

**UTAH STATE BOARD OF EDUCATION
BOARD MEETING MINUTES**

September 4-5, 2014

BOARD WORK/STUDY SESSION, September 4, 2014

A work/study session of the Board was held September 4, 2014 at the Utah State Office of Education, 250 East 500 South, Salt Lake City, Utah. At the request of the Chair, Vice Chair David Thomas conducted.

Members present included Dixie Allen, Leslie Castle, Barbara Corry, David Crandall, Michael Jensen, Jennifer Johnson, Steven Moore, Jefferson Moss, Mark Openshaw, Debra Roberts, David Thomas, and Terryl Warner. Members Kim Burningham and Freddie Cooper participated by phone. Members Kristin Elinkowski, Dan Griffiths and Marlin Jensen were excused. Others present included Joel Coleman, Sydnee Dickson, Bruce Williams, Judy Park, Emilie Wheeler, Lorraine Austin, Roxana Orellana, Jay Blain, and Jan Ferre.

Vice Chair David Thomas called the meeting to order at 5:10 p.m.

SAGE Standard Setting

Associate Superintendent Judy Park introduced Chris Domaleski and Scott Marion, Center for the Improvement of Educational Assessment, and Gary Phillips, American Institute for Research (AIR). They discussed the standard setting process for Utah's assessment system, SAGE, in preparation for the Board's decision on cut scores in its meeting on September 5.

Board Roles and Responsibilities

Deputy Superintendent Sydnee Dickson facilitated a discussion with Board members on the Board's roles and responsibilities.

Adjournment

Motion was made by Member Allen and seconded by Member Johnson that the meeting adjourn.

Motion carried. The meeting adjourned at 8:17 p.m.

UTAH STATE BOARD OF EDUCATION MEETING - September 5, 2014

A regular meeting of the Utah State Board of Education was held September 5, 2014 at the Utah State Office of Education, 250 East 500 South, Salt Lake City, Utah. At the direction of the Chair, Vice Chair David Thomas conducted.

Board Members present:

Chair David L. Crandall	Member Marlin Jensen (non-voting)
Vice Chair David L. Thomas	Member Michael Jensen
Member Dixie L. Allen	Member Jennifer A. Johnson
Member Kim R. Burningham	Member Steven R. Moore
Member Keith M. Buswell	Member Jefferson Moss
Member Leslie B. Castle	Member C. Mark Openshaw
Member Freddie Cooper (non-voting)	Member Debra G. Roberts
Member Barbara W. Corry	Member R. Dean Rowley (non-voting)
Member Kristin Elinkowski (non-voting)	Member Teresa L. Theurer (non-voting)
Member Dan Griffiths	Member Terryl Warner
Member Heather Groom	

Executive and Board staff present:

Joel Coleman, Interim State Supt.	Lorraine Austin, Board Secretary
Sydnee Dickson, Interim Deputy Supt.	Natalie Grange, Board Internal Auditor
Judy Park, Associate Supt.	Emilie Wheeler, Board Communications Specialist
Bruce Williams, Associate Supt.	
Russ Thelin, USOR Executive Director	

Others present:

Michael Clara, Salt Lake City School Board; Ryan Bringhurst; Debby Llewelyn, UAPCS; Lydia Nuttall, parent; Karee Atkinson, Decoding Dyslexia; Phoebe Beacham, Decoding Dyslexia; Bruce Northcott, Daggett School District; Kris Fawson; Tina Smith, UAPCS; Jan Ferré, LCPD; Joylin Lincoln, MyOptions; Tracy Miller, Utah PTA.

Opening Business

Vice Chair David Thomas called the meeting to order at 10:08 a.m. He discussed the possibility of changing the date of the October Board meeting.

MOTION was made by Member Groom and seconded by Member Openshaw that the October Board meeting be moved from October 3 to October 10.

Motion carried, with Members Allen, Buswell, Crandall, Groom, Jensen, Openshaw, Thomas and Warner in favor, and Members Burningham, Castle, Corry, Johnson, Moss and Roberts opposed.

MOTION was made by Chair Crandall and seconded by Member Openshaw that the agenda be changed as follows: 1) move lunch to the conclusion of the Governor's discussion; 2) shorten the Executive Session; 3) add a discussion of the characteristics for a new superintendent at 2:20 p.m.

Member Teresa Theurer led those present in the Pledge of Allegiance.

Board Member Welcome Message

Member Debra Roberts welcomed the Board. She encouraged Board members to do individual self-evaluations of their work as Board members. She distributed and reviewed an example of a self evaluation which asked, "Do I contribute to the balance of the Board?"

Swearing in of Interim Superintendent

Chair David Crandall administered the Oath of Office to Joel Coleman as the Interim State Superintendent of Public Instruction.

Introduction of New Employees

H.R. Director Dave Rodemack introduced the following new employees: Marlene Ruff, Joshua Graham, Kylie Deverell, Sheri Ebert, Jennifer Frondsens, Donnis Roberts, Doug Livingston, Momi Tu-ua, Tori Jensen, Joseph Heywood, Dan Schoenfeld and Albert Tay.

Acknowledgment of Student Art

USOE Educational Specialist Cathy Jensen acknowledged the new art work in the Board room from Old Mill Elementary in Heber City and Provo High School.

Public Participation

Deon Turley, Utah PTA - has been involved in the work on the SAGE assessments and expressed appreciation for the Board's work in helping parents see more clearly through

assessments what is happening with the education of their children.

Sara Jones, Utah Education Association (UEA) - UEA has been focused on identifying highly effective teachers over last two years through the initiative, *Educators Taking the Lead*. The goal is to support educators in improving instructional quality, improving student learning, and meeting the expectations of the new evaluation requirement. UEA has invested more than \$400,000 in supporting teachers in the process of improving instructional quality, including partnering with USOE to jointly train teachers, working to coordinate efforts and resources, and assisting with development of district Student Learning Objectives planning teams. UEA will be rolling out specific resources to supplement the training done by the USOE and school districts. They have appreciated the opportunity to collaborate with the USOE on this initiative.

Matt Bowman - works with local education agencies to help them personalize distance education programs. He thanked the Board Audit Committee for acknowledging the complexity of writing specific rules around distance education. He also complimented the Board for its efforts to support computer science and add digital literacy courses.

Kerrie Atkinson, Decoding Dyslexia Utah - a key piece of students reading on grade level is addressing students with dyslexia. In Utah, students identified as dyslexic are increasing. It has been seen as a special education problem, but 2/3 of those students are in regular education. All of the research indicates that students with dyslexia need to be identified early and receive appropriate interventions. Decoding Dyslexia Utah has been working with the USOE to develop a Level 2 reading intervention endorsement for teachers. She asked on behalf of the organization that a request for funding be included in the Board's budget priorities for a stipend for teachers who get this endorsement.

Phoebe Beacham, Decoding Dyslexia Utah - mentioned the role technology can play with students with dyslexia. Technology is critical to provide audio books, text to speech and speech to text. She asked that when discussions of universal design, the 1 to 1 device initiative and other assistive technology devices occur, consideration be included for students with

learning disabilities, including dyslexia. Technology is particularly important for dyslexic students 4th grade and above that did not receive early intervention.

Michael Clara, Salt Lake City Board of Education - reported that in Salt Lake District students were injured on school bus because a hose ruptured and sprayed hot coolant on them. He discovered that this is a nationwide problem, and though a recall was issued, this bus wasn't part of the recall. He is concerned there is no regulatory intervention for states to step in, and distributed a letter expressing his concerns. He asked the Board to examine the issue and determine where the deficiencies are in the state.

General Consent Calendar

MOTION was made by Member Allen and seconded by Member Jensen that the Board approve the General Consent Calendar, with Tab K, R277-471 *School Construction Oversight, Inspections, Training and Reporting*, removed.

Motion carried unanimously.

A. Minutes of Previous Meeting

Minutes of the State Board of Education meetings held August 7-8, 2014 and August 21, 2014 were approved.

B. Monthly Budget Report

The Board received the monthly budget report.

C. Contracts

1. The Board approved the following contracts.

American Institutes for Research, \$7,261,911, 09/01/2014 to 10/31/2018, Amendment

To provide Utah Statewide Computer Adaptive Assessment and related services.

2. Utah State Independent Living Center, \$159,653, 10/01/2014 to 09/30/2015, Amendment, federal

To provide resources to the Independent Living Program in accordance with Title VII Part B and the State Plan for Independent Living.

Contracts 3 through 30 are done in order to meet the USOE Special Education Section responsibility to monitor compliance with federal and state requirements within a framework of supporting positive results for students with disabilities.

3. Karen Kowalski, \$143,983.76, 09/15/2014 to 09/14/2019, federal

To act as a Complaint Investigator, UPIPS Coach, Mentor and Site Monitor.

4. Education Directions, \$896,713.04, 09/15/2014 to 09/14/2019, federal

To act as a UPIPS Site Monitor.

5. Scott & Geri, \$115,314.43, 09/15/2014 to 09/14/2019, federal

To act as a Hearing Officer.

6. Louise Ogden, \$896,394.49, 09/15/2014 to 09/14/2019, federal

To act as a UPIPS Site Monitor and Parent Advocate.

7. Pingora Consulting, LLC, \$1,302,702.65, 09/15/2014 to 09/14/2019, federal

To act as a Complaint Investigator, Hearing Officer, Fiscal Monitor and Mediator.

8. Stefanie Crugun, \$997,692.80, 09/15/2014 to 09/14/2019, federal

To act as a UPIPS Mentor, Site Visit Monitor, and Parent Advocate.

9. Mary Ann Williams, \$818,159.06, 09/15/2014 to 09/14/2019, federal

To act as a UPIPS Coach, Mentor, and Site Monitor.

10. Ann Miller, \$206,419.20, 09/15/2014 to 09/14/2019, federal

To act as a UPIPS Site Monitor.

11. Utah Parent Center, Inc., \$392,082.33, 09/15/2014 to 09/14/2019, federal

To act as a Parent Advocate.

12. Amy Groll, \$623,717.27, 09/15/2014 to 09/14/2019, federal

To act as a UPIPS Coach, Mentor, and Site Monitor.

13. Amy Trombetti, \$987,371.84, 09/15/2014 to 09/14/2019, federal

To act as a UPIPS Coach, Mentor, and Site Monitor.

14. Barbara Spark, \$787,960.70, 09/15/2014 to 09/14/2019, federal

To act as a UPIPS Coach, Mentor, and Site Monitor.

15. Connie Nink, \$65,778.84, 09/15/2014 to 09/14/2019, federal

To act as a UPIPS Mentor and Site Monitor.

16. Janet Gibbs, \$312,941.70, 09/15,2014 to 09/14/2019, federal

To act as UPIPS Mentor and Site Monitor.

17. Janet Hanson, \$381,684.39, 09/15/2014 to 09/14/2019, federal

To act as a UPIPS Mentor and Site Monitor.

18. Sage SpEd Consulting, Inc., \$32,518.06, 09/15/2014 to 09/14/2019, federal

To act as a UPIPS Monitor.

19. Lisa Morris, \$497,699.63, 09/15/2014 to 09/14/2019, federal

To act as a UPIPS Mentor and Site Monitor.

20. Nan Gray, \$932,454.14, 09/15/2014 to 09/14/2019, federal

To act as a UPIPS Coach, Mentor, and Site Monitor.

21. Nicole Broberg, \$595,812.46, 09/15/2014 to 09/14/2019, federal
To act as a Behavior SWAT and UPIPS Site Monitor.
22. Richard Schwermer, \$398,185.19, 09/15/2014 to 09/14/2019, federal
To act as a Hearing Officer.
23. Russell Price, \$28,350.79, 09/15/2014 to 09/14/2019, federal
To act as a Mediator and IEP Facilitator.
24. Sally Dyches, \$777,512.32, 09/15/2014 to 09/14/2019, federal
To act as a UPIPS Mentor and Site Monitor.
25. Sandra Hanson, \$999,986.35, 09/15/2014 to 09/14/2015, federal
To act as a UPIPS Coach, Mentor and Site Monitor.
26. Susan Scherer, \$206,419.20, 09/15/2014 to 09/14/2019, federal
To act as a UPIPS Site Monitor.
27. Thomas Walker, \$334,284.43, 09/15/2014 to 09/14/2019, federal
To act as a UPIPS Mentor and Site Monitor.
28. Wade Glathar, \$2,058,458.14, 09/15/2014 to 09/14/2019, federal
To act as a UPIPS Coach, Mentor and Site Monitor.
29. Wallace Calder, \$408,378.73, 09/15/2014 to 09/14/2019, federal
To act as a Complaint Investigator, Hearing Officer, Mediator, and IEP Facilitator.
30. Cheryl Hostetter, \$206,419.20, 09/15/2014 to 09/14/2019, federal
To act as a UPIPS Site Monitor.

D. Contract Reports

The Board received the report of contracts with renewals within the next six months.

E. Ratification of Hiring

The Board ratified the hiring of Douglas Livingston as an Education Specialist in the CTAE Section.

F. R277-404 Requirements for Assessment of Student Achievement

The Board approved R277-404 *Requirements for Assessment of Student Achievement*, as amended, on third and final reading.

G. R277-422-4 State Supported Voted Local Levy, Board Local Levy and Reading Improvement Program - K-3 Reading Achievement Program

The Board approved R277-422 -4 *State Supported Voted Local Levy, Board Local Levy and Reading Improvement Program - K-3 Reading Achievement Program*, as amended, on third and final reading.

H. R277-504 Early Childhood, Elementary, Secondary, Special Education (K-12), and Preschool Special Education (Birth-Age 5) Licensure

The Board approved R277-504 *Early Childhood, Elementary, Secondary, Special Education (K-12), and Preschool Special Education (Birth-Age 5) Licensure*, as amended, and continuation of the rule, on third and final reading.

I. R277-506 School Psychologists, School Social Workers, School Counselors, Communication Disorders (Audiologists), Speech-Language Pathologists, and Speech-Language Technicians Licenses and Program

The Board approved R277-506 *School Psychologists, School Social Workers, School Counselors, Communication Disorders (Audiologists), Speech-Language Pathologists, and Speech-Language Technicians Licenses and Program*, as amended, and continuation of the rule, on third and final reading.

J. R277-800 Utah Schools for the Deaf and the Blind

The Board approved R277-800 *Utah Schools for the Deaf and the Blind*, as amended, and continuation of the rule, on third and final reading.

K. R277-471 School Construction Oversight, Inspections, Training and Reporting

This rule was removed from the Consent Calendar.

L. Adoption of Per Diem Rates

The Board adopted the per diem rates for boards established by the director of the State Division of Finance.

M. List of Educator Licenses Processed

The Board received the report of the total number of educator licenses and license areas processed in August 2014.

Board attorney Chris Lacombe informed that he has reviewed R277-471 to determine whether it complied with the Utah Administrative Procedures Act. He indicated the rule does comply, and recommended that additional language be included to specify that the process outlined in the rule is an informal adjudicative process. His suggested changes have been included in the rule.

MOTION was made by Member Griffiths and seconded by Member Openshaw that the Board approve R277-471 *School Construction Oversight, Inspections, Training and Reporting*, as amended, on third and final reading.

Motion carried unanimously.

STEM Action Center Update

Jeff Nelson, STEM Action Center Chair, and Dr. Tami Goetz and Norm LeClair from the STEM Action Center were welcomed to the meeting. Mr. Nelson reported that the STEM Action Center is a good thing in which to be investing. The Center is continually trying new things that are being proven with testing and empirical data. The Center has been very

successful in obtaining new funding, including a \$30 million legislative appropriation. He recognized Board Members Jefferson Moss and Mark Openshaw for their work on the Center Board and expressed appreciation for support from Martell Menlove, Sydnee Dickson, Diana Suddreth and Joel Coleman from the State Office of Education.

Dr. Tami Goetz, Executive Director, updated the Board on the work of the Center including a focus on professional development opportunities for K-12, work to improve career and technical education, work to support the identification of technologies that will improve student achievement, provision of more connections to the work force, and provision of certifications to get into workplace. The Center has also supported USOE in its work on a STEM endorsement for teachers and changing the 7th grade CTE course. She asked how the Center can better collaborate with the Board to provide support.

Member Moss expressed appreciation for his participation on the STEM Center Board. The STEM Center provides a great bridge between the USOE and businesses. He has been impressed by results-oriented nature of the Center and evaluation of the pilot projects.

Member Cooper asked if there could be a connection between the STEM program and the USOE MESA (math, engineering, science and technology) program. It was reported that a pilot program is in place with MESA to focus on educators and give them an opportunity to become better informed about what's happening with employers in the state. The Center is looking at extending the pilot to provide more connections with companies and educators so students can be better informed about STEM-based careers. Member Moss reported that his company hosted a group of MESA teachers and it was a wonderful event.

Discussion with Auditor Dougall

State Auditor John Dougall was welcomed to the meeting. He introduced Van Christensen from the Auditor's office, who works with schools districts. Mr. Christensen gave a presentation regarding governing with audit committees.

Mr. Dougall reiterated that as auditors do their work they keep the audit materials

confidential, and typically release all information in official reports. One of the key things is that an audit can be a tool to help preemptively identify problems and take care of problems early. He offered the assistance fo the State Auditor's office as needed.

SAGE Proficiency Level Cut Scores and School Grading Timeline

SAGE Proficiency Level Cut Scores

A process for setting proficiency level cut scores for the SAGE assessment system has been in place since the SAGE testing window closed in June 2014. Student test results were analyzed over the summer and prepared for a standard setting activity August 11-15. More than 200 educators and stakeholders were involved in the standard setting process. On August 18, the standard setting results were reviewed by stakeholders and approved to be submitted to the Board. The Board reviewed the recommendations for setting cut scores in its work/study session on September 4.

MOTION was made by Member Johnson and seconded by Member Openshaw that the Board approve the SAGE cut scores as presented.

Motion carried unanimously.

Accountability Reporting and School Grading Timeline

Associate Superintendent Judy Park discussed moving forward as SAGE scores are used now for accountability purposes. With the approval of the cut scores staff will immediately begin work to prepare all of data to release scores to schools and districts. It is anticipated that scores will be released in October to schools with aggregate reports to the public.

Accountability reports also need to be prepared, both for the UCAS (Utah Comprehensive Accountability System) system and the School Grading system as outlined in statute. With the new proficiency percentages applied, UCAS will see a downshift in results for the entire state. It is most likely that in the school grading system, the majority of schools will receive a D or an F grade. In anticipation of this problem, the legislature adjusted the law in its

last session to allow the Board to make adjustments in the way school grades are calculated.

Dr. Park reviewed the timeline to prepare the accountability reports for the School Grading system. Once the results are prepared, staff will come to the Board with detailed data and proposals of what the law will allow as far as making adjustments to the calculations. This will most likely happen in November. Once the Board approves a proposal, it must then take the proposal to Executive Appropriations for input. If needed, the proposal will come back to the Board for any changes, which would be anticipated in December. By law, the reports must be released to the public by December 15. Dr. Park expressed concern that it will be difficult to accomplish the December 15 deadline, given all that needs to happen.

MOTION was made by Member Roberts and seconded by Member Burningham that Board leadership take to Executive Appropriations the following three options, recommending the third option: 1) calculate grades with new cut scores, realizing that every school in state will be a D or F; 2) adjust the calculations; 3) put school grading on hold for a year.

It was noted that option three would be out of line with statute.

Further discussion was postponed until after the Board's discussion with the Governor.

Discussion with Governor Herbert

Governor Gary Herbert and his Education Director, Tami Pyfer, were welcomed to the meeting. Governor Herbert expressed that he is honored to be talking with the Board. He mentioned that he was inaugurated a little over five years ago, and at that time presented four pillars for the basis of what the state needs to do, including economic development, education, energy and self-determination. He expressed his optimism for the future of Utah. He also expressed appreciation for former Board member Tami Pyfer in her new role as his Education Director.

Member Buswell expressed a concern that the growing number of local education agencies (LEAs), which includes charter schools, is having a great impact on the State Office of Education and its resources, and more resources are needed. The Governor responded that

education funding is his top budget priority. He asked for more information about the costs involved and indicated that if it is a top priority of the Board, it will have his consideration. Vice Chair Thomas noted that during the recession the USOE took a dramatic cut, and since that time the number of LEAs has increased by 35-40 percent.

Member Castle discussed the importance of inducting children into democracy and teaching them to be Americans. There are many students from out of the country and schools are a great place to induct them. She asked the Governor if he would be willing to take a hard line with legislators about their overreach into what is the Board's duty, and work with the Board to resolve issues rather than taking them to legislation. Governor Herbert concurred that we need to make sure students are taught about the Constitution and agreed that the legislature should not become a super board.

The Governor indicated he would like to partner with Board on a ten-year plan for education.

Member Johnson highlighted an invitation to the Governor to participate in the upcoming interviews for the selection of the new State Superintendent of Public Instruction. The Governor expressed appreciation for the invitation and indicated he has trust in the Board to make the appointment. He committed to having a representative from the Governor's office at the interviews.

Governor Herbert mentioned the important decision the Board made with its request for a waiver from the Elementary and Secondary Education Act and appreciated the way the decision was made. He will be meeting with the U.S. Department of Education regarding the waiver next week, along with Chair David Crandall and Member Keith Buswell.

Member Theurer expressed appreciation for the Governor's support of the Core standards, and hopes for his continued support. The Governor responded that he supports high standards and accountability, but that local control is important. He has called for a legal review to make sure Utah is in control of its own standards, curriculum, assessment and data.

Member Moss asked how the National Governors Association feels about Common

Core issues. Governor Herbert reported that the issues have grown bigger than expected. There are some legitimate concerns and most states are trying to eliminate misunderstandings.

Member Roberts thanked the Governor for his Education Excellence Commission and commended him on the idea of a ten-year plan. She informed him about her motion on school grading and asked to know more about his proposed school report card. Vice Chair Thomas added that it is anticipated that if the Board complies with the law, most school will receive a D or an F grade. The Governor indicated that his goal is to provide accurate information on schools so parents can be informed and schools know what they need to do to improve. He feels the current reporting system doesn't give enough information. He recognizes that when the bar is raised performance levels will initially go down.

Vice Chair Thomas asked about the Governor's support for a technology initiative. The Governor reported that he embraces technology and directed Lt. Governor Bell 1-1/2 years ago to look into improving technology in the classroom. His report will be given on September 23.

Governor Herbert expressed appreciation for the Board's leadership meeting with him, and noted that more meetings with the full Board are needed. He was thanked for coming to meet with the Board.

Governor's School Report Card

Tami Pyfer gave a presentation on the Governor's PACE report card. The report card is designed to provide a comprehensive, transparent view of public education and higher education. Metrics were selected because they indicate or predict student success. It is intended that the Report Card would replace the Board's UCAS model.

Ms. Pyfer requested that the Board adopt the Report Card concept and the preliminary template. If approved, she will work with the Board and USOE to modify the template, adding USBE desired components.

Member Griffiths discussed the concept of adding a student or parent satisfaction measure. He referenced Utah State University's tool for measuring parent satisfaction. Ms.

Pyfer reiterated that the State Board will be key in determining the criteria for the Report Card.

Associate Superintendent Park reported that Ms. Pyfer has presented the Report Card to multiple stakeholder groups and in every case she has only received positive feedback. Many of the elements in UCAS are part of the report card, and there are additional items as well. It could also be used to comply with federal requirements.

MOTION was made by Member Allen and seconded by Member Griffiths that the Board adopt the Utah Education PACE Report Card, with adjustments as needed, to be used in place of the UCAS report.

Ms. Pyfer mentioned that she has contacted legislators regarding legislation that might be needed to move forward.

Motion carried unanimously.

Accountability Report and School Grading Timeline - continued

The Board continued discussing the motion made by Member Roberts on school grading. Members Roberts expressed her concern that a letter grade this year will cause confusion.

MOTION TO AMEND was made by Chair Crandall and seconded by Member Moss that Board leadership take the three options outlined in the motion to Executive Appropriations for discussion and bring the issue back in October for a vote.

Member Roberts asked that if the Board doesn't vote to recommend a freeze in school grading, the Board give direction to staff on the other two options—to calculate grades with the new cut scores or to adjust the calculations. Dr. Park informed that the law requires the Board to develop multiple proposals for how grades could be calculated and come up with specific data for each proposal. With some guidance to narrow it down it could decrease the work for staff.

It was clarified that the amendment is for discussion only, not advocating for any particular option.

It was requested that Associate Superintendent Park and Interim Superintendent Coleman be involved in the meeting with Executive Appropriations. Without objection, this was added to the motion to amend.

Motion to amend carried unanimously.

Motion carried unanimously.

MOTION was made by Member Roberts and seconded by Member Allen that the Governor's Report Card be included in the discussions.

Member Openshaw voiced a concern as to whether the Report Card will be ready this year, and Dr. Park concurred. Member Buswell responded that if it could be done sooner, it might be a good idea to invite Tami Pyfer to the discussion.

Motion carried unanimously.

Beverley Taylor Sorenson Arts Learning Program

Dr. Larry Shumway was invited to the meeting. He reported that he has been working with the Art Works for Kids program and has visited with district superintendents to gather feedback about the program. He reported strong support for elementary arts and a real concern about available resources. He informed that today's presentation will be made to encourage the Board to support funding for elementary arts and the arts generally. He introduced Lisa Clough, Executive Director of Art Works for Kids, and Ms. Clough introduced arts specialists JoAnn Meitler and Molly Neves. They gave a presentation on the program, engaging the Board in an arts and math exercise and sharing a project in visual arts from Summit Academy.

Ms. Clough introduced Jim Sorenson, Board Chair for Art Works for Kids. Mr. Sorenson presented information on the growth of the program, and asked for the program to be a priority on the Board's budget list.

Superintendent's Report

Interim Superintendent Joel Coleman reported on the following:

- Three interim directors were announced: Thalea Longhurst, CTAE; Diana Suddreth, Teaching and Learning; and Ann White, ESEA and Special Programs.
- ACT scores have been released and are something to celebrate.
- Dr. Sydnee Dickson reported on her presentation to the legislative Education Task Force on developing effective school principals. Member Openshaw noted that he was at the presentation and there was a great deal of interest in this issue from the Task Force.
- Board committees will be hearing reports that are scheduled to go to the Education Interim Committee prior to interim meetings. It was noted that two reports will need to be given before the Board meets, and those will be emailed to the Board prior to the interim meeting.
- Joint meetings of the legislative education committees, State Board of Education, and State Board of Regents have been scheduled for September 30-October 1 in Cedar City. The agenda was reviewed. A discussion about technology will be added.

Utah Professional Practices Advisory Commission Recommendations

MOTION was made by Member Johnson and seconded by Member Griffiths that actions on UPPAC recommendations be postponed until the October Board meeting.

Motion failed, with Members Castle, Crandall, Griffiths, Johnson, Moss, Openshaw and Warner in favor, and Members Allen , Burningham, Buswell, Corry, Groom, Jensen, Roberts and Thomas opposed.

MOTION was made by Member Allen and seconded by Member Corry that the Board accept the UPPAC recommendations in the following cases:

- Case No. 13-1138 - suspend the educator's Level 2 Secondary Education License. The educator may request a reinstatement hearing following satisfaction of all conditions in the stipulated agreement and completion of a criminal background check, no

sooner than one year from the date of Board action. Any UPPAC recommendation of reinstatement following a hearing is subject to Board approval.

- Case No. 13-1165 - suspend the educator's Level 2 Secondary Education License. The educator may request a reinstatement hearing following satisfaction of all conditions in the stipulated agreement and completion of a criminal background check, no sooner than the termination of his plea in abeyance by the court. Any UPPAC recommendation of reinstatement following a hearing is subject to Board approval.
- Case No. 13-1171 - suspend the educator's Level 1 Secondary Education License. The educator may request a reinstatement hearing following satisfaction of all conditions in the hearing report and completion of a criminal background check, no sooner than one year from the date of Board action. Any UPPAC recommendation of reinstatement following a hearing is subject to Board approval.
- Case No. 13-1178 - suspend the educator's Level 2 Secondary and Career and Technical Education License. The educator may request a reinstatement hearing following satisfaction of all conditions in the stipulated agreement and completion of a criminal background check, no sooner than one year from the date of Board action. Any UPPAC recommendation of reinstatement following a hearing is subject to Board approval.
- Case No. 14-1183 - suspend the educator's Level 2 Elementary and Administrative/Supervisory Education License. The educator may request a reinstatement hearing following satisfaction of all conditions in the stipulated agreement and completion of a criminal background check, no sooner than six months from the date of Board action. Any UPPAC recommendation of reinstatement following a hearing is subject to Board approval.
- 13-1179 - suspend the educator's Level 2 Special Education License. The educator may request a reinstatement hearing following satisfaction of all conditions in the stipulated agreement and completion of a criminal background check, no sooner

than two years from the date of Board action. Any UPPAC recommendation of reinstatement following a hearing is subject to Board approval.

MOTION TO AMEND was made by Member Warner and seconded by Member Johnson that Case No. 13-1165 be excluded and referred to Executive Session for discussion.

Motion to amend carried.

MOTION TO AMEND was made by Member Castle and seconded by Member Moss that Cases 13-1171, 13-1178 and 14-1183 be excluded and referred to Executive Session for discussion.

Motion to amend carried, with Members Burningham, Buswell, Castle, Crandall, Griffiths, Groom, Jensen, Johnson, Moss, Openshaw, Thomas and Warner in favor, and Members Allen, Corry, and Roberts opposed.

Motion, as amended, to accept the UPPAC recommendations in Cases 11-1138 and 13-1179 carried, with Member Johnson opposed.

MOTION was made by Member Johnson and seconded by Member Castle that the Board amend its schedule to move Executive Session to later in the meeting and hear the Audit Committee report now.

Motion carried.

Board Audit Committee Report

Audit Committee Chair David Thomas reminded Board members that they received a draft summary of a risk assessment of the Utah State Office of Education, with the understanding that the risk assessment has been provided to USOE management who will present a risk mitigation plan at the Board's October meeting. The summary is still a draft and is a protected record.

Member Johnson noted that there are two parts to the risk assessment—one for USOE management and one for the Board. She distributed and reviewed a summary of Board level

implications of the risk assessment that she developed. She concluded that the Board needs to respond to set a priority for the recommendations, and feels that management will be aided by Board direction.

Member Castle questioned whether the risk assessment will be released to the public, citing the desire to be transparent. Vice Chair Thomas responded that the draft cannot be released. He reported that in his experience there is no entity he knows of that releases their risk assessments, because the ability to find risks then decreases. Superintendent Coleman further responded that the assessment is about systems, not people, and that if released prematurely incorrect conclusions could be drawn if not taken in the proper context. The risk mitigation plan can be added upon when presented to the Board. Member Buswell also voiced that it is a prudence issue and if released too early, could create unnecessary alarm. Assistant Attorney General Chris Lacombe reported that this issue was fairly vetted in the Finance Committee. The Board has a strong legal ground to withhold the document because of its draft form.

Member Griffiths asked that staff be allowed the time to more fully gather information regarding the risks identified, some of which have no information. He also noted that there is an important distinction that when talking about the risks it is not being suggested that the risks identified are things that are actually happening now; there just may not be adequate controls in place.

It was clarified that the risk mitigation plan will be a public document.

UPPAC Review Task Force Report

UPPAC Task Force Chair Dan Griffiths reviewed two motions passed by the Task Force in its last meeting.

MOTION was forwarded from the Task Force that the Board release the UPPAC presumptions for public comment for a 60-day period.

Motion carried; Members Moss and Roberts absent.

MOTION was forwarded from the Task Force that the Board seek legislation to require all local education agencies to search the Division of Child and Family Services (DCFS) database prior to hiring.

It was suggested that DCFS be invited to discuss the database with the Board. Member Warned explained that when DCFS conducts an interview on a child abuse case it becomes part of their database, but may never be prosecuted. She feels the BCI database is better.

MOTION TO AMEND was made by Member Johnson and seconded by Member Castle that DCFS be invited to a Board meeting to discuss the database, prior to legislation being sought.

Motion to amend carried.

Motion carried; Members Moss and Roberts absent.

Executive Session

MOTION was made by Member Johnson and seconded by Member Jensen that the Board move into Executive Session for the purpose of discussion the character, professional competence and physical or mental health of individual, and pending litigation.

Chris Lacombe requested discussion of some educator licensing issues prior to moving into Executive Session. He explained that as Board members make decisions about educator licensing, he has observed that all take it very seriously and there are some strongly held opposite views, particularly regarding: 1) The severity or leniency of the terms of suspension; 2) limits on information a Board member can consider in making judgments; and 3) parameters of discretion before a Board member violates the law.

He offered to begin an evaluation of the issues, indicated he would like to discuss them individually with Board members, staff and interested parties. He would do this by looking at the underlying case law and whether statute and Board rule need to be changed, looking at the process by which the information UPPAC uses to make decisions is collected and disseminated, and developing collaborative solutions. Board members were positive about his proposed

evaluation and he was directed to move forward.

Upon voice vote of voting Members present, the Board moved into Executive Session at 3:22 p.m.

Board members present in Executive Session included Members Allen, Burningham, Buswell, Castle, Cooper, Corry, Crandall, Elinkowski, Griffiths, Groom, Marlin Jensen, Michael Jensen, Johnson, Moore, Openshaw, Rowley, Theurer, Thomas and Warner. Others present included Interim Superintendent Joel Coleman, Deputy Superintendent Sydnee Dickson, Board Secretary Lorraine Austin, Board Attorney Chris Lacombe, and UPPAC staff member Rachel Terry.

MOTION was made by Member Buswell and seconded by Member Johnson that the Board come out of Executive Session.

Motion carried. The Board reconvened in open session at 4:25 p.m.

Executive Session Action Items

MOTION was made by Member Buswell and seconded by Member Corry that the Board accept the UPPAC recommendations in Cases 13-1165, 13-1178 and 14-1183.

Motion failed, with Members Burningham, Buswell, Corry, Griffiths, Jensen and Thomas in favor, and Members Castle, Crandall, Groom, Johnson and Warner opposed; Members Allen, Moss, Openshaw and Roberts absent.

MOTION was made by Member Johnson and seconded by Member Castle that the Board reject the UPPAC recommendation in Case No. 13-1171 for the reason of finding the resolution unreasonable in comparison to historic case practice, that a different resolution be found, and that a three-member panel review the case file and present to the Board an alternative resolution.

Motion failed, with Members Castle, Crandall, Griffiths, Groom, Johnson and Warner in

favor, and Members Burningham, Buswell, Corry, Jensen and Thomas opposed; Members Allen, Moss, Openshaw and Roberts absent.

MOTION was made by Member Johnson and seconded by Member Castle that the Board proceed to the next agenda item.

Motion carried, with Member Burningham opposed.

Vice Chair Thomas directed that the cases not approved come back to the October Board meeting.

School Children's Trust Report

The report was postponed until October.

State Superintendent Criteria

Member Griffiths explained the process the Superintendent Search Committee used to develop a list of traits wanted in a superintendent. The list was distributed to the Board.

Member Corry questioned whether the Board is looking for a superintendent that will come in with his/her own vision and push that vision, or for someone that will be willing to do what the Board wants. She also asked how important it is that the superintendent understands how an organization and board works. She mentioned that she would like a superintendent that has some vision, but works well with people and can move them and motivate them.

Vice Chair Thomas questioned whether a superintendent having education experience is of primary concern. He asked whether the Board want someone in terms of management that knows how to lead a large organization and has dealt with boards outside of education, or someone in education who has that same experience.

Member Griffiths voiced that he thinks vision is vitally important, but more important,

that the Board has articulated a clear vision of its expectations. He noted that on the list of traits, the top five don't have anything to do with subject matter expertise.

Member Johnson concurred that a consensus of vision is needed. She mentioned that focusing solely on public education experience ignores the Utah State Office of Rehabilitation.

Member Rowley cautioned that since the superintendent represents education in Utah, he would be uncomfortable if the new superintendent didn't know much about Utah education.

Member Warner voiced her feeling that a superintendent should have education background as the superintendent oversees the largest public education system in the state.

Member Moore indicated he has a great concern that nothing may change if the Board limits itself to looking at someone who has come up through the ranks and only knows education. He felt a broader background would be helpful.

Chair Crandall summarized that there are many different perspectives and that is the strength of this Board. Ultimately the decision will be based upon individual values of each Board member.

Resolution on Federal Land Management Policy

Tim Donaldson, Director of the School Children's Trust Section, presented a resolution on federal land management policy for Board consideration. The Pew Charitable Trust environmental group and Utah Congressman Rob Bishop's office have requested the resolution to support the public land initiative project.

In addition, he presented a letter for signature by the Board Chair to several U.S. senators regarding a proposed national monument in the Greater Canyonlands area.

MOTION was made by Member Johnson and seconded by Member Corry that the Board adopt Resolution No. 2014-02 *A Resolution Establishing the Official Position of the Utah*

State Board of Education Regarding Federal Land Management Policy, with a change to the last “whereas” paragraph to add the words “SITLA and” before “the beneficiaries.”

MOTION TO AMEND was made by Member Griffiths and seconded by Member Johnson that an additional “whereas” paragraph be added to read: “Whereas Utah’s public lands represent one of the most important means of addressing structural funding imbalances in our public education system.”

Motion to amend carried.

Motion carried; Members Allen, Moss, Openshaw and Roberts absent.

MOTION was made by Member Johnson and seconded by Member Griffiths that the Board direct Chair Crandall to sign the proposed letter with the following two changes:

- Last sentence of the second paragraph - strike “spins off” and insert “provides distributions of . . .”
- Third paragraph, second sentence - change “these lands” to “these school trust lands.”

Motion carried; Members Allen, Moss, Openshaw and Roberts absent.

BOARD COMMITTEE REPORTS

FINANCE COMMITTEE

Committee Chair Jennifer Johnson reported on the following items from the Committee.

R277-419-9 Pupil Accounting - Provisions for Maintaining Student Membership and Enrollment Documentation and Documentation of Student Education Services Provided by Third Party Vendors

The Committee directed that the rule come back in October to allow time for

feedback from additional stakeholders and for additional information from staff.

Proposed Compensation Plan

At the direction of the Board, USOE superintendency prepared a USOE employee compensation adjustment plan.

MOTION from Committee that the Board direct staff to create a proposed amendment to the budget with a compensation proposal, with a larger weight of the criteria coming from annual employee evaluations, then individual job responsibilities, and finally, from time within the position at USOE. The plan should also allow sections flexibility for raises within their own operating budgets.

Motion carried; Members Allen, Jensen, Moss, Openshaw and Roberts absent.

The sources of funds were discussed. Staff needs direction on use of rent savings, which are one-time monies that can't be used for compensation and can't go into the discretionary fund.

MOTION was made by Member Johnson and seconded by Member Buswell that the funds from rent savings be put into unallocated accounts of the sections or Board budget. Members Allen, Jensen, Moss, Openshaw and Roberts absent.

Member Griffiths requested that if the motion passes, a time be scheduled to determine what to do with the funds. Member Johnson indicated she would schedule it on the Finance Committee agenda.

Motion carried; Members Allen, Jensen, Moss, Openshaw and Roberts absent.

Final FY14 Budget and Actual Expenditures

This item was postponed until October.

Utah State Office of Rehabilitation (USOR) Quarterly Budget Review

Executive Director Russ Thelin presented the quarterly budget report. It was noted that USOR has satisfied and reduced its structural imbalance. Mr. Thelin extended an offer for the Board to visit USOR programs.

The Committee received the report.

USOE Budget Practices and Procedures

This item was postponed to October.

AUDIT COMMITTEE

Committee Chair David Thomas reported on the following item from the Committee:

The School Trust Fund Board of Trustees has been formed, and its first meeting will be September 15. The School Trust Funds Management Act requires that board to appoint a chief investment office by January 25, 2015.

LAW AND LICENSING COMMITTEE

Committee Vice Chair Kim Burningham reported on the following items from the Committee.

MyOptions Charter Amendment Request

The State Charter School Board reviewed and approved MyOptions request for an amendment to its charter and forwarded it to the Board for approval. The school requests to accelerate its growth model and add grades 9-12 in its first year of operation, as well as the 100 students allocated to those grades. In addition, MyOptions requests 50 new students,

bringing the total enrollment in year one to 550 students.

The Committee approved the amendment 3-2, with Members Burningham, Openshaw, and Warner in favor, Member Castle opposed, and Member Groom abstaining.

MOTION from Committee that the Board approve the amendments as presented to MyOptions charter.

Member Burningham explained that there is a concern that MyOptions should start at level for which it was approved, which was through the 9th grade. The amendment includes through the 12th grade, and it was thought this might be taking on too much in its first year.

Motion failed, with Members Burningham, Buswell, Corry and Thomas in favor, Members Crandall, Johnson and Warner opposed, Members Castle, Griffiths and Groom abstaining, and Members Allen, Jensen, Moss, Openshaw and Roberts absent.

Member Elinkowski noted that the change would only result in adding the high school one year earlier.

MOTION was made by Member Johnson and seconded by Member Crandall that the Board reconsider the amendment in its October meeting.

Motion carried.

Conceptual Draft - R277-505 *Administrative License Areas of Concentration and Programs*

R277-505 *Administrative License Areas of Concentration and Programs* has not been significantly reviewed since 2007. USOE staff have worked closely with the Utah Council for Education Leadership (UCEL) in preparation for updating the rule. Since significant changes are being proposed, staff brought a conceptual draft to the committee before going forward with amendment to the rule. The proposal is designed to address concerns from UCEL and LEAs regarding the readiness of newly licensed administrators to work as building administrators.

The Committee reviewed the proposed draft and provided feedback. The committee

discussed making this a Board legislative priority, and it was requested that staff provide an estimate for the cost of statewide implementation.

Review of District Evaluation Plans in compliance with R277-531 *Public Educator Evaluation Requirements*

R277-531 outlines provisions for new statewide educator evaluation programs. Districts are required to submit yearly updated plans to the Public Educator Evaluation Requirements Advisory Committee.

The Law and Licensing Committee reviewed the 2014 updated district plan details and received information on the plans.

R277-700 *The Elementary and Secondary School Core Curriculum*

In its June 2014 meeting, the Board approved a change to the graduation requirements as proposed by the Board's Digital Literacy Task Force. The change provides for Computer Science to be used as a Core Science Credit and for other Board-approved courses to be counted toward the required .5 Computer Technology credit. R277-700 was amended to reflect those changes.

The Committee approved amendments to the rule on first reading.

MOTION from Committee that the Board approve R277-700 *The Elementary and Secondary School Core Curriculum*, as amended, on second reading.

Member Johnson asked for clarification of the Board-approved courses using the names of the courses listed from the motion in June. Deputy Superintendent Dickson responded that the portion on Computer Science being used as a Core Science Credit was the focus of the amendments, since it could be implemented in the 2014-15 school year. The additional piece using Board-approved courses will need more transition time. A review of the courses for the

Board to approve needs to be conducted. Some of the courses are currently being counted as part of the computer literacy requirements. One of the concerns in listing specific courses is that those courses are not consistent in every school. Member Johnson agreed that the courses do not need to be listed in the rule. Staff will work on the course list, consulting with school counselors.

Motion carried; Members Allen, Jensen, Moss, and Roberts absent.

Educator Peer Assistance and Review (PAR) Pilot Program Report

R277-618 *Educator Peer Assistance and Review (PAR) Pilot Program* calls for the Board to make a report to the Education Interim Committee evaluating the impact of the PAR Program on retaining high quality teachers and dismissing ineffective teachers in a timely manner.

The Committee received the report.

Utah State Board of Education Bylaws and Policies and Procedures

Changes to sections of the Policies and Procedures regarding employee evaluations, discretionary funds, election procedures, and RDA procedures have been proposed. Amendments to Section X *Appointments* of the Bylaws are also proposed.

Committee Chair Openshaw reported that the Committee referred this item to the full Board for discussion and action.

Superintendent Coleman noted that the proposed amendment in Section X-I under Appointments is inconsistent with statute for appointing the USOR Executive Director. He suggested changing the language to say “approve” rather than “appoint.” Member Johnson accepted the change.

MOTION was made by Member Openshaw and seconded by Member Johnson that the

Board approve the proposed changes in the Board Policies and Procedures and Bylaws, with the additional change in Section X of the Bylaws.

Motion carried; Members Allen, Jensen, Moss, and Roberts absent.

MOTION was made by Member Johnson and seconded by Member Burningham that the under the Evaluation of Board Employees Section of the Policies and Procedures, Section B be amended to insert “to the Board” after “provide comments.”

Motion carried; Members Allen, Burningham, Jensen, Moss and Roberts absent.

STANDARDS AND ASSESSMENT COMMITTEE

Committee Vice Chair Barbara Corry reported on the following items from the Committee.

Progress of English Learners in Utah Report

The Legislative Management Committee has requested that the Education Interim Committee study progress in serving students with limited English proficiency, including current programs. The Interim Committee has requested that USOE staff gather information and data pertinent to this request and present a report.

Ann White, Interim Director of Title Programs, and Jose Enriquez, Title III Coordinator presented the report to the Committee prior to its presentation to the Interim Committee.

The Committee received the report. A Title III findings and corrective action report will be presented to the Board in its October meeting.

UPSTART Pilot Project Report

UPSTART is a pilot project created to evaluate the effectiveness of giving preschool children access at home to interactive individualized instruction delivered by computers and

the Internet. The program calls for the Board to make a report to the Education Interim Committee evaluating the impact of the UPSTART program.

USOE staff Jennifer Thronsen and Sheri Ebert presented the report to the Committee. The Committee received the report and requested additional information going forward.

Utah Approved Educator License Preparation Programs Report

R277-502 *Educator Licensing and Data Retention* requires that Utah-approved educator license preparation programs submit a report to the Board. Travis Rawlings, USOE Teaching and Learning Coordinator, presented the report, which includes actions the program has taken to ensure that students completing the program are prepared to meet the standards adopted by the Board, and actions that the program has taken to ensure that students completing the program have completed content course work consistent with the endorsement requirements established by the Board.

The Committee received the report.

Implementation of SB 43 *Intergenerational Poverty Interventions in Public Schools*

The 2014 Legislature passed S.B. 43 with an appropriation of \$1 million to provide additional educational opportunities outside of the regular school day for students affected by intergenerational poverty. The Board is charged with the responsibility to allocate funds based on approvable applications with an annual reporting to the Education Interim Committee.

The Committee received the report.

LEA Parent Curriculum Review Committee

Member Roberts led a discussion in the committee regarding the desire to include parents in the LEA curriculum and materials review process. The Committee requested that a

rule be drafted to encourage parental involvement and that the rule come to the Committee in October.

Legislative Priorities

The Board reviewed a budget sheet provided by USOE staff. Budget priorities must be provided to the Governor by October 24.

MOTION was made by Member Johnson and seconded by Member Buswell that USOE staffing be moved to the #1 ongoing priority.

MOTION TO AMEND was made by Member Johnson and seconded by Member Buswell that the name be changed to risk mitigation.

Motion to amend carried.

Motion carried; Members Allen, Burningham, Jensen, Moss and Roberts absent.

MOTION was made by Member Johnson and seconded by Member Buswell that risk mitigation be added as a one-time priority.

Motion carried; Members Allen, Burningham, Jensen, Moss and Roberts absent.

Member Buswell suggested that the Board add professional development for principals as an ongoing request. It was suggested that this item be bundled with the professional development item currently ranked at #4 and re-titled "targeted professional development."

MOTION was made by Member Johnson and seconded by Member Openshaw that targeted professional development be added as the #3 ongoing priority, to include professional development for math and principal development, and replacing professional development determined by LEAs. In addition, that staff prepare a one-page sheet on each type of professional development.

Deputy Superintendent Dickson cautioned against eliminating professional development determined by LEAS because local boards and the School Superintendents

Association have been asking for this for several years. It should remain part of the discussion.

MOTION TO AMEND was made by Member Buswell and seconded by Member Openshaw that professional development determined by LEAs will be left as the #5 priority.

Motion to amend carried.

Motion carried; Members Allen, Burningham, Jensen, Moss and Roberts absent.

MOTION was made by Member Buswell and seconded by Member Griffiths that an increase for the Beverley Taylor Sorenson Arts Learning Program of \$2 million be added as a one-time priority.

Motion carried; Members Allen, Burningham, Castle, Jensen, Moss and Roberts absent.

MOTION was made by Chair Crandall and seconded by Member Johnson that the Board add \$50 million for the technology initiative under one-time funding, with the understanding that the amount may change.

It was clarified that this is in addition to the ongoing priority.

Motion carried; Members Allen, Burningham, Castle, Jensen, Moss and Roberts absent.

MOTION was made by Chair Crandall and seconded by Member Johnson that the one-time list be approved with risk mitigation as the #1 priority, the technology initiative as the #2 priority, and all others in the order they appear, with the Beverley Taylor Sorenson program added as #7.

MOTION TO AMEND was made by Member Griffiths and seconded by Member Warner that the Capital Equalization Program be moved to #4, above the Transportation Initiative.

Motion to amend carried.

Motion carried; Members Allen, Burningham, Castle, Jensen, Moss and Roberts absent.

Member Elinkowski noted that no funding for charter schools is included. Member

Johnson responded that as this list is for the Governor, it will sit alongside requests from the State Charter School Board.

Board Chair's Report

In consideration of the time, Chair Crandall did not give a report.

Board Member Closing Comments

MOTION was made by Member Johnson and seconded by Member Griffiths that the Board hear the report from the School Children's Trust in October.

Motion carried; Members Allen, Burningham, Castle, Jensen, Moss and Roberts absent.

ADJOURNMENT

MOTION to adjourn was made by Chair Crandall. Motion carried. The meeting adjourned at 6:06 p.m.

Lorraine Austin, Board Secretary
Minutes approved October 10, 2014