we have a green light to proceed with selecting a contractor to do the demo work! We expect to give notice to proceed on July 1 to the selected contractor. Abatement work will start at the beginning of July and tear down is scheduled to begin in mid-August.
 - With the award of 49.43 million dollars, we are working quickly to get things in place to move seamlessly from demo to breaking ground for the new academic building and gym in January of 2022.
- **General News**
 - The first part of the WSD historical building documentary series is finished. It features the Red Barn and the Old Boiler House. You can view it on the WSD YouTube channel here:
https://www.youtube.com/watch?v=kiHU6wJG3fU&list=PLEQOT432fqwSG9keOvh0T_jtIA8FzPG0p

- The nomination for Northrop's Historical Register status was accepted! You can view an article about that from the Columbian here: <https://www.columbian.com/news/2021/may/20/building-at-washington-school-for-the-deaf-to-be-listed-on-historic-register/>
- In preparation for saying "goodbye" to the buildings that will be torn down, we have been giving tours to various groups. Students, staff and alumni are having fun sharing stories and reminiscing about their times in these buildings.
- We have a new scoreboard on the football field! The Stickel family generously donated it. Like many quirky things on our campus, we encountered an unexpected challenge with setting the scoreboard in place when we learned that the football field sits on an old dry riverbed. There was so much sand under the field that we had to pour 11 yards of concrete for the footings! Professional installation was a success. Staff and students were treated to a surprise unveiling on June 8th. We look forward to using it next school year!



Human Resources
Report to the Board of Trustees
June 11, 2021

Staffing Updates:

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

- Outreach ASL Specialist: We re recruiting for a highly qualified, culturally competent, certificated teacher to fill a Outreach ASL Specialist position. Interviews are being scheduled during the week of June 1st and June 7th.
- Outreach School Psychologist Outreach: We have continue to post for a School Psychologist position for the 2021-20222 school year to serve in the Outreach Program. Candidate interest has been low and we hope our expanded efforts to advertise will increase our candidate pool.
- Human Resource Consultant 3: We are currently seeking qualified candidates to fill the Human Resources Consultant 3 position. This is a new position to the agency and requires ASL fluency upon hire.

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

- STRIVE Teacher of the Deaf: Chelsey Donahue has accepted the STRIVE Teacher of the Deaf position and will begin in her new position in August 2021.
- On-Call Interpreter – Macy Hines has accepted the on-call ASL Interpreter position effective May 16, 2021
- Custodian 1: Cloud Elvengrail has accepted the Custodian 1 position and will begin on June 16, 2021.
- Student Life Counselors: Katasha Walker and Maj Lesti have accepted the Student Life Counselor Transportation positions effective May 16, 2021.
- Fiscal Analyst 1: Netaushia Hines has accepted the Fiscal Analyst 1 position effective June 16, 2021.

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

- Behavioral Specialist (Outreach)
- Student Life Counselor (full-time)
- On-call Student Life Counselors
- On-call Teacher Aides
- Maintenance Mechanic 2
- Capital Project Manager (non-permanent/project position)

The agency is also exploring possible recruitment to meet a variety of needs through the Statewide Outreach program to include an Audiologist and Teachers of the Deaf.

As of June 2, 2021, following employees have informed the agency of retirement plans:

- Jordan Kleinschmidt: Retiring effective July 31, 2021
- Carol Carrothers: Retiring effective August 31, 2021

Vaccine law changes and guidance:

The agency is monitoring law changes regarding employee vaccine reporting and PPE requirements. We are in the process of learning more regarding the mask requirements and vaccine reporting

requirements in reference to the updated Labor and Industries publication signed on May 21, 2021. At initial glance, it does appear agencies will be required to track and maintain secure documentation of those employees who have been vaccinated in order to allow those employees to discontinue use of masks while in the workplace. The State Human Resources Office is working on guidance and template communication for agency use. CDHY is required to submit an updated Roadmap to Recovery Agency Safety Plan to the Office of Financial Management State HR division by July 15, 2021 to reflect all required changes per the new guidance.

Teleworking:

The Telework Proclamation is still in effect and most agencies are exploring hybrid options to return employees to agency facility locations. CDHY will continue to assess for telework feasibility by position. Those positions that require student supervision or direct service at the WSD campus location will return to their normal assigned duties and work duty stations for the 2021-2022 school year.

OneWA conversion:

The State of Washington is working on full upgrade of all financial and personnel systems with a projected timeline to completion in four years. We will be starting the data integrity, security role and phase implementation planning during the summer months. This will be a concerted effort between our HR and Business Offices and will require workload increases for those of us assigned with change management tasks.

Committees:

All Human Resources related committees will be wrapping up the year, if they have not done so already. All committees will resume in the fall and we look forward to new and creative ideas for employee engagement, diversity, equity and inclusion, safety, health and wellness.



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: June 4, 2021

SUBJECT: April 2021 Monthly Financial Status Report

To the Finance Committee,

For the month of April 2021 the Washington Center for Deaf and Hard of Hearing Youth incurred \$1,285,450 in expenditures compared to a budget of \$1,357,644. Results of operations produced a \$72,194 underspend for the month. The underspent amount in April stems from the continuation of reduced travel with Outreach Staff for contracted services. The expenditures have increased during the month as the agency is actively preparing for in person learning in the next school year. Currently CDHY is projected to end the year with \$2,010,043 (13.9%) in general fund spending authority remaining.

Revenues for April 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 May will potentially increase compared to April. However, expenditures will increase as transportation expenses have increased and will continue to increase throughout the end of the school year. Enclosed you will find numerous reports accompanied by managements discussion and analysis of the April 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: 360-607-4814
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: 22 April 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	\$4,620,115	\$141,117
ADMN	Administrative Services	\$1,411,142	\$40,946	\$0	\$1,452,088	\$1,156,946	\$295,142
AGEN	Agency Wide Expenses	\$1,497,386	\$3,414	\$0	\$1,500,800	\$1,127,741	\$373,059
FAMT	Facilities & Maintenance	\$743,954	\$18,410	\$0	\$762,364	\$841,023	(\$78,659)
FOOD	Nutrition Services	\$389,853	\$8,540	\$0	\$398,393	\$292,131	\$106,262
LIFE	Student Life Services	\$2,331,534	\$60,170	\$4,000	\$2,395,704	\$2,288,676	\$107,028
OUTR	Outreach Services	\$2,145,950	\$61,751	\$54,400	\$2,262,101	\$1,612,645	\$649,456
TECH	Technology Services	\$602,083	\$10,312	\$0	\$612,395	\$667,064	(\$54,669)
TRNS	Transportation Services	\$739,904	\$3,576	\$0	\$743,480	\$272,174	\$471,306
Total		\$14,450,157	\$364,000	\$74,400	\$14,888,557	\$12,878,514	\$2,010,043

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	\$8,330,673	\$415,759
B	Benefits & Payroll Taxes	\$3,320,258	\$364,000	\$0	\$3,684,258	\$3,431,525	\$252,733
C	Contracts	\$9,500	\$0	\$16,000	\$25,500	\$4,050	\$21,450
E	Goods & Services	\$2,257,222	\$0	\$6,000	\$2,263,222	\$1,813,108	\$450,114
G	Travel	\$267,799	\$0	\$32,400	\$300,199	\$96,543	\$203,656
J	Capital Equipment	\$81,365	\$0	\$20,000	\$101,365	\$125,412	(\$24,047)
N	Client Services & Benefits	\$647,784	\$0	\$0	\$647,784	\$402,407	\$245,377
S	Agency Reimbursements	(\$880,203)	\$0	\$0	(\$880,203)	(\$1,325,203)	\$445,000
Total		\$14,450,157	\$364,000	\$74,400	\$14,888,557	\$12,878,514	\$2,010,043



Washington Center for Deaf Hard of Hearing Youth
Fund Level Financial Summary
Fiscal Month 22 - April 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 *	\$1,147,852	\$1,148,019	(\$167)	\$12,544,376	\$10,946,402	\$1,597,974	\$12,332,881
General Fund - Outreach	001 *	\$209,792	\$137,431	\$72,361	\$2,345,858	\$1,677,630	\$668,228	\$329,370
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		\$1,357,644	\$1,285,450	\$72,194	\$14,942,634	\$12,629,041	\$2,313,593	\$13,073,642

* 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	\$46,758	\$3,458	\$218,500	\$424,165	\$424,165
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	\$33	\$33	\$0	\$33	\$33
Facility Rentals		\$0	\$0	\$0	\$0	\$0	\$0
Other - from the admin PI 01100		\$0	\$0	\$0	\$0	\$240,837	\$240,837
Total		\$43,300	\$46,791	\$3,491	\$218,500	\$665,035	\$665,035

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

19H Account Balance Summary

Opening Balance	\$1,833,974
CM Revenue	\$46,791
CM Expenditures	\$0
Closing Balance**	\$1,880,765

**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 22 - April 2021
Expenditure Summary

Organizational Component	Current Month			Year to Date			Unspent	Unspent%
	CM Budget	CM Actual	Variance	YTD Budget	YTD Actual	Variance		
Academic Services *	\$390,705	\$396,923	(\$6,218)	\$3,944,963	\$3,826,207	\$118,756	\$919,025	19.4%
Administrative Services	\$119,084	\$97,972	\$21,112	\$1,215,560	\$954,296	\$261,264	\$497,792	34.3%
Agency Wide Expenses *	\$65,121	\$128,132	(\$63,011)	\$822,274	\$1,028,033	(\$205,759)	\$472,767	31.5%
Facilities & Maintenance *	\$64,975	\$62,743	\$2,232	\$632,589	\$655,892	(\$23,303)	\$106,472	14.0%
Nutrition Services	\$38,833	\$33,563	\$5,270	\$362,635	\$234,998	\$127,637	\$163,395	41.0%
Student Life Services	\$204,026	\$193,693	\$10,333	\$1,980,624	\$1,893,966	\$86,658	\$497,728	20.8%
Outreach Services	\$209,792	\$137,431	\$72,361	\$2,398,258	\$1,677,630	\$720,628	\$590,071	26.0%
Technology Services *	\$39,728	\$49,300	(\$9,572)	\$527,542	\$518,386	\$9,156	\$94,009	15.4%
Transportation Services *	\$15,588	\$48,263	(\$32,675)	\$712,331	\$162,004	\$550,327	\$581,476	78.2%
Total	\$1,147,852	\$1,148,020	(\$168)	\$12,596,776	\$10,951,412	\$1,645,364	\$3,922,735	26.4%

* 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 – April 2021 FM22

Managements Discussion and Analysis

Fund Level Analysis

001 – The General Fund

CDHY's general fund resources total \$1,357,644 for April 2021. Expenditures for the month total \$1,285,450, creating an underspend of \$72,194. Fiscal year to date the general fund has accumulated a positive budget balance of \$1,645,364 and is projected to end the fiscal year with a positive \$2,010,043.

Year to date the general fund as recovered \$775,362 in expenses. In the most current month \$103,595 in expenditures were recovered, all of which are related to statewide outreach programs.

19H – CDHY Account

The CDHY account recorded no expenditures in April and \$46,791 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	\$1,833,974
CM Revenue	\$46,791
CM Expenditures	\$0
Closing Balance	\$1,880,765

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 as noted previously, however we have received retro rating refunds that will be credited to the 03K fund during the month of May.

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 April the Pupil and Trust accounts deposited \$876.84 and withdrew \$1,118.59. Currently these accounts have a balance of \$227,879.78 as of April 30, 2021.

Organization Level Analysis

Academic Services:

The academic services department has seen an increase in expenditures that relate to additional service contracts and purchases of supplies in preparation of the next school year. Although the month of April shows an overspend of \$6,218, the department is projecting to end the year with a budget surplus of \$141,117.

Agency Wide:

In April 2021, the Agency wide expenditures are showing an overspend of \$63,011. This is primarily due to expenditures that are in the process of being reallocated to the other department's budgets and increased expenses with central services. The projected year end balance is a positive \$373,059.

Transportation Services.

Transportation services throughout the year have been lower than in previous years due to COVID-19 and schools being remote for a majority of the 20-21 school year. With the reopening of schools the transportation costs have increased. WSD has been using a charter bus for some transportation needs to follow the current COVID-19 guidelines on the maximum number of students and staff on each bus. The increased costs have resulted in an overspend of \$32,675 for the month of April. This program is projected to end the year with a budget surplus of \$471,306. The projected amount does not include the purchase of two buses that will arrive on campus before year end.

Program Level Analysis

Note: Most program indexes are experience material budget underspends due to virtual instruction and a reduced student presence on campus for a majority of the school year. The following program level analysis will only focus on program budget with a material overspend of their budget and the agency does have sufficient resources to cover the overspend amounts.

01500 - Technology Services:

With the year end surplus, the technology services department has increased its purchasing of equipment in preparation of needs for the next school year and equipment replacements such as laptops, monitors and iPads. The department is projected to end the year with an overspend of \$54,669.

02600 – Facilities and Maintenance

This department has a negative \$23,303 budget balance fiscal year to date. The bulk of this overspend is related to supply and repair purchases. The projected balance is an overspend of \$78,659.

Object Level Analysis

A – Salaries and Wages

The budget for salary and wages for April is \$735,944. Expenditures for the same time period are \$697,361 which is underspent by \$38,583. 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	\$ -	\$ 591	\$ (591)
Overtime and Call-Back	\$ -	\$ 2,136	\$ (2,136)
State Classified	\$ 654,796	\$ 589,781	\$ 65,015
State Exempt	\$ 81,148	\$ 104,853	\$ (23,705)
Terminal Leave	\$ -	\$ -	\$ -
Grand Total	\$ 735,944	\$ 697,361	\$ 38,583

B – Benefits and Payroll Taxes

Benefits and payroll taxes has a budget of \$309,332 for April. Actual benefits expenses of \$283,893 resulting in an underspend of \$25,439.

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 \$79,330. Expenditures for goods and services total \$151,822 creating an overspend of \$72,492.

G – Travel Expenses

Travel expenditures for the month total \$13,754 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 \$9,915 in the month of April 2021.

N – Grants and Benefits

This category incurred \$53,625 in expenditures in April which is \$44,487 overspend. Year-to-date this object has a positive budget variance of \$358,318. 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 \$103,595 in expenditures in April. The recoveries are from WSDS, the interpreter mentor program and the Department of Children, Youth and Families.

End of Managements Discussion and Analysis

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

Report by Carol Carrothers

Date 6/3/21

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

Participated in Interview day with Spokane Falls CC ITP graduates; 5 interpreters

Participated in the Professional Educator Standards Board Educational Interpreter focus Group, 3 meetings

Drove to Colville to work with a student and consult with staff.

Participating in the development of contracts with ESD 114 (Olympic Peninsula) and 171 (Wenatchee) for teacher of the deaf support.

Social Media committee, teleservice committee participation

May 24, last day of Social Groups,

May 11 Professional Development statewide training Listening and Spoken Language,

May 18th Birth to Five Statewide training

What is on your horizon (include dates)?

ELT retreat June 23, 24, 25

Describe how you plan on collaborating and with whom?



**Center for Deaf and Hard of Hearing Youth
Washington School for the Deaf**

Bilingual, Empowered, Successful for Today and tomorrow...the BEST!



Academic and Student Well-Being Recovery Plan

The Washington School for the Deaf Recovery Plan is aligned with the Washington Center for Deaf and Hard of Hearing Youth (CDHY) vision to promote inclusion and equity through an ASL-English bilingual learning environment to ensure the success of our diverse learning community. This recovery plan represents our best efforts to identify and respond to detrimental impacts caused by the pandemic. Components of this plan address student well-being, professional learning, recovery and acceleration, academic diagnostic assessment, and community partnerships. It is our intent to inform and engage stakeholders in addressing how choices in instruction, programming, staffing, funding and policy affect our students. To accomplish this goal, we encourage the use of the CDHY/WSD Equity Analysis Tool for decisions that impact our students, staff and families. This plan is a living document. It outlines a framework and overview of services and supports provided to students, however, is not inclusive of all WSD's efforts to support students. As we grow in awareness through the school year and with the analysis of new data, we will use this plan to re-evaluate, modify and add supports and strategies to address student-learning needs identified.

Student Well-Being

Washington School for the Deaf is committed to providing a safe and healthy environment for all students, families and staff. Our goal in this focus area is to support and promote the physical, emotional and social-well being of students and staff pre and post pandemic. Our plan includes structures to assess student well-being, analyze data and provide instruction and support that allows students to thrive in and out of school. We believe this component is foundational to student success. Many of our students struggle with additional trauma due to language delays and deprivation, and it is therefore critical to address feelings of isolation and marginalization. One of our primary goals is to build trusting relationships with students and staff that supersede the negative impacts of the pandemic.

Equity Checks	Using the agency equity tool we will disaggregate discipline, social emotional, and academic data in the fall, winter and spring.

	Review data with staff, identify disparities
	Develop and implement plan to address disparities
	Report disaggregation and plan to staff
Assessment	SWIS
	ACES (Trauma Response scores)
	Others TBD—Such as: Healthy Youth Survey
	Staff Recommendation—STAT, Wraparound
Social Skills Instruction	Continue to implement Second Steps lessons (K-6)
	Teaching and supporting students through Positive Behavioral Interventions and Supports (PBIS)
	Character Strong (7-12)
	PACERS (7-12)
	Teaching for Tolerance (7-12)
	FLASH (7-12)
	Zones of Regulation (K-8)
	Mindful School (7-12)
Mental Health Supports	Continue school-based counseling supports: individual and small group
	Continue use of de-escalation spaces (sensory) rooms for students to access during the school day
	Continue and expand mental health services with mental health agencies
	Residential check-ins for residential students
Family Engagement	Confer with families regarding needed supports at IEP meetings and/or conferences
Counseling Support	ADWAS—healthy relationships
	Continue K-12 School Counseling Services
Attendance	Continue to identify and work with students/families that have chronic absenteeism
Community Partnerships	Collaborate with school districts to support partnership students as needed
	ESD 112 for risk assessment
	Catholic Community Services

	SHARE Backpack program
--	------------------------

Professional Learning

Professional development is critical to building capacity for staff to meet the needs of all students. Washington School for the Deaf and the Washington Center for Deaf and Hard of Hearing Youth (CDHY) is committed to providing a variety of professional learning opportunities for staff throughout the year. WSD has several themes for PD for school year 2021, 2022: Project-Based Learning (PBL), Bilingual Grammar Curriculum (BGC), Trauma Response /Love and Logic and Anti-Bias Education (ABE).

ABE PD	Equity training during Safety Training (August 23 rd and 24 th)
	Explore book studies: <i>Anti-Bias education for Young Children; Introduction to Multi-Cultural Education</i>
	Guest Speakers various times throughout the year
PBL/BGC PD	PBL three day training August 17 th , 18 th and 19 th
	ASL-English Bilingual Strategies Overview August 25 th , 26 th
	BGC training for ASL/ELA teachers Sept. 10 th , 17 th
	BGC classroom visits for ASL/ELA teachers Oct. 21
	Continue with ASL curriculum adoption/develop ASL framework
Trauma Response/Love and Logic PD	MTSS Committee continue to deliver PD for all staff
Technology PD	Explore promoting exploring new virtual teaching platforms on a monthly basis

Recovery and Acceleration

The majority of WSD students are identified as special education. All students receive a high level of individual attention and small group instruction. Providing supports to meet student individual needs are a priority. Instruction at all grade levels is differentiated to meet student needs, both academic and language. Student supports are identified at multiple levels and embedded into instruction. Instructional plans are tailored for 2nd and 3rd tier learning supports. Planning for a summer camp in 2022 will begin in the fall of 2021. Summer 2021 includes at home extended learning opportunities. Students are identified for ESY through IEP team decisions.

All activities listed below are available to ALL students. Schools are required to identify subgroups of students that data indicates are underperforming or where opportunity gaps exist. Those groups are listed in the Targeted Subgroups section.

Summer 2021		
	Description	Targeted Subgroups
K-12	At-Home Extended Learning: All K-12 students may extend learning at home by accessing NEWSELA, IXL, and Accelerated Reader. Teachers can provide additional packets for families requesting it.	American Indian/Alaskan Native; Black/African American, Hispanic/Latino of any race(s); Native Hawaiian/Other Pacific Islander; English Learner; Students Experiencing Poverty; Students with Disabilities/ Students experiencing Homelessness.
K-12	ESY for identified students	American Indian/Alaskan Native; Black/African American, Hispanic/Latino of any race(s); Native Hawaiian/Other Pacific Islander; English Learner; Students Experiencing Poverty; Students with Disabilities/ Students experiencing Homelessness.
9-12	HS Summer Credit Recovery Courses: Available to current students who have a failing grade to recover.	American Indian/Alaskan Native; Black/African American, Hispanic/Latino of any race(s); Native Hawaiian/Other Pacific Islander; English Learner; Students Experiencing Poverty; Students with Disabilities/ Students experiencing Homelessness.
Summer 2022		
K-12	Summer ASL/Literacy Camp	American Indian/Alaskan Native; Black/African American, Hispanic/Latino of any race(s); Native Hawaiian/Other Pacific Islander; English Learner; Students Experiencing Poverty; Students with Disabilities/ Students experiencing Homelessness.
K-12	Technology: The school provides iPads, Chromebooks, Internet access (WiFi Hotspots) and technology support to ensure equitable access to learning tools.	American Indian/Alaskan Native; Black/African American, Hispanic/Latino of any race(s); Native Hawaiian/Other Pacific Islander; English Learner; Students Experiencing Poverty; Students with Disabilities/ Students experiencing Homelessness.

Diagnostic Assessment

WSD uses a variety of diagnostic assessments to identify students' language and academic needs in grades kindergarten through 12. We recognize that standardized assessments do not always indicate deaf and hard of hearing students' true academic abilities since the assessments are presented and responded to in print English, which is typically our students' second language. We strive to understand the whole picture through formative as well as summative academic assessments and frequent discussions regarding the social-emotional status of our students through a multi-tiered support system including PBIS, SWIS, Trauma response techniques, and Love and Logic. We will explore the use of an SEL diagnostic screening tool in 2021-2022.

Level	Assessment	Timeline
K-12	SWIS PBIS DESSA	2x monthly 1x monthly Fall, Spring
K-8	Accelerated Reader	Weekly
K-6	Curriculum-based Assessments	Ongoing
K-12	IXL	Weekly
2-12	MAP: Math, Reading, Language	Fall, Spring
5-6	Running Records	Ongoing
K-6	Sight Words	Ongoing
3-8, 10	Smarter Balanced ELA and Math Summative Assessments	Spring
K-12	STAR Reading	Fall, Spring
K-12	Classroom Based Assessments	Ongoing

Community Partnerships

WSD regularly reaches out to the community for additional supports for students, however due to the infrastructure of the school, it is not always possible to utilize local partnerships. Currently, the school collaborates with several groups to support students' basic needs as well as academically and socially. Students at risk of self-harm are referred to mental health services such as Catholic Community Services. Students with identified nutritional needs are referred to the SHARE backpack program, and we use volunteers from local interpreting programs to support students with tutoring after school. Teachers communicate directly with parents through two main platforms: Skyward and SeeSaw. Since 90% of our students have IEPs, teachers conference with parents at least once a year through IEP meetings. For students that live on

campus, there are weekly, or sometimes bi-weekly conference calls between residential staff and parents. Teachers and residential staff communicate through email frequently.

Family Supports	Wrap-around meetings STAT SHARE Parent/teacher conferences at IEP meetings Catholic Community Services Division of Vocational Rehabilitation Ongoing communication (newsletters, emails, phone, website, social media, etc)
Student Supports	After School Program Volunteer tutoring Lions Club Deaf Education Advocates Foundation (DEAF) Columbia Mental Health Seattle Children's Hospital Vancouver Public Schools: Hudson Bay, Fort Vancouver, Cascadia Paper Tiger Coffee (work experience in the community)

WASHINGTON CENTER FOR DEAF AND HARD OF HEARING YOUTH

POLICY:

Adopted:

SUBJECT: Diversity, Equity and Inclusion Policy

Approved by:

Nancy Fitta, CDHY Board of Trustees Chair

The Washington Center for Deaf and Hard of Hearing Youth (CDHY) recognizes that in order to achieve our mission and vision in service of those who reside in Washington, we must embed the values of diversity, equity and inclusion in all aspects of our work. The State of Washington is diverse, and our agency must reflect that diversity. When we are representative of the people we serve, we can better address the disparities in outcomes of our services for marginalized and underrepresented communities through purposeful, tailored and equitable use of resources and programs.

The mission of CDHY is to create an inclusive and diverse learning community with emphasis on access, success, and equity by recruiting, retaining, and ensuring the success of diverse students, faculty, and staff. CDHY aims to build a community, which values and respects one another by providing the best learning environment for faculty, staff, and student success. The CDHY Diversity, Equity, and Inclusion committee supports this vision by promoting inclusion and diversity through different learning channels and training opportunities with an emphasis on the inclusive model of excellence and universal design. CDHY recognizes that an inclusive and diverse community supports the goal of agency success through embracing our differences.

To achieve and embrace a truly diverse workforce, we must address undeniable realities such as the existence and pervasiveness of discrimination, oppression, racism, white privilege, white supremacy, white dominant culture and individual and collective biases. We must recognize oppression exists and has been reinforced through institutions, laws and policies to create structures and a system that discriminates against marginalized communities, including LGBTQ+, people with disabilities, people of color, and other marginalized communities. This system has influenced societal norms, practices, beliefs and thoughts to create a dominant culture that further reinforces and perpetuates discrimination and oppression. This dominant culture influences our individual and

collective perceptions, thoughts and actions. The product of this culture and our biology is the prevalence of biases, both conscious and unconscious, in how we perceive others, sometimes based on contrived, fabricated social constructs. These biases perpetuate discrimination and oppression of those outside of the dominant culture, leading to discriminatory hiring practices and other employment decisions, microaggressions and an unhealthy and exclusionary workforce culture. Because we are all connected, such an exclusionary work environment affects everyone, especially those who are members of marginalized communities.

To achieve inclusion, we must disrupt the othering of communities and ensure respect, equity, justice and belonging for all. We must be willing to look at our work environment through the lens of inclusivity and accessibility (e.g., gender-inclusive restrooms, heights of countertops, accessibility of presentations, and accessibility of communication). We must be willing to challenge our practices and behaviors that perpetuate a patriarchal work environment and lead to discrimination and harassment. The agency recognizes that although we cannot change the oppressive and discriminatory practices of the past, we have control over the workplace culture we create today and in the future. Much work remains for us as an agency and as individuals to accept our responsibility to address these issues. We recognize that people sit at the intersection of class, race, gender, identity, sexual orientation, expression and ability, and that there are multiple ways of identifying and experiencing barriers, oppression, inequity and marginalization.

We are leading with race when we mention oppression and marginalization because race continues to play a defining role in lived experiences and outcomes (health, education, jobs, incarceration, and housing). Systemic racism is often difficult and sensitive to address and most frequently avoided, so therefore we are invested in DEI-related work that focuses on systemic racism. By centering on systemic racism and using antiracist tools that can be applied across all areas of marginalization or oppression, we increase the ability for everyone to work toward a more equitable workplace.

Based on these undeniable truths set forth above, it is the agency's expectation that all employees regardless of position do the following:

- Utilize the CDHY equity analysis tool in decisions that affect students, staff, and families of CDHY and WSD
- Recognize your role in perpetuating inequity through your own individual biases, whether conscious or unconscious. Be willing to walk the journey toward self-awareness and reflection.
- Co-create with your colleagues a welcoming, supportive, safe, affirming, and respectful work environment.
- Accept that mistakes will be made, acknowledged, learned from and improved upon, as much of this process requires learning through iterations of growth and failure.

- Engage and support respectful dialogue and courageous conversations about audism, racism, privilege, white fragility, dominant culture, oppression and historical trauma, even when discomfort and vulnerability arise.
- Participate in continuous learning, development and training offered in the areas of equal access, audism, diversity, inclusion, cultural humility, oppression and equity.
- Identify and address microaggressions as they occur in our workplace, whether intentional or unintentional, and use these as opportunities to educate, learn, grow, listen and respond with respect.
- Offer support and encouragement by honoring each individual's truth through the affirmation and validation of their values, beliefs, principles and lived experiences.
- Read and comply with this policy.
- If you are uncertain whether you are following this policy, ask your supervisor or human resources for advice or support so you can uphold the values described here.

In recognizing the positional privilege supervisors and leaders hold and its associated responsibility, the department further directs all supervisors and leaders, with coordination and support from human resources, to do the following:

- Promote diversity in all hiring and retention activities including recruitment, interview and selection process, and retention of the employee.
- Recruit and appoint culturally, racially and ethnically diverse managers and leaders.
- Ensure required qualifications listed for a job are truly necessary for a position. Where possible, other comparable experience is considered in lieu of education requirements.
- Actively engage in initiating, promoting, championing, and supporting inclusive strategies to retain workforce diversity in race, ethnicity, sex, nationality, religion, sexual orientation, gender, age, veteran status and disability status.
- Ensure equal access to growth and leadership development, educational and training opportunities, succession planning, mentoring opportunities and other resources. This includes ensuring competitive internal and external recruitments rather than direct appointments where possible.

With support and coordination from human resources, executive leaders and supervisors will do the following:

- Ensure diversity, equity and inclusion is a continuously present focus and a core value in our agency decisions, especially as they relate to the allocation of resources.
- Include the languages and perspectives of marginalized and oppressed communities to influence and inform our priorities now and in the future.
- Strive to make the agency become an anti-oppression institution with a purposeful commitment to restoring relationships with marginalized communities.
- Support progressive facilities and environmental planning to transform the workplace into a welcoming, inclusive and accessible environment.· Actively listen to the experiences of stakeholders, especially those from marginalized groups, and take action to change discriminatory or exclusionary practices.
- Continue to assess and correct workforce inequities throughout the agency including leadership appointments, promotional opportunities, training requests, access to flexible and alternate work modalities, and compensation.
- Executive leaders and supervisors will be expected to explain how they worked to comply, achieve and exceed the goals identified in this policy.
- Executive Leadership and the CDHY Diversity, Equity and Inclusion Committee will review this policy annually for changes and effectiveness.

This policy applies to all department employees, contractors and volunteers. For represented employees, the collective bargaining agreement will supersede any specific provisions of CDHY policy with which it conflicts. The directives indicated here are not optional, and failure to follow them may lead to discipline, up to and including termination.

Adoption Date:

Revised Dates: