



IRID

Illinois Registry of Interpreters for the Deaf

Board Meeting Minutes

Illinois Registry of Interpreters for the Deaf
Sunday, August 18, 2019
1:00 – 5:00 pm, Glen Ellyn, IL

Approved
Feb 8, 2020
Board Meeting
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President

Angela Malcomsom

Vice-President

Kathleen Valiska

Treasurer

Karen Janssen

Secretary

Kevin Jackson

Member-At-Large

Cat Abood

Member-At-Large

Hershella Ashford

Member-At-Large

Olivia Heitz

Student Rep

Courtney Cechini

I. Call to Order

Teri Hedding, President called the meeting to order at 1:15 pm. Quorum was attained and maintained throughout the meeting. Board Member Olivia Heitz attended remotely through Zoom.

Region III Representative Kenya joined the meeting briefly via Zoom to provide updates about RID Testing and the CEO Search. It was decided that IRID will not host the 2020 RID Region III Conference as it is not possible to have a joint conference with NAD in Chicago due to limited space in the hotel secured by NAD. The Ohio RID Chapter has agreed to host the Region III conference in 2020.

II. Approval of Minutes

- A. Last Board Meeting – June 23, 2019.
Minutes accepted by acclamation.

III. Board Reports

- A. President - *report attached*
- B. Vice President – *report during meeting*
- C. Treasurer - *report attached*
- D. Secretary - *included in Treasurer report*
- E. Member-at-Large 1 - *no report*
- F. Member-at-Large 2 - *no report*
- G. Member-at-Large 3 - *report attached*
- H. Student Representative – *report attached*
- I. IAD Representative - *no report*



IRID

Illinois Registry of Interpreters for the Deaf

President

Angela Malcomsom

Cities event, becoming a Bronze Sponsor for a total of \$250.00
Kathy Valiska seconds.

Motion passes unanimously.

Vice-President

Kathleen Valiska

Treasurer

Karen Janssen

Secretary

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Member-At-Large

Cat Abood

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Hershella Ashford

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VIII. Old Business

A. RID Conference Attendance - Update (Kathy)

Kathy attended the National RID Conference of behalf of IRID. She provided the Board with a summary of activities she attended.

B. IRID 2019 Conference – Update

Kathy provided updates to conference planning. Olivia has worked on sponsorships and T-Shirt sales as a fundraiser for the conference.

T-shirts are ordered on-line directly with Route 66 and will be distributed at the conference. It was requested that conference registrants provide email addresses so updates and reminders could easily be sent to participants. (It was confirmed later that email addresses are included on the registrations and can be accessed for communications.) Teri requested Board and Chair reports be submitted to her directly no later than 9/15/19 to be used for the RID annual AC report and for the membership meeting.

C. Region III 2020 Conference – *see update in Call to Order section*

D. Archiving Documents - *Status (Amy)*

Amy will contact Teri and/or Karen for access to the storage unit when ready to begin the archiving process.

E. Project Management Software - Asana - *Status (Amy)*

Tabled to next meeting

F. Rebranding Proposal - *Status (Lindsay)*

Lindsay suggested a soft release of the new IRID logo be done at the annual conference.

G. Communications Committee

1. Review of Media/Information Distribution Guidelines
2. Communications Project: Template Package



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the registration table. We can also use "runners". The ICC contact person is the volunteer coordinator and will be contacted to firm up volunteer plans. It was also noted that it would be beneficial to have an on-site IT person to assist with technical needs including Wi-Fi

4. Scholarships – there have been no applications for scholarships to date.

IX. New Business

A. Revised IRID Scholarship

BOARD MOTION

Bron Schlaefer moves that a candidate for a BEI performance test is eligible to apply for the IRID Dan Levin Scholarship.

Motion passes unanimously.

B. Membership Committee Chair Search and interim plan. Sam will oversee membership committee activity until the October conference. Karen will assist with updating the website back-end with membership renewals beyond that.

X. Future meeting date (4th Quarter) – **To Be Determined by new Board**

XI. Announcements – none

XII. Adjournment

The meeting adjourned at 5:17 pm.

*Karen E Jackson
Secretary
02/08/2020*

Board Meeting Agenda

Illinois Registry of Interpreters of the Deaf

Sunday, August 18, 2019

1:00 – 5:00 pm Glen Ellyn, Illinois

I. Call to Order

II. Approval of Minutes

A. June 23, 2019 Regular Board Meeting – **NEEDS BOARD ACTION**

III. Board Reports

A. President - *See written report*

B. Vice President -

C. Treasurer – *See written report*

D. Secretary – *See Treasurer report*

E. Member-at-Large 1 - *No report*

F. Member-at-Large 2 - *No report*

G. Member-at-Large 3 - *See written report*

H. Student Representative – *See written report*

I. IAD Representative - Inactive

IV. Committee Reports

A. Finance Report - *No activity*

B. Membership Committee – *See written report*

C. Communications Committee - *See written report*

D. Professional Development Committee –

E. Nominating Committee -

F. Bylaws Committee – *See report*

G. IRID 2019 Conference Committee –

V. Workgroup Reports

No active workgroups

VI. CMP Administrator Report – *See written report*

VII. Sponsorship Requests - **NEEDS BOARD ACTION**

A. Update – Quad Cities Event November 2, 2019

B. CHS – “Raise Your Paddle” Fundraiser

VIII. Old Business

- A. RID Conference Attendance (VP) – *Update (Kathy)*
- B. IRID 2019 Conference – *Update*
 - 1. Budget
 - 2. Hotel
 - 3. Registrations
- C. Region III 2020 Conference – *Update*
- D. Archiving Documents - *Status (Amy)*
- E. Project Management Software - *Status (Amy)*
- F. Rebranding Proposal - *Status (Lindsay)* -
- G. Communications Committee - **BOARD ACTION**
 - 1. Review of Media/Information Distribution Guidelines - *Status*
 - 2. Communications Project: Template Package – *Status*
- H. CMP Workshop Guidelines for Co-sponsorship (Amy)
- I. Volunteer Policy (KJ) - **NEEDS BOARD ACTION**
- J. Student Rep Considerations – **BOARD ACTION**
 - 1. Student Rep Term (KJ)
 - 2. Student-ITP Outreach Committee (Bron)
- K. Business Meeting and Elections (KJ) - **NEEDS BOARD INPUT/ACTION**
 - 1. Nominating Committee
 - 2. Electronic voting at Annual Meeting
 - 3. Volunteers and roles
 - 4. Scholarships

IX. New Business

- A. Revised IRID Scholarship
- B. Membership Committee Chair Search and interim plan

X. Future meeting date (4th Quarter) - **NEEDS BOARD ACTION**

XI. Announcements

XII. Adjournment

President's Report (8.13.19)

Below is an itemized list of actions that has been completed since the last board meeting on June 23, 2019.

- **Nomination committee**
 - Laura Braught, Angela Malcomson, & Shelley Engstrom-Kestel agreed to be on the nomination committee.
- **Region 3 AC meeting**
 - Participated in the AC meeting on Sunday, July 7, 2019 through Zoom:
 - Highlights:
 - RID 2019 conference report
 - Wisconsin was granted licensure. Out of 9 states in Region 3, 4 states have licensure laws (Illinois, Wisconsin, Kentucky, and Michigan). Ohio and Minnesota are working on the licensure bill.
 - Kenya would like to participate in our board meetings and state conference. She can join through Zoom.
 - If we are interested in having Kenya at our state conference, we will need to pay for her travel expenses.
 - NAD has not confirmed space for Region 3 to use for their next conference. It will be cost prohibitive to host a Region 3 conference without NAD partnership in Chicago in summer 2020 especially since Illinois will have their own state conference in October 2019. Ohio's local RID chapter offered to host the R3 conference next year since they are already in the planning phase for their state conference in summer 2020.
 - **As of July 31, 2019, it is confirmed that NAD does not have any space for our Region 3 conference. We will wait and see if the Ohio board votes to host the next Region 3 conference.**
- Email correspondence as needed

IRID Board Meeting - August 18, 2019 - 1:00 - 5:00 pm
Prepared by: Karen Janssen

Secretary Activities

- Prepared Draft minutes from last board meeting
- Attended to secretary@irid.org and info@irid.org emails; responded and/or forwarded as needed
- Conferred with webmaster about email/spam
- August 18 Board member attendance form on google docs
- Prepared agenda for August 18 meeting
- Google docs folder for board reports, etc.
- Updated scholarship application on IRID website/distributed to board and chairs
- Draft scholarship revisions to include BEI testing

Treasurer Activities

- Payments made for D & O insurance renewal (Directors and Officers), RID Conference reimbursement to VP for travel, hotel, per diem, Mark McWilliams, Quad Cities event sponsorship
- Checked mail at Post Office box
- Deposited checks
- Conferred with board members and committee chairs as needed
- Revised draft committee/volunteer policy
- Ran fiscal year end reports
- Reviewed bylaws for electronic voting for board elections and bylaws changes
- Proposed bylaws language changes for student rep term

IRID Fall Conference

- Conferred with committee as needed
- Finalized conference flyer collaboration
- Updated budget for conference
- Monitoring conference registrations

Upon reviewing the bylaws, there is no need to amend the bylaws for electronic voting for elections and/or motions at the annual meeting as the voting method is not stipulated.

We do need to amend the bylaws to allow for electronic voting for bylaw changes outside of member meetings.

Member at Large 3 Report
August 18, 2019 Meeting
Olivia Heitz 8/16/19

SPONSORS

Current sponsors: \$1,750

1. ICC Gold (For space rental)
2. CAIRS Gold (\$1,000)
3. CHS Silver (\$500)
4. Sorenson Bronze (\$250)

Waiting on follow up responses from: IDHHC

NEEDS for Sponsor Benefits:

- 1 Free Registration for Gold sponsors
 - ICC contact?

Conference Banner

Gold Donors Logo displayed during business meeting

MENU

<https://icc.edu/around-campus/campus-dining/catering/icc-campus-dining-catering-menu/>

Page 5 Box Lunches - Gourmet \$9.50 (\$1.50 extra per every GF)

The highlighted sections are my recommendations.

Ballpark numbers by 1st week of September and final orders due October 2nd.

Sandwich served with lettuce, cheese, tomato, and condiments

CHOICE OF TWO: sliced bread, bun, croissant, or honey wheat wrap

CHOICE OF TWO: roast beef, baked ham, smoked turkey, tuna salad, chicken salad

CHOICE OF ONE: dessert bar or cookie

CHOICE OF ONE: pasta salad, potato salad, cole slaw, or fresh fruit cup (seasonal)

Chips (assorted); canned soda or 10 oz. bottled water*

*Vegetarian option available on all box lunches

Gluten-free bread and cookie available for additional \$1.50 per person.

T-SHIRT FUNDRAISER

When we followed up about the link for ordering shirts, we were told we would have a link by “this evening or first thing tomorrow” by Route 66 on August 4th. I followed up again asking for the link Friday 8/16.

A previous email said that it would be best to have proof and invoice finalized by the last week of August. I’m hoping due to their lack of response that this would be extended.

Deadline for ordering sizes is 3 weeks before the conference.

Artwork was originally sent June 24 and then resent July 12. How should we proceed?

HOTEL

Room block at Embassy Suites - 10 Rooms

<https://embassysuites3.hilton.com/en/hotels/illinois/embassy-suites-by-hilton-east-peoria-riverfront-hotel-and-conference-center-PIAESES/index.html> (regular hotel website-not for room block)

Hotel block link-

https://secure3.hilton.com/en_US/es/reservation/book.htm?inputModule=HOTEL&ctyhocn=PIAESES&spec_plan=CESRID&arrival=20191004&departure=20191005&cid=OM

“All of the overnight guests will receive our made to order breakfast buffet with omelets, waffles, and pancakes, as well as our evening reception that features light snacks and complimentary beverages, both alcoholic and non-alcoholic. All of our rooms are two rooms suites with a living area, a bedroom and a pull out sleeper sofa.”

Single/Double Occupancy \$132, Triple \$142, Quad \$152

Parking Fees waived thanks to Karen!

QUESTIONS

What are volunteers required to pay for?

Is there going to be any night time entertainment?

Membership Chair Report:

- Sent out reminder e-mail to encourage members to renew
- Responded to e-mail correspondence from members having issues/questions about the renewal process
- Informed the board of my intention to resign as of October 5, 2019
- We need to decide how to handle recently renewed members. What is the cut off for extending them for a year as opposed to telling them to renew again? Have asked for this to be added to the agenda

To Do:

- Will send reminder e-mail towards the end of month and possibly during grace period
- Will compile everything I received from David and e-mails from Will to create a guide of sort for new membership chair
- Will create a spreadsheet of eligible voting members/members who can hold positions before the conference

Illinois Registry of Interpreters for the Deaf

BALANCE SHEET

As of June 30, 2019

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Chase Checking	3,827.60
Checking	-2,221.85
Total Chase Checking	1,605.75
Chase Savings	23,121.18
Fidelity Investments	19,257.13
First American Bank - Checking	0.00
PayPal	3,270.89
PayPal Funds Transfer Account	0.00
Total Bank Accounts	\$47,254.95
Other Current Assets	
Uncategorized Asset	2,221.85
Undeposited Funds	0.00
Total Other Current Assets	\$2,221.85
Total Current Assets	\$49,476.80
Other Assets	
Library Video Tape	0.00
Total Other Assets	\$0.00
TOTAL ASSETS	\$49,476.80
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	
Master Card - IRID	-855.00
Total Credit Cards	\$ -855.00
Total Current Liabilities	\$ -855.00
Total Liabilities	\$ -855.00
Equity	
Opening Bal Equity	1,640.00
Retained Earnings	42,767.45
Net Income	5,924.35
Total Equity	\$50,331.80
TOTAL LIABILITIES AND EQUITY	\$49,476.80

Illinois Registry of Interpreters for the Deaf

PROFIT AND LOSS

July 2018 - June 2019

	TOTAL
Income	
2018 Conference Registration	50.00
Membership Dues	975.00
Uncategorized Income	2.42
Workshop Income	645.00
CMP Fees	240.00
Total Workshop Income	885.00
Workshop Income - Diversity in the Deaf Community	735.00
Total Income	\$2,647.42
GROSS PROFIT	\$2,647.42
Expenses	
2018 Conference	-70.84
Bank Charge	5.07
Bank Charges	49.77
CMP	800.00
Donations from IRID	1,656.33
Dues and Subscriptions	200.00
Fundraising Expense	
Donations	30.00
Total Fundraising Expense	30.00
Membership	
Membership Miscellaneous	20.00
Total Membership	20.00
Operational Expense	
Board Expenses	40.23
Board meeting expense - food	27.68
Board Retreat Expenses	1,095.59
Total Board Expenses	1,163.50
Facility Rental	599.71
Insurance	837.00
Total Operational Expense	2,600.21
PayPal Fees	150.25
Professional Services	204.75
Accountant Services	659.99
Total Professional Services	864.74
Reconciliation Discrepancies	-10,000.00
Sponsorship	775.00
Uncategorized Expense	426.34
Workshop Expense	4,346.15
Total Expenses	\$1,853.02
NET OPERATING INCOME	\$794.40

	TOTAL
Other Income	
Interest Inc	2.48
Total Other Income	\$2.48
Other Expenses	
Reconciliation Discrepancies-1	-5,127.47
Total Other Expenses	\$ -5,127.47
NET OTHER INCOME	\$5,129.95
NET INCOME	\$5,924.35

**IRID Conference
Jun-18
Projected vs Actual**

<u>Revenue:</u>	<u>Projected</u>	<u>Actual</u>	<u>Difference</u>
Conference Revenue			
Advertisement Fee			
Exhibits Fee			
Registrations Fees	5,250.00		70 x 75.00 rough estimate
Members			
Non-Members			
Students			
Sponsorships	2,000.00		100.00 received
Subtotal of Conference Revenue	<u>7,250.00</u>		
Fundraising Revenue			
Fundraising A			
Subtotal of Fundraising Revenue	<u>-</u>		
Other Revenues			
Donation			
Silent Auction Revenue			
Subtotal of Other Revenue			
Gross Income	<u>7,250.00</u>		
 Expenses:			
Conference Expenses			
Hotel (Meals/Beverage/Workshop Rms)	300.00		possible hotel needs
Hotel Room: Interpreters/Presenters	800.00		includes car, travel, hotel, meals
Interpreter Fees - Full Days	2,000.00		
Program Book			
Workshop Presentations	1,500.00		will be paid to NAD
Other Conference Office Supplies Expenses	1,800.00		lunch, etc.
Rental Equipment for workshop/speakers			
Refund Registration			
Subtotal of Conference Expenses	<u>6,400.00</u>		
General Operating Expenses			
Administrative Expenses			
Miscellaneous			mileage?
Office Supplies - registration tags/etc	160.00		
Postages			
PR/Marketing			
Printing & Copy			
Transaction Fees - PayPal			
Subtotal of General Operating Expenses	<u>160.00</u>		
Fundraising Expenses			
Other Fundraising Expenses			
Expense on PayPal Refund			
Total Expenses	<u>6,460.00</u>		
Net Profit / Loss	<u>690.00</u>		

ARTICLE V. AMENDMENTS

These bylaws may be altered, amended or repealed by two-thirds (2/3) of the votes cast by voting members. Written notice of such amendments must be given to the membership at least thirty (30) days in advance. Voting may be done ~~by mail~~ **electronically**, or at any regular or subsequent meeting of the membership.

~~The~~ **An incoming** Student Representative shall be elected **annually** for a term of ~~one (1)~~ **two (2)** years. **In the first year, the incoming Student Representative shall be referred to as the Student-Rep-Elect. During their second year, the Student-Rep-Elect shall become the Student Representative on the Board.**

- A. The Student Representative shall attend all Board meetings and serve as a liaison between the Board and ITPs in the state of Illinois. **The Student Representative shall mentor the newly elected Student-Rep-Elect to assume the Student Representative position in their second year.**
- B. **The Student-Rep-Elect shall attend all Board meetings and work in collaboration with the Student Representative.**

All IRID board members shall have voting privileges on the Board with the exception of the immediate past president **and Student-Rep-Elect.**

Each member of the Board must be a voting member in good standing of RID, Inc. and IRID, except the IAD Representative, and a resident of the state of Illinois. **The Student Representative shall be a member in good standing in any category of IRID and a resident of the state of Illinois.**

SEC. 2: TERMS OF OFFICE/ELECTIONS

The President, Vice President, Secretary, and Treasurer are elected by the membership for a term of two (2) years. President and Secretary shall be elected in odd numbered years, and Vice President and Treasurer shall be elected in even numbered years.

Members-at-Large shall be elected for a term of three (3) years. A new Member At Large shall be elected each year.

The Student Representative shall be elected for a term of one ~~(1) year.~~ **two (2) years.**

The term of immediate Past President shall be one (1) year.

CMP report to the board of IRID, August 18, 2019

Prepared by: Amy Kisner, CMP Administrator on August 14, 2019

Individual events

Completed since the June 23, 2019 board meeting

- 4 PINRA Applications
- 1 Independent Study Application

Workshops

We processed no workshops during this quarter. We had two requests to sponsor workshops, but both were cancelled before being completed.

Upcoming workshops

- *Interpreting's Most Outrageous Moments; An Ethical Study* (Illinois CODA and Alan Abarbanell 8/24/19)
- *Professional Dilemmas* (PDG DeKalb, 9/7/19)
- *IRID's Annual Conference* (IRID and Howard Rosenblum, 10/5/2019)
- *Legal Interpreting* (Illinois Courts and Cat Dvar, 10/2019)
- *Sex and Sign Language* (ILDA and Dr. Jose Granda, 9/14/2019)
- *Deaf Ministries Conference* (Deaf Ministries and various presenters, 11/2/2019)

General

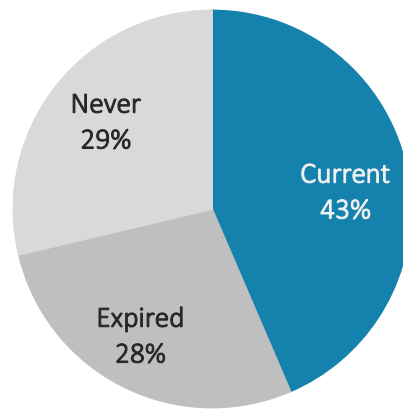
- Monitoring and responding to emails; mostly regarding upcoming workshops for the fall.
- Met with the CMP administrator from Utah regarding a QR check in for multi-session conferences.
- Did extensive analysis of IRID/IDHHC overlap and community demographics. The summary of membership status for individuals requesting CEUs from IRID, or who attended workshops where we provided CEUs, is below.
- Began working on annual report for upcoming business meeting, counting total number of workshop participants, preparing summary of how many workshops we've sponsored etc.
- Met with the Communications chair and others to clarify sponsorship language. The final decision is that we will continue to use the Communication's

committee's guidelines for promoting events but that it is essentially impossible to regulate what language organizers use for their events. We will try to emphasize that IRID is sponsoring the CEUs but not necessarily the event itself when possible.

Membership Status of People receiving CEUs through IRID:

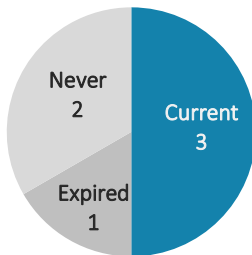
From January 1, 2019 to August 1, 2019

Unique Workshop Participants: 209

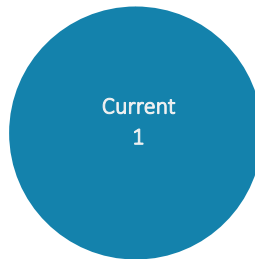


Individual Events: 8

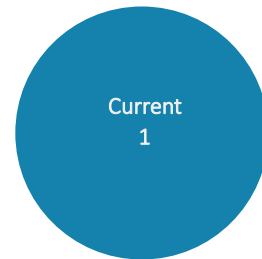
PINRA - 6



Academic Course - 1



Independent Study - 1



DRAFT as of 6/23/2019, revised 8/14/2019

COMMITTEE MEMBER	VOLUNTEER
Must be dual voting member in good standing in accordance with RID AC Handbook, Version updated 3-8-2019, p. 56 which stipulates that each member of a committee must be a voting member in good standing of the AC and appointed by the President	Should have some connection to the interpreting profession and/or Deaf community. (Examples include ITP students, Deaf community members, interpreters who are not dual voting members of RID and IRID.)
Reports to the Committee Chairperson	Reports to the Committee Chairperson. Very specific role(s) as determined by the Committee Chairperson and is subject to Board review.
Has access to email, reports, website	Has no direct access. Can receive IRID board and committee emails as forwarded by their Committee Chairperson.
Attend and participate in IRID Board meetings	Can attend IRID Board meetings, participation may be limited.

This policy is effective September 1, 2019. Volunteers who are actively engaged in committee work prior to this effective date may continue their volunteer activities as directed by their committee chairperson. Unique situations will be determined by the board on a case-by-case basis.

Daniel Levin was a leader in the field of interpreting on a state and national level. His commitment to the field and to the Illinois Registry of Interpreters for the Deaf was an inspiration for many. IRID is proud to honor his legacy by encouraging the next generation of interpreters to become certified and to be involved on a state and national level.

The Illinois Registry of Interpreters for the Deaf will award two (2) scholarships annually, provided that the necessary funds are available and there are eligible candidates, to members who wish to sit for a Registry of Interpreters for the Deaf (RID) Performance Test.

APPLICATION CRITERIA

In order for an applicant to be considered for any scholarship, applicants must meet the following criteria:

- Member in good standing of the Illinois Registry of Interpreters of the Deaf (IRID) and the Registry of Interpreters for the Deaf (RID) for the past 2 years.
- The applicant must also agree to remain a member in good standing of both above mentioned organizations for the coming 2 membership years.
- Eligibility to take an RID Performance exam (passed the RID Knowledge Based Test, proof of meeting education requirements.)
- Licensed to interpret in the State of Illinois.
- Candidates may only receive one (Dan Levin) scholarship during their lifetime. In order to apply for scholarships, applicants must include two letters from Nationally Certified Interpreters indicating the applicant's readiness to sit for the examination.

Furthermore, the applicant should submit a resume and a letter of intent indicating why she/he should be considered for the scholarship and what she/he has done to prepare for the examination. The application must be completed with all paperwork enclosed with the application. Scholarships are granted in the form of a voucher for use in the one (1) year period after the voucher is granted. Candidates who are awarded vouchers will be reimbursed upon submitting proof of taking the test. Candidates do not need to pass the test to be reimbursed. All items required for reimbursement such as proof of taking the test, IRID reimbursement form, etc. must be submitted to the IRID Board within ninety (90) days of taking the test.

APPLICATION REVIEW

Completed materials will be processed by the IRID Board and submitted to the Scholarship Committee. Incomplete submissions will not be processed. Board processing will consist of

the copying of all submitted materials with all identifying information (name, address, etc.) removed. The copies will then be submitted to the Scholarship Committee for consideration. In the absence of a functioning Scholarship Committee, the IRID Board will evaluate the applications.

The Scholarship Committee (or the Board in their absence) will evaluate submissions based on the following criteria:

- Past, present and future involvement in IRID and/or RID as reported in the letter of intent.
- Education and experience in the field of interpreting as reported in the letter of intent and resume.
- Quality of work and professionalism as described in the letters of recommendation.
- Indications of commitment to the interpreting profession as indicated in resume, letter of intent, and letters of recommendation.
- Quality and appearance of the submitted letters and forms.

The Scholarship Committee will submit their recommendations to the IRID Board for final approval.

Candidates will be notified via email or mail of the results of their submission.

Candidates can apply for consideration once per year.

Current IRID Board Members and Scholarship Committee Members are not eligible to apply.

Nationally certified members may apply for the scholarship to achieve a higher level or an additional certification.

Please direct questions to the IRID Secretary at secretary@irid.org.

The Educational Interpreter Performance Assessment (EIPA) is a tool that evaluates the spoken language-to-sign language and sign language-to-spoken language skills of interpreters who work in the elementary through secondary classroom. The EIPA uses videotape stimulus materials and a procedure that includes a comprehensive rating system.

The Illinois Registry of Interpreters for the Deaf will award two (2) scholarships annually, provided that the necessary funds are available and there are eligible candidates, to IRID members who wish to sit for the Educational Interpreter Performance Assessment (EIPA.)

APPLICATION CRITERIA

In order for an applicant to be considered for any scholarship, applicants must meet the following criteria:

- Member in good standing of the Illinois Registry of Interpreters for the Deaf (IRID) and the Registry of Interpreters for the Deaf (RID) for the past 2 years.
- The applicant must also agree to remain a member in good standing of both above mentioned organizations for the coming 2 membership years.
- Proof of registration with the Illinois State Board of Education (ISBE) as an educational interpreter or a letter stating that you will register with ISBE when your results are received.

- Candidates may only receive one Educational Interpreter Performance Test scholarship once during their lifetime. In order to apply for scholarships, applicants must include two letters from any of the following:
 - Nationally Certified (RID) Interpreters
 - ISBE Registered Interpreter with EIPA 4.5 or above (Master Approval)

These letters should discuss the applicant's readiness to sit for the examination and a statement regarding their commitment to the profession. Furthermore, the applicant should submit a resume and a letter of intent indicating why she/he should be considered for the scholarship and what she/he has done to prepare for the examination. The application must be completed with all paperwork enclosed with the application. Scholarships are granted in the form of a voucher for use in the one (1) year period after the voucher is granted. Candidates who are awarded vouchers will be reimbursed upon submitting proof of taking the test. Candidates do not need to pass the test to be reimbursed. All items required for reimbursement must be submitted to the IRID Board within ninety (90) days of taking the test.

Completed materials will be processed by the IRID Board and submitted to the Scholarship Committee. Incomplete submissions will not be processed. Board processing will consist of the copying of all submitted materials with all identifying information (name, address, etc.) removed. The copies will then be submitted to the Scholarship Committee for consideration. In the absence of a functioning Scholarship Committee, the IRID Board will review and evaluate the applications.

APPLICATION REVIEW

The Scholarship Committee (or the Board in their absence) will evaluate submissions based on the following criteria:

- Past, present and future involvement in IRID and/or RID as reported in the letter of intent.
- Education and experience in the field of interpreting as reported in the letter of intent and resume.
- Quality of work and professionalism as described in the letters of recommendation.
- Indications of commitment to the interpreting profession as indicated in resume, letter of intent, and letters of recommendation.
- Quality and appearance of the submitted letters and forms.

The Scholarship Committee will submit their recommendations to the IRID Board for final approval.

Candidates will be notified via email or mail of the results of their submission.

Candidates can apply for consideration once per year.

Current IRID Board Members and Scholarship Committee Members are not eligible to apply.

EIPA Screened and Nationally certified members may apply for the scholarship to achieve a higher level or an additional certification.

Please direct questions to the IRID Secretary at secretary@irid.org