

# UTAH STATE BOARD OF EDUCATION UTAH STATE BOARD FOR VOCATIONAL EDUCATION

## MINUTES

January 13, 2000

Minutes of the meeting of the State Board for Applied Technology Education and the State Board of Education held January 13, 2000, at the Utah State Office of Education, Salt Lake City, Utah. Meeting commenced at 10:00 a.m. Board Chairman Jill G. Kennedy presided.

Members present were:

Chairman, Jill G. Kennedy  
Vice Chairman, Kim R. Burningham  
Member Bette O. Arial  
Member Linnea S. Barney  
Member Janet A. Cannon  
Member Cheryl Ferrin  
Member Lynn Haslem  
Member Susan C. Henshaw  
Member C. Grant Hurst  
Member Boyd F. Jensen  
Member Judy Larson  
Member Denis R. Morrill  
Member Joyce W. Richards  
Member Marilyn Shields

Also present were:

Executive Officer Steven O. Laing  
Deputy Superintendent Gary L. Carlston  
Associate Superintendent Patrick Ogden  
Associate Superintendent Jerry P. Peterson  
Public Information Officer, Eileen Rencher  
Board Secretary Twila B. Affleck

Associate Superintendent Robert O. Brems and Executive Director, USOR, Blaine Peterson were excused.

Also present for portions of the Board meeting were:

Members of the Press:

Jennifer Toomer-Cook, Deseret News  
Kathy Kapos, Salt Lake Tribune  
Jennefer Gallagher, Ogden Standard Examiner

Con Rowley, Governor's Office  
Joseph DiLorenzo, Utah Schools for the Deaf and the Blind  
Race Davies, Governor's Office of Planning & Budget  
Billie Telford, Utah Eagle Forum

Gayle Ruzicka, Utah Eagle Forum  
Susan Kuziak, Utah Education Association  
Chad Campbell, Bridgerland Applied Technology Center  
Jim Eldredge, Utah Education Association  
Paula Plant, Utah PTA  
Lloyd Frandsen, Utah State House of Representatives

The Board repeated the Pledge of Allegiance.

Board Member Janet A. Cannon offered a reverence.

Board secretary Twila B. Affleck recorded the minutes.

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Chairman Jill Kennedy stated that she had looked up some **quotes about education** in Bartlett's. Robert Maynard Hutchins in an address given in 1945 called the Atomic Bomb vs. Civilization. "We do not know what education could do for us because we have never tried it." James Bryant Konan, President of Harvard University in a report to the Harvard Board of Overseers in 1943 "The primary concern of education today is to cultivate in the largest possible number of our future citizens an appreciation of both the responsibilities and the benefits which come to them because they are Americans and free."

Chairman Kennedy stated that what is important about the year 2000 is this is our time and our opportunity to do the best for the children of the State of Utah. She questioned "what do we need to accomplish?" **We have several very practical goals:** (1) To provide adequacy in funding. We have great allies this year and we hope to be able to achieve that. (2) To provide a coordinated and collaborative system of applied technology education. We will be involved in a master planning process with regard to this. One comment that Gary Carlston made as we embarked on this master planning process is what we need to do is to take the high road and do what is best for the students and people of Utah. Another opportunity we have is to be an influence in the standards and accountability process and make it a positive thing that will help our children achieve. We will be facing a strategic plan update for public education. We need to be concerned about teacher training and professional development. We need to be concerned about services for those who need vocational rehabilitation, for training to cope with disabilities. We need to help children to read. She further stated that there are great strengths and unity of purpose in the Board and staff. Let's be pro-active and make our time this year 2000 a time to accomplish and a time to remember.

## **Executive Officer Report**

Superintendent Steven O. Laing presented the following items for information:

**Legislative Session** -- In preparation for the legislative session we have met with the Governor, Speaker of the House and President of the Senate, the committee chairs of both the appropriation subcommittee and standing committee and shared with them the Board's budget priorities. They were received by all favorably, and they indicated their appreciation for the efforts the Board in prioritizing their request.

**Accountability** -- Accountability will continue to be a topic that will dominate this legislative session with regard to education issues. Dr. Laing distributed an "Education Law Bulletin" from Kirton and McConkie. This is particularly well done and raises issues that the Board will want to be aware of as we continue to discuss and deal with assessment and accountability. (For complete details of the bulletin see General Exhibit No. 8285.) There is quite a bit of Interest in this topic and we have had opportunity to present to several groups about this.

**Education Week - Quality Counts** -- The *Education Week, Quality Counts* was released yesterday. He commented that once again Utah is graded significantly down in many categories. Our highest grade was in resource allocation with a B, primarily because we have an enviable equalized formula for distributing money. Dr. Laing reviewed some of the other grades given to Utah in the document and some of the

reasons why we received the grade we did. He indicated that most are resource issues, and it is not hard to understand why we didn't fare well again.

**Utah School Boards Association Convention** -- Dr. Laing distributed a copy of the USBA Convention Agenda. He indicated that there would be a meeting and dinner with the USBA Board of Directors and the Board at 5:00 p.m. at Little America.

**Legislative Committee Meetings** -- Dr. Laing announced that the Office will begin holding their legislative committee meetings at 7:30 a.m. on Monday, Wednesday, and Friday to review the legislative calendar. The meeting is held in the Administrative Conference Room. Board members are welcome to attend.

## **Board Chairman Report**

Chairman Kennedy reported that in regard to the **strategic planning process for applied technology education** we have had a meeting with Senator Laine Beattie, Representative Marty Stephens, Charlie Johnson and Cece Foxley to define the process. Following the legislative session this group will meet and include someone from the Governor's office. It is hoped that this will move along quickly and by the end of this year have the recommendations in place for the master planning process. We also hope that we will be able to come to some clarification and collaboration in this process. She indicated that they would appreciate input from board members on these issues.

Vice Chairman Kim Burningham noted that the **National Association of State Boards of Education is seeking nominations** for the leadership of this organization. Nominations are due on February 18, 2000. He encouraged Board Members to think about names for nominees. He felt it was important that we have someone on the Board of Directors as frequently as we can. He encouraged members if they were interested to make it known to the executive committee and the Board will discuss this at the February Board meeting for submission to NASBE.

Member Janet Cannon reported that she received a phone call from **Corrine Larson of Senator Bennett's Office** relative to the letter we had sent on **Senate Bill 1266** which would send federal monies for education to the Governors rather than the State Boards. Senator Bennett and others have put forth an amendment to that legislation indicating that the money would go to the entity with oversight for public education as identified in the states constitution. Ms. Larson also requested that if the Board felt they could be in compliance with that amendment we should send a letter to Chairman Jeffords, of the Education Committee who would be looking at this bill as it comes up for amendment in February or March.

Motion was made by Member Janet A. Cannon and seconded by Member Bette O. Arial that the Board send a letter to Chairman Jeffords in support of that amendment. Motion carried unanimously.

Member Janet Cannon also mentioned that she also talked with Corrine Larson about Title I, and she indicated that Senator Hatch did get an **amendment made to the Title I formula**. The amendment indicated that instead of basing Title I funds on per pupil expenditures, it would be based on the states efforts. However, this has been blocked by the Appropriations Committee who has never funded it. Ms. Larson indicated that it is now up for reauthorization and if we don't get this through and funded now we will lose the opportunity. Their office is working very hard with states in similar position who would be benefited by the change in the formula. Member Janet Cannon reported that she has been attending the **Trust Lands Advisory Committee Meetings**. They have been talking about the **West Desert Wilderness Bill**. This bill is on the federal level from Representative Hansen's office. It is to be marked up (open for amendment) in February. The bill does not address the issue of trust lands, and the Trust Lands Advisory Committee would like the State Board's support that somewhere in the bill it needs to state that trust lands need to be traded out before this bill is passed.

Motion was made by Member Janet A. Cannon and seconded by Member Linnea S. Barney that the State Board send a letter to Representative Hansen's office and request that the trust lands trade out be considered in the West Desert Wilderness bill. Motion carried unanimously.

Member Grant Hurst cautioned that when the letter is prepared it be done with the sensitivity to the issue that a fiscal note that may be tied to this and we do not want to jeopardize the issue.

Member Grant Hurst reported that he was invited by **Altara Elementary School in the Jordan School District** to be a guest reader for their parents reading night. He indicated that there are 700 students in the school, 250 families, and over 150 families participated in this night. He further indicated that this is a computer functioned, self test program called **Accelerated Reader**. He commented that he was impressed that over 100 parents sitting in hallways, the media center, and classrooms reading with their children. In that school since the first of this school year, students have read 16,000 books and have earned 18,000 points to trade and buy books. The school paid to have two teachers trained in this program and they have then trained every teacher in the school on this program.

Member Judy Larson indicated that **Merrill Muir is running to be a member of the Utah School Boards Board of Directors**. She asked that the Board support him in his election to this board.

## **Board Committee Reports**

### **Planning, Finance & Legislation Committee**

Member Judy Larson, Chairman of the Planning, Finance & Legislation Committee presented the following recommendations from the Committee:

#### **Board Procedures: Sanctions for Misconduct, Rule R277-514**

This rule is amended so that all rules regarding educator misconduct are consistent with the law and each other. It also will accurately reflect the Board's position about appropriate review of the Board's decisions on the suspension/revocation of educator licenses. (For complete details of the amended rule, see General Exhibit No. 8286.)

Member Larson indicated that in Section R277-514-5 there was a question about position this puts the superintendent in if he overturns the boards position. The committee asked that this be rewritten.

The committee approved the rule on first reading only and asked that it be brought back to the Board next month.

Member Janet Cannon questioned Section R277-514-4, Board Procedures and whether or not the Board had sufficient knowledge to be able to tell if any serious procedural errors had occurred. She requested that the Board receive information on the UPPAC procedures, and possibly some training on those procedures.

#### **Educator License Renewal, Rule R277-501**

The educator licensing process is essential to providing qualified educators in our schools. The requirement that educators renew their licenses through continuing professional development will help to ensure that Utah teachers maintain current knowledge and skills. Adoption of this rule complies with the "Educator Licensing and Professional Practices Act" enacted by the 1999 Legislature. This rule requires Utah educators to engage in continuing professional development activities to keep their licenses current. (For complete details of the rule, see General Exhibit No. 8287.)

Member Larson indicated that throughout the document the term clock hours has been used and the Committee made a correction to 277-501-3 (3) to added the word "clock" to that statement. She indicated that normally this rule would have gone on the Consent Calendar but because of its importance and the hot topic that it is it is brought to the full Board.

Motion from the Committee that the State Board of Education approve the Utah Educator License Renewal Recommendations and adopt Rule R277-501, Educator License Renewal for third and final reading. Motion carried unanimously.

### **Proposed Proficiency Levels for Standard Setting**

The passage of H.B. 33 in the 1999 Legislative Session requires statewide administration of the Core Assessment Series. In order to provide interpretable results that can be used to inform instruction, standards of performance must be specified. This specification of standards will provide teachers, parents, students, and the public with information to assist them in understanding how students are performing relative to the Core Curriculum. In addition, as accountability issues arise, a system will be in place for determining the effectiveness of instruction at the student, classroom, school, district, and state levels of the Core Assessment Program. (For complete details, see General Exhibit No. 8288.)

There is no action recommended. Barbara Lawrence requested that if Board members have any recommendations or changes that they submit them in writing to her.

Member Larson indicated that this is just a beginning process and they are general, but under each category there will be specifics as the program is put together.

It was clarified that these are performance standards that need to be developed as required by law. Also, that it is expected that the final version will be a board policy

## **Curriculum & Instruction Committee**

Member Marilyn Shields Chairman of the Curriculum and Instruction Committee presented the following recommendations from the Committee:

### **The Three R's Project**

Mrs. Martha Ball, part-time director of the Three R's Project presented information on the project. She indicated that the First Amendment Center at Vanderbilt University with Charles Haines as the Senior Scholar, has been working for several years with Utah's schools in the discussions of and the equitable treatment of religious principles in schools. Workshops, discussions, and demonstrations were used to help school personnel deal appropriately with this important subject. Utah is unique in dealing with the topic and is one of two states (the other is California) currently in the project. The hope is that with California and Utah being the lead states that the model project, which has been developed to deal with religious diversity, will be viewed as useful across the United States. The Three R's Project in Utah's schools is recognized as one with unique status and is mentioned in a newly published document from the White House which is being sent to schools in the nation. The program recognizes the process for discussing the guarantee of constitutionally protected topics in schools. (For complete details of the materials presented, see General Exhibit No. 8289.)

Member Shields noted that on April 18<sup>th</sup> there will be training and everyone is invited to attend. The Committee agreed to send a letter of support as well as an invitation to the training to all local boards of education.

Motion from the Committee that the Board receive the report and to recognize what is going

on with this project. Motion carried unanimously.

### **Electronic High School**

Richard Siddoway, Specialist, Electronic High School reported on the value and efforts of the Electronic High School program. He indicated that the Electronic High School was developed to provide an additional educational resource for Utah students. The populations that are targeted are students who: (1) desire to expedite their education for whatever reason, (2) may have failed a course and need the credit to assist graduation efforts, or (3) work some hours during the school day and, in doing so, are unable to access the required courses. Additionally, students who have health concerns, truancy concerns, behavior problems, or who are being home schooled may also be possible enrollees. One other interested group may be those who will pursue the New Century Scholarship or the Early Graduation Scholarship. The Electronic High School has been well received and is becoming an important addition to education in Utah. (For complete details of the report, see General Exhibit No. 8290.)

The committee discussed funding requests for this and voted unanimously to support the funding request.

Motion from the Committee that the State Board of Education receive the report and support the funding request.

Discussion ensued relative to support of the funding request and its sources for the program. It was clarified that there currently is no base funding for this, this funding request is a building block, but it is not one of the Boards top 15 priorities.

Member Grant Hurst cautioned the Board and staff that they not lead people into false hopes by saying we support this, but that it is not in the top 15 priorities.

Motion carried with Members Arial, Barney, Burningham, Cannon, Ferrin, Haslem, Henshaw, Hurst, Jensen, Larson, Richards and Shields voting in favor; Member Morrill absent.

### **Utah Association for Gifted Students Report**

Recently, the Utah Association for Gifted Students met with Utah State Office of Education staff and Kim Burningham, Board Vice Chairman, to discuss their proposal to be made to the 2000 Legislature concerning the needs of gifted children.

With the emphasis on reading in all Utah schools, the Utah Association for Gifted Students is concerned that the gifted student population is being left out of the discussion. The Utah Association for Gifted Students has developed a legislative request entitled "Advanced Students at Risk: Rescuing an Underserved Utah Student Population and Developing World Class Readers." (For complete details of their proposal, see General Exhibit No. 8291.)

Motion from the Committee that the State Board of Education receive the report from the Utah Association for Gifted Students and support their request for funding.

Discussion ensued relative to the fact that this would again be support for a program that is not included in the Board priorities nor is it a building blocks.

Superintendent Laing recommended that the Board support the concept but not the funding.

Further discussion ensued relative to the fact that if the Board indicated support it would be interpreted as support for the funding as well. Also, that just because someone else is sponsoring the legislation, the money will still have to come from the education budget.

Motion was made by Vice Chairman Burningham that the Board move on and take no action.

Member Hurst indicated that a motion was on the floor and suggested that the Chairman suspend the rules and allow the Committee to discuss the possibility of an adjustment to their motion.

Chairman Kennedy suspended the rules and the Curriculum Committee discussed an adjustment to their motion.

Motion from the Committee that the Board receive the report and support the concept of the legislation, but recognize it is not one of the board's priorities nor is it included in the building block requests. Motion carried with Members Arial, Barney, Burningham, Cannon, Ferrin, Haslem, Henshaw, Hurst, Jensen, Larson, Richards and Shields voting in favor; Member Morrill absent.

## **Board Meeting**

### **General Consent Calendar**

Motion was made by Member Judy Larson and seconded by Member Bette O. Arial to approve the General Consent Calendar with the exceptions of Item E, Comprehensive Guidance Program, Rule R277-462; Item F, Applied Technology Center and Service Region Standards and Operating Procedures, Rule R277-904; and Item G, Certification Agenda. Motion carried with Members Arial, Barney, Burningham, Cannon, Ferrin, Haslem, Henshaw, Hurst, Jensen, Larson, Richards and Shields voting in favor; Member Morrill absent.

#### 1. Minutes of Previous Meeting

Minutes of the Meeting of the State Board for Applied Technology Education and the State Board of Education held December 6, 1999.

#### 2. Contracts

The following contract were approved by the Board:

(1) Research & Development Consultants. \$56,250. 1/1/00-12/31/00 - Fed. - Amend.

Federal regulations require an annual report from the LEAs to the SEA and from the SEA to the Secretary of Education. This report includes statistical information on services provided and an evaluation of the effectiveness of the programs funded. Also, evaluation and assessment services for Title I. R&D Consultants collect and produce the information required for Title VI, Tile I and Special Education.

(For complete details of the Contract, see General Exhibit No. 8292.)

#### 3. Goals 2000 Flexible Funding Subgrants

This is the sixth year of federal funding for Goals 2000 Subgrants. School Districts apply for subgrants that address needs identified by the following:

- Eight National Goals
- Seven Priorities of the U.S. Department of Education

- Utah Education Priorities
- Standards and Assessments
  - Utah State Board of Education Strategic Plan
  - Strategic plan of local alliance, consortium, or partnership

One goal of each Goals 2000 Subgrant is to improve student academic achievement. Each subgrant director submits a report that documents progress toward the subgrant goals.

The Board approved the following Goals 2000 Flexible Funding Subgrants funding for 2000-2001:

Professional Development 45 \$2,363,158

Local Educational Reform 4 237,450 Pre-service Education 4 202,568

TOTAL 53 \$2,803,176 /

(For complete details, see General Exhibit No. 8293.)

#### 4. Truancy Prevention, Rule R277-607

The Truancy Prevention rule was amended to provide greater flexibility for school districts in complying with the law and developing a truancy policy. The Board approved the amendments on second reading at the December 6, 1999 board meeting. There have been no further modifications to the rule. (For complete details, see General Exhibit No. 8294.) The Board approved Rule R277-607, Truancy Prevention on third and final reading.

#### 5. Claims Report

The Claims Report in the amount of \$187,554,093.67 ending December 31, 1999. (For complete details, see General Exhibit No. 8295.)

#### Comprehensive Guidance Program, Rule R277-462

Earlier this year, a revision of Rule R277-462 was approved by the Board for the purposes of adjusting some distribution of funding for the Comprehensive Guidance Program. At that time a proposed guideline of student education occupation plan (SEOP) small groups was tabled pending the recommendation of a task force created by the Board. The recommendation of the task force is included in this subsequent revision of Rule R277-462. The Board approved the revision of the rule on second reading at the December 6, 1999 board meeting. There have been no further modifications to the rule. (For complete details, see General Exhibit No. 8296.)

Member Janet Cannon questioned where the individual SEOP was spelled out in the rule. Chairman Kennedy clarified that the individual SEOP was included in statute. The statute required the Board to define the small group and a few other items. Member Cannon voiced concern that individual ESOPs be addressed in the rule so it is clear that ESOPs are to be given in the different grade levels.

Board action was withheld until the individual SEOP issue could be more clearly defined.

#### Certification Agenda

The Certification Agenda included recommendations for temporary certification authorization requests.

Member Judy Larson reported that there is an addendum to the Requests for Temporary Authorizations which includes the deletion of Bryan Lindberg, Alpine District and adds Marilyn Scheibe, Granite School District. (For complete details, see General Exhibit No. 8297.)

Motion was made by Member Judy Larson and seconded by Member C. Grant Hurst to approve the Requests for Temporary Authorizations including the addendum. Motion carried with Members Arial, Barney, Burningham, Cannon, Ferrin, Henshaw, Hurst, Jensen, Larson, Richards and Shields voting in favor; Members Haslem and Morrill absent.

### Applied Technology Center and Service Region Standards and Operating Procedures, Rule R277-904

Two modifications to this rule were approved by the board at the December 6, 1999 meeting. These modifications adjust requirements for applied technology center board membership and provide for enhanced collection of standardized financial information to be reported to the Board, the State Auditor and others. There have been no further modifications to the rule.

Superintendent Laing presented a memorandum from Associate Superintendent Rob Brems about a minor altering of wording in R277-904-1.I indicating that the determination of an auditor would be at the discretion of ATESR fiscal agent. (For complete details of Rule R277-904 and memorandum, see General Exhibit No. 8298.)

Motion was made by Member C. Grant Hurst and seconded by Member Marilyn Shields to approve Rule R277-904, Applied Technology Center and Service Region Standards and Operating Procedures on third reading with changes as noted. Motion carried with Members Arial, Barney, Burningham, Cannon, Ferrin, Henshaw, Hurst, Jensen, Larson, Richards and Shields voting in favor; Member Haslem and Morrill absent.

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## **Executive Session**

Motion was made by Member Boyd F. Jensen and seconded by Member Janet A. Cannon to move into executive session for the purposes of litigation or personnel matters. The Board was polled and by unanimous consent of those present (Denis Morrill absent) the Board moved into executive session at 11:40 a.m.

Motion was made by Member Susan C. Henshaw and seconded by Member Joyce W. Richards to reconvene into open meeting. Motion carried with Members Arial, Barney, Burningham, Cannon, Ferrin, Haslem, Henshaw, Hurst, Jensen, Morrill, Richards and Shields voting in favor; Member Larson absent.

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## **Open Board Meeting**

The Board reconvened at 1:20 p.m.

### **Utah School Boards, Board of Directors**

Motion was made by Member Susan C. Henshaw and seconded by Member Marilyn Shields to elect Member Judy Larson to serve on the Utah School Boards Board of Directors. Motion carried with Members Arial, Barney, Burningham, Cannon, Ferrin, Haslem, Henshaw, Hurst, Jensen, Morrill, Richards and Shields voting in favor; Member Larson absent.

## **Legislative Tracking Sheet**

Member Cheryl Ferrin suggested that **Board members be assigned certain bills** and be responsible for

tracking the progress of those bills.

Chairman Kennedy recommended that if Board members were tracking certain bills that they **let the Board leadership know** so they could determine what is being covered and what needed to be covered.

Superintendent Steven O. Laing presented the **recommendations on the current proposed legislation using the tracking sheet**. (For complete details of the Tracking Sheet, see General Exhibit No. 8299.)

Motion was made by Member C. Grant Hurst and seconded by Member Susan Henshaw that the Board **oppose HB 36, School Fees Amendments**. Motion carried with Members Arial, Barney, Burningham, Cannon, Ferrin, Haslem, Henshaw, Hurst, Jensen, Morrill, Richards and Shields voting in favor; Member Larson absent.

Motion was made by Member C. Grant Hurst and seconded by Linnea S. Barney that the Board **support the concept of SB 99, Kindergarten in the Public Schools**. Motion carried with Members Barney, Burningham, Cannon, Ferrin, Henshaw, Haslem, Hurst, Jensen, Morrill, Richards and Shields voting in favor; Member Larson absent; Member Arial abstained.

Vice Chairman Kim Burningham suggested that the **Board give emphasis to really good pieces of education related legislation** and be very active in support of those items. He further suggested that the Board pick six big issues that they care about and make them stand out. Member Grant Hurst suggested that the **legislation be grouped into categories** such as firearms, the Board's top fifteen funding items, and the tobacco issues, etc.

Superintendent Laing recommended that the tracking sheet be maintain as it is and asked the **Board to identify their five or six priority issues**. Staff could then report on those priorities.

Discussion ensued relative to the format and how items would be identified.

Motion was made by Member Cheryl Ferrin and seconded by Member Bette O. Arial to **approve the positions indicated by staff on the tracking sheet**. Motion carried with Members Arial, Barney, Burningham, Cannon, Ferrin, Haslem, Henshaw, Hurst, Jensen, Morrill, Richards, and Shields voting in favor; Member Larson absent.

Superintendent Laing identified **six areas that staff would group the legislation** in for future discussion: firearms, accountability issues, funding (especially directed toward the Board's 15 priorities), tobacco money, teacher preparation, and trust lands.

Vice Chairman Kim Burningham recommended that at the next Board meeting the **Board create a list of their top priorities**.

## **Legislative Procedures**

Representative Lloyd Frandsen presented information on **working with the legislature**. He categorized his process in **two phases**. The **first being External Environment**. He stated that when you want something done, the first thing you need to do is communicate to people that you want to cooperate and to develop a long lasting working relationship. If they choose not to cooperate, you need to be provocative. He indicated that the Legislature receives a lot of information, and if you don't gain their attention, you get no where. When you are provocative, you need to sit down with people and communicate with them face to face. You need to let them know what the problem is and let them know your overall intent is to cooperate. When mistakes are made you need to be very quick to forgive. Representative Frandsen further stated that you need to deal with **"hot spots"**. Board Members need to go to their legislators and indicate they want to work with them and bring the "hot spot" issues to them. You have to be willing to "bump" for what you are asking for in education. If not, they don't remember you.

Representative Frandsen indicated that the **second phase is Internal Environment**. He stated that the Board is bombarded by people who want to tell you how to do your business. He commented on school culture and the role leadership plays in that process. Even though you take all the external matter, it will never make the kind of difference you can ultimately make if you can begin to change the culture inside the school system. He further indicated that culture is very powerful controlling thing. He felt there are many examples of schools that succeed and do very well and perpetuate good school culture. He indicated school culture is the kind of thing that can be shaped. He suggested that **if you don't deal with that culture internally, you will never ultimately succeed**.

Member Janet Cannon, commented referring to "**hot spots**", and that after hearing the Governor's Budget and his commitment to funding for education and subsequently hearing opposite noise from members of the legislature. She asked Representative Frandsen how he perceived education going before the legislature this year and if this issue is a "**hot spot**", and will legislators give ear to the Governors proposals? Also, how can the Board assist in making education funding an important issue to our legislators?

Representative Frandsen responded that there is no question that it is a "**hot spot**." He indicated that the legislature is in a tough position. He stated that the best way for the Board to communicate is to sit down with people and be clear about where you are standing, do it face to face. Board members need to be visible and make it clear where you stand, and what you want. The Board needs to make it clear to their legislators that if this does not happen, what the consequences will be. If the Board can do this their chances of succeeding are tremendously increased.

Superintendent Laing questioned whether or not legislators recognize board members as elected colleagues; and if is there a way to **enhance the recognition that the Board represents a constituency in many cases larger than some of the legislators**.

Representative Frandsen indicated that from his perspective they do not. It is the noise that is created and this is an environment that the Board has some control over and can change. **They will never pay attention to you until you become provocative**. He encouraged Board members to meet with their legislators, cooperate, and form a long lasting relationship and have something to bring to the table. He cautioned them to not be politically polite.

Member Cheryl Ferrin questioned what offends a legislator so they do not want to listen to you?

Representative Frandsen indicated it would be the same things that turn board members off. They don't feel understood, you are not listening, etc. He indicated that when you lobby legislators **compliment them, but be genuine when doing so and be specific**.

Representative Frandsen recommended that board members **meet face to face with a single legislator** not two at the same time. Indicate to them that you need and want their help. The next most effective means is **EMAIL and letter writing**. Legislators generally do not like to receive faxes. He recommended that when writing letters, make it simple, especially during the session. Hand address the envelope, and address the legislator by name, and ask that they get back to you. He also recommended that Board Members come to the session and take a note in for a legislator to come out and meet with you. He further suggested that they meeting with a legislator at their home.

Chairman Kennedy expressed **appreciation to Representative Frandsen for coming to the Board meeting** and sharing his expertise in dealing with the legislature. She further expressed appreciation for his support of education.

## CACTUS System Demonstration

**The Computer-Assisted Credentials of Teachers in Utah Schools (CACTUS system) is a statewide**

**data base** that contains educator licensure information. A great deal of time and financial resources have been invested to create an effective statewide personnel file data system. CACTUS provides ready access to professional educator personnel data such as credentials, degrees, experience, and assignment information. Also, it maintains information related to state inservice activities and authorization requests. Jan Britton presented an electronic demonstration of the CACTUS system.

Motion was made by Member C. Grant Hurst and seconded by Member Denis R. Morrill to receive the report and commend them for a job well done. Motion carried with Members Arial, Barney, Burningham, Cannon, Ferrin, Henshaw, Hurst, Jensen, Morrill, Richards and Shields voting in favor; Members Haslem and Larson absent.

## **Other Business**

Chairman Kennedy recognized **Kathy Kapos, education reporter for the *Salt Lake Tribune* who voiced a concern with the possible use of EMAIL by Board members to do Board business.** She felt that Board business needed to be discussed in an open meeting and action taken in an open meeting and not via EMAIL. Ms. Kapos expressed appreciation to the Board for being open and cooperative in the past

Superintendent Laing commented that the Board could communicate with one another via EMAIL but they could not arrive at a decision outside of a board meeting. Further, that the Board should be careful that the communications with one another not carry the gist of the argument that has been persuasive and not part of a public record. Superintendent Laing expressed appreciation to Ms. Kapos for bring this to our attention.

Chairman Kennedy also expressed appreciation to Ms. Kapos for making the point and bringing this to our attention. She also indicated that we would try to see if there were **policies in other states relative to this issue.**

Chairman Kennedy reminded the **Audit Committee of their meeting following this meeting.**

Motion was made by Member C. Grant Hurst and seconded by Member Marilyn Shields to adjourn.

Meeting adjourned at 3:00 p.m.