

## Kentucky School for the Deaf Advisory Board Meeting

### September 9, 2015 Meeting Minutes

**Members Present:** Walter "T" Hulett, Jennifer Harris, Clyde Mohan, Michelle Gadberry, Bryan Bowen, Tina Yance, Sharon White, Debbie Haydon, and Anita Dowd

**Members Absent:** Mike Lafavers

The meeting began at approximately 6:05 pm with a review of the previous minutes. Minutes were approved with revision (T. Hulett was absent and correct typo on Anita Dowd's name.)

#### **Report from KDE**

Todd Allen, Assistant General Counsel for KDE, met with the board to provide information regarding our role. He presented a handout (see attached) with an Organizational Chart noting that KSD is under the Office of Next Generation Learners and that the Board is able to make recommendations directly to the KSD State Supervisor or the Education Commissioner. The handout noted areas within which the board may provide recommendations, including but not limited to:

- Goals and objectives;
- Budget requests;
- Student services;
- Public relations;
- Construction and maintenance; and
- Program evaluation

It was noted that the board is advisory only and does not have decision-making authority. In addition the recommendations of the board are not binding on the Commissioner or the State Supervisor. Mr. Allen further advised that the role of the board is to think "big picture" and not about specific student or employment issues.

Additional information was shared regarding the Kentucky Open Meetings Act (KRS 61.800-848.) Our meeting schedule and agenda should be advertised to the public. Meeting meetings are also public record and should be posted. In order for the board to take action, a majority must be present and any recommendations should be in the form of a letter to Commissioner and State Supervisor. It was also noted that attendance by telephone was not permitted.

A question was asked regarding who is our liaison to KDE? Mr. Allen reported that T. Hulett is our liaison. Further discussion ensued regarding how to have input prior to decisions being made. Mr. Hulett noted that it is up to us to set the agenda and submit requests for information to him ahead of time. Several member of the advisory board including Mr. Mohan, Ms. Dowd and Ms. Harris noted that they have many years of experience working with students who are deaf and that our input should be requested more to help solve problems and give ideas.

Another question was asked regarding how often administrators from KDE are on the KSD campus. T. Hulett reported that many administrators, including the Commissioner, have visited KSD and that he reports out to the state board of education on a regular basis.

Discussion ensure regarding the format of a letter to make a recommendation. It was stated that we should note that the board voted on a recommendation and then attach any supporting documents.

#### **General Discussion regarding Priorities:**

Discussion then took place regarding what should be our priorities. T. Hulett noted that we have 5 parents interested in preschool services at this time. KSD staff have started researching this but could use board input on this topic. J. Harris brought up that she believes that we need to increase our number of deaf teachers and need to develop a policy regarding full communication.

Lots of discussion and questions ensued on this topic. T. Hulett stated that they are looking at how to incorporate a focus on ASL into the teacher evaluation system and stated that they (KSD and KDE) continue to actively recruit teachers who sign. Several noted that the expectation to communicate using ASL at all times has been lost on the campus. Without that expectation, many members of the board feel that our students do not have full access to the campus.

Mr. Mohan asked if there were written expectations regarding ASL on the job postings and Ms. Harris asked if we can make recommendations regarding the job descriptions. Mr. Hulett noted that positions are posted a minimum of 10 days but can remain posted until filled. Teacher positions are posted on KEPS (on KDE website.) There were multiple questions about being able to post open positions nationally to access other applicants. Mr. Mohan asked for examples of job descriptions, posting and contracts so we can look for information regarding ASL proficiency.

The next topic was whether there is a current "communication policy". Mr. Hulett and Mr. Allen noted that they don't know and are unclear if there could be a "policy" but that there should be an expectation. Several board members noted that an "expectation" may not be as meaningful as a "policy" and would have no teeth.

#### **Open Chair:**

Mr. Archie Harris asked about the pool. Mr. Hulett reported that it should be ready by February or March at the latest.

#### **Agenda for next meeting:**

Next meeting we will focus on Communication. Board members and others are asked to look for previous policy/expectations and bring to meeting. Meetings are scheduled for:

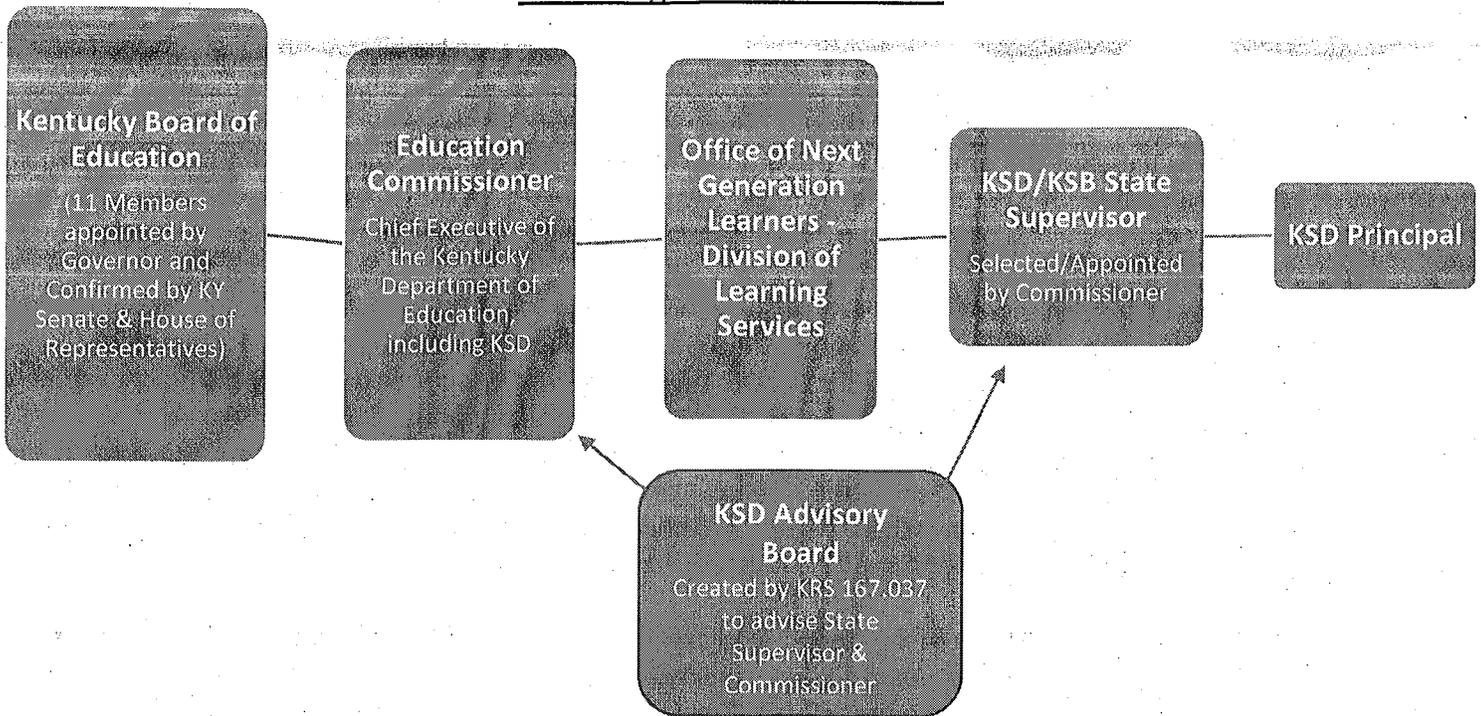
October 14, 2015

November 4, 2015

December 9, 2015

Meeting adjourned at 7:39. Respectfully submitted by Michelle Gadberry.

## KSD Organizational Chart



### KSD Advisory Board – KRS 167.037

- Nine (9) members appointed by the Kentucky Board of Education upon recommendation by the Commissioner.
  - Role of the Advisory Board:
    - Advisory capacity to assist the State Supervisor
    - Recommendations to Commissioner concerning all areas relating to effective operation of the school, including but not limited to:
      - Goals and objectives;
      - Budget requests;
      - Student services;
      - Public relations;
      - Construction and maintenance; and
      - Program evaluation
  - Advice and recommendations from the Board will assist the Commissioner and State Supervisor as decisions are made regarding operation of KSD. Keep in mind, however, that recommendations from the Board are not binding on the Commissioner or State Supervisor.

### Kentucky Open Meetings Act – KRS 61.800-848

- Meetings of “any body created by or pursuant to state or local statute...” are subject to the Open Meetings Act.
  - Schedule of regular meetings should be adopted and made available to the public.
  - Attendance: in order for the Board to take action, a majority must be physically present. Attendance by telephone is not permitted. The Open Meetings Act contains strict requirements for video conferencing.
  - Meeting minutes should be recorded to reflect attendance, quorum, and any action taken by the Board. These minutes will become public record.

## 167.037 Kentucky School for the Deaf Advisory Board.

1. There shall be established a Kentucky School for the Deaf Advisory Board, composed of nine (9) members appointed by the Kentucky Board of Education upon recommendation of the chief state school officer. At the first regular meeting in each fiscal year, the board shall elect a chairman and vice chairman. A member may serve no more than two (2) consecutive years as chairman. Members shall be appointed for regular terms of four (4) years. Members of the board shall serve without compensation but shall be reimbursed for necessary expenses incurred in performance of their duties.
2. Advisory board members for the Kentucky School for the Deaf shall be selected from nominations submitted by the Kentucky Association of the Deaf Inc., the Parent-Teacher-Cottage Parent Association, the Kentucky School for the Deaf Alumni Association Inc., the Kentucky Association of School Administrators, and the chief state school officer. Membership on the board shall be statewide and shall consist of two (2) parents of deaf children, one (1) professional in education of the deaf, one (1) former student of the Kentucky School for the Deaf, one (1) member of the Kentucky Association for the Deaf, two (2) members who shall represent school districts, and two (2) members at large. A majority of the board's membership shall be persons who are deaf or hard of hearing.
3. The board shall act in an advisory capacity to assist the school superintendent in conducting the activities of the school. The board shall also make recommendations to the chief state school officer concerning all areas relating to the effective operation of the school, including but not limited to:
  - a. Goals and objectives,
  - b. Budget requests,
  - c. Student services,
  - d. Public relations,
  - e. Construction and maintenance, and
  - f. Program evaluation.

**Effective:** July 14, 2000

**History:** Amended 2000 Ky. Acts ch. 204, sec. 3, effective July 14, 2000. -- Amended 1996 Ky. Acts ch. 362, sec. 6, effective July 15, 1996. -- Amended 1990 Ky. Acts ch. 476, Pt. IV, sec. 276, effective July 13, 1990. -- Created 1982 Ky. Acts ch. 267, sec. 2, effective July 15, 1982.