

UTAH STATE BOARD OF EDUCATION MEETING MINUTES

November 7-8, 2013

The Utah State Board of Education met at the Utah State Office of Education on November 7, 2013 for a study session and meetings of the Audit, Charter, Communications and USDB Committees. All members were present with the exception of Members Moss, Olsen and Spencer. No action was taken by the Board in those meetings.

A regular meeting of the Utah State Board of Education was held November 8, 2013 at the State Office of Education, 250 East 500 South, Salt Lake City, Utah. At the request of the Chair, Vice Chair David Crandall conducted.

Board Members present:

Chair Debra G. Roberts	Member Marlin Jensen (non-voting)
Vice Chair David L. Crandall	Member Michael Jensen
Member Dixie L. Allen	Member Jennifer A. Johnson
Member Laura Belnap (non-voting)	Member Jefferson Moss
Member Keith M. Buswell	Member C. Mark Openshaw
Member Kim R. Burningham	Member Tami W. Pyfer
Member Leslie B. Castle	Member R. Dean Rowley (non-voting)
Member Barbara W. Corry	Member Isaiah (Ike) Spencer (non-voting)
Member Dan Griffiths	Member Teresa L. Theurer (non-voting)
Member Heather Groom	Member David L. Thomas

Board Members Excused:

Member James V. Olsen (non-voting)

Executive staff present:

Martell Menlove, State Supt.	Russell Thelin, USOR Executive Director
Brenda Hales, Deputy Supt.	Joel Coleman, USDB Supt.
Judy Park, Associate Supt.	Lorraine Austin, Board Secretary
Bruce Williams, Associate Supt.	

Others present:

Shirley Dawson, WSU; Michele Jones, Karel McDonough, Andy Marus, Crista Holt, Paula Miller, Brooke Deardorff, Rachael Baggett, Mindy Layton, Teri Finlayson, Rebekka Ward, Ingrid White, Traci England – Granite School District; Pat Rusk, UEA; James Tobler, Eileen Brown, Liz Burley, Janet Jamison – Salt Lake City School District; Jody Wood, Alpine Uniserv; Mary Cannon, Early Light Academy.

Opening Business

Vice Chair David Crandall called the meeting to order at 9:45 a.m.

Member Heather Groom led the Board in the Pledge of Allegiance. Member James Olsen was excused.

Board Member Message

Member Tami Pyfer welcomed the Board. In commemoration of the 150th Anniversary of the Gettysburg Address, Member Pyfer gave background about the Address, then cited it from memory.

Promises to Keep Highlight

State Superintendent Martell Menlove reported on a visit to Union Middle School in Canyons District where he observed the introduction to CTE course being taught in lower grades. He also visited French immersion school Foxboro Elementary in Davis District, where he rode the school bus to the school. Dr. Menlove reiterated that there is real substance to what is being taught in schools and the improvement efforts are working. For example, in NAEP testing, the scores of Utah Hispanic students raised nine points; Asian Americans—seven; and all others, five points.

Public Participation

Deon Turley, Utah PTA - reported on PTA's annual advocacy conference held October 23, where the organization established its legislative priorities.

General Consent Calendar

Motion was made by Member Jennifer Johnson and seconded by Member Mark Openshaw that Item M, the monthly budget report, be pulled from the Consent Calendar for action following committee meetings.

Motion carried.

Motion was made by Member Keith Buswell and seconded by Member Dixie Allen that the Board approve the General Consent Calendar, excluding items M and D (Board meeting schedule).

Motion carried unanimously.

The Board recessed to committees at 10:00 a.m.

The Board reconvened at 12:15 p.m.

STEM Center Progress Report

Jeffery Nelson, CEO of Nelson Laboratories and chairman of the STEM Action Center Board, was welcomed to the meeting, along with Spencer Eccles, Vincent Mikolay, Meredith Mannebach, and Sue Redington.

A presentation was given about the work of the STEM Center, and a timeline for pilot programs was reviewed. It was clarified that the STEM Center programs are meant to be supplementary. More information can be found at:

<http://www.business.utah.gov/programs/STEM/>.

Board members expressed appreciation for the work of the Center and the efforts to integrate business and education.

2014 Board Meeting Calendar

The Board reviewed the proposed meeting calendar for 2014 which had been pulled off the Consent Calendar for further discussion.

Motion was made by Member David Thomas and seconded by Member Mark Openshaw that the Board approve the 2014 meeting schedule with the following changes:

- Change the March 14 meeting to March 7.
- Remove the March 6 legislative meeting.
- Add a tentative legislative meeting on March 21.

Motion was amended by Member Jennifer Johnson that the Board move the tentative meeting in July to July 17.

Motion to amend carried.

Motion carried.

Utah Professional Practices Advisory Commission (UPPAC) Recommendations

Motion was made by Member Dixie Allen and seconded by Member Barbara Corry that the Board accept the UPPAC recommendation in Case No. 13-1115 to approve a stipulated agreement for suspension of the educator's Level 1 Elementary and Title I Paraprofessional 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 for reinstatement following a hearing is subject to Board approval.

Without objection, the motion was postponed and the discussion on the Case referred to Executive Session.

Motion was made by Member Dixie Allen and seconded by Member Barbara Corry that the Board accept the UPPAC recommendation in Case No. 12-1068 to approve a stipulated agreement for the suspension of the educator's Level 2 Elementary and Early Childhood 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 three and one half (3.5) years from the date of Board action. Any UPPAC recommendation for reinstatement following a hearing is subject to Board approval.

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

Motion was made by Member Dixie Allen and seconded by Member Barbara Corry that the Board accept the UPPAC recommendation in Case No. 13-1136 and approve a stipulated agreement for the suspension of the educator's Level 2 Administrative and 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 two years from the date of Board action. Any UPPAC recommendation for reinstatement following a hearing is subject to Board approval.

Motion carried, with Member Johnson opposed.

Motion was made by Member Dixie Allen and seconded by Member Barbara Corry that the Board accept the UPPAC recommendation in Case No. 13-1134 and approve a stipulated agreement for the suspension of 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 six months from the date of Board action. Any UPPAC recommendation for reinstatement following a hearing is subject to Board approval.

Motion carried unanimously.

Motion was made by Member Dixie Allen and seconded by Member Barbara Corry that the Board accept the UPPAC recommendation in Case No. 13-1135 and approve a stipulated agreement for the suspension of the educator's Level 2 Special and Elementary 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 for reinstatement following a hearing is subject to Board approval.

Motion carried unanimously.

Motion was made by Member Dixie Allen and seconded by Member Barbara Corry that the Board accept the UPPAC recommendation in Case No. 10-961 and reinstate the educator's Level 2 School Counselor and Administrative/Supervisory License.

Without objection, the motion was postponed and discussion on the case referred to Executive Session.

Motion was made by Member Dixie Allen and seconded by Member Barbara Corry that the Board accept the UPPAC recommendation in Case No. 13-1125 and approve a stipulated agreement for suspension of the educator's Level 2 Elementary 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 three years from the date of Board action. Any UPPAC recommendation for reinstatement following a hearing is subject to Board approval.

Motion carried, with Member Johnson opposed.

Executive Session

Motion was made by Member Jennifer Johnson and seconded by Member Dan Griffiths that the Board move into Executive Session for the purpose of discussing the character, professional competence, or physical or mental health of individuals.

A voice vote was taken, and upon unanimous consent of those present, the Board moved into Executive Session, following lunch, at 1:45 p.m.

Those present in Executive Session included: Board Members Allen, Belnap, Burningham, Buswell, Castle, Corry, Crandall, Griffiths, Groom, Marlin Jensen, Michael Jensen, Johnson, Moss, Openshaw, Pyfer, Roberts, Rowley and Thomas; and Martell Menlove, Brenda Hales, Lorraine Austin, Kristina Kindl, Heidi Alder and Rachel Terry.

Motion was made by Member David Thomas and seconded by Member Dixie Allen that the Board come out of Executive Session.

Motion carried. The Board reconvened into open session at 2:40 p.m.

Executive Session Items

Utah Professional Practices Advisory Commission (UPPAC) Recommendations

Motion to accept the UPPAC recommendation in Case No. 13-1115 failed, with Members Allen, Burningham, Buswell, Corry, Griffiths, Pyfer and Roberts in favor, and Members Castle, Crandall, Groom, Jensen, Johnson, Moss, Openshaw and Thomas opposed.

Motion to accept the UPPAC recommendation in Case No. 10-961 failed, with Members Allen, Burningham and Corry in favor, and Members Buswell, Castle, Crandall, Griffiths, Groom, Jensen, Johnson, Moss, Openshaw, Pyfer, Roberts and Thomas opposed.

Motion was made by Member Tami Pyfer and seconded by Member David Thomas that

the Board hold a hearing in UPPAC Case No. 10-961 to hear additional evidence in the case.

Motion carried unanimously.

Coalition of Minorities Advisory Committee (CMAC) Appointments

Motion was made by Member Kim Burningham and seconded by Member Mark Openshaw that the Board appoint the following individuals to CMAC for terms from January 2014 through December 2015: Jean Tokuda Irwin and Ze Xiao Min, representing Asian Americans; Analis Carattini-Ruiz and Edie Park, representing Hispanic Americans; Hema Katoa and Nephi Prime, representing Pacific Islanders; Roderic Land, representing African Americans; and Ken Sekaquaptewa, representing American Indians .

Motion carried unanimously.

USDB Advisory Council Appointment

Motion was made by Member Tami Pyfer and seconded by Member Keith Buswell that the Board appoint Linda Carver, Weber School District, to the USDB Advisory Council, representing district superintendents.

Motion carried unanimously.

Direct Writing Assessment

Utah law requires a direct writing assessment, and the current contract for that writing assessment will be completed this year. Associate Superintendent Judy Park presented a proposal from staff that once the current contract expires, the SAGE writing assessment be used to fulfill the writing requirement of the law. She provided information about the writing portion of the SAGE summative assessment. Through SAGE, the writing assessment will, for the first time, be available for every grade. In addition, since the SAGE writing assessment already falls under the contract in place, it was proposed that the funding appropriated for the direct writing assessment be used for an electronic tool for educators.

Motion was made by Member Debra Roberts and seconded by Member Dixie Allen that

the SAGE writing assessment be used to fulfill the direct writing requirement in statute, beginning in fall 2014.

Motion carried unanimously.

Computer Adaptive Testing Performance Labels and Performance Level Descriptors

Dr. Park presented a proposal for naming the performance levels for the computer adaptive assessment system. A policy review committee and groups of stakeholders have done extensive work to develop the performance levels. The names recommended were: Level 4–Highly Proficient; Level 3–Proficient; Level 2–Approaching Proficient; and Level 1–Below Proficient.

Motion was made by Member Tami Pyfer and seconded by Member Keith Buswell that the Board adopt the performance level names as presented.

Motion carried unanimously.

Dr. Park review proposed descriptors for the four performance levels.

Motion was made by Member Jennifer Johnson that the Board approve the descriptor for Level 4 with the following changes:

- Last sentence - change “indicates students are well prepared” to “indicates students are likely well prepared.”
- Change “they” and “their” in the second sentence, to “he/she” and “his/her.”

Motion carried, with Member Corry opposed.

Motion was made by Member Dixie Allen and seconded by Member Michael Jensen that the Board approve the Level 3 descriptor with the same changes made in Level 4.

Motion carried, with Member Johnson opposed.

Motion was made by Member Dixie Allen and seconded by Member Keith Buswell that the Board approve the Level 2 descriptor, changing “they” and “their,” to “he/she” and “his/her.”

Motion carried.

Motion was made by Member Dixie Allen and seconded by Member Michael Jensen that the Board approve the Level 1 descriptor as written.

Motion carried.

Motion was made by Member Tami Pyfer and seconded by Member Debra Roberts that the Board amend the Levels 3 and 4 descriptors to change the wording, “also indicates students are likely well prepared,” to “also likely indicates students are well prepared.”

Motion carried.

Motion was made by Member Debra Roberts and seconded by Member Michael Jensen that the Board amend the Level 1 descriptor to replace “are able to partially access,” with “are likely to partially access.”

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

Superintendent’s Report

Superintendent Martell Menlove reported on the following:

- The October 1 enrollment data has been released.
- A suicide prevention specialist has been hired, and the USOE is working to be compliant with the law.
- Human Resource Director Dave Rodemack introduced new employees: Matt White, Jackie Hardman, Alexandra Urban, Floyd Edwards and Emilie Wheeler.
- Jacob Bergquist from West High School, and Helen Ma from Davis High School have been named as AP (Advanced Placement) Scholars. Also, Alpine, Davis and Morgan School Districts have been named to the AP District Honor Roll.
- Updates on legislative committee meetings were given.
- Speaker Becky Lockhart has introduced a Strategic Plan Framework used in Maine, indicating it could possibly be used as a governance framework, and she has invited feedback about the framework.
- A proposal from Senator Howard Stephenson to the legislative Education Task Force regarding the formation of an Education Accountability Commission was reviewed.

Response to Communication from Congressman Bishop

In October 2013, Congressman Rob Bishop sent a letter to State Superintendent Martell Menlove and Utah legislators communicating his concerns about the No Child Left Behind (NCLB) Act and waivers now provided by the U.S. Department of Education from requirements of the Act. Representative Bishop expressed specific concerns with the legalities of the waivers and with the Department of Education circumventing state boards of education and going directly to school districts. The Representative called for states, including Utah, to reconsider its acceptance of the waivers.

A letter of response from the Board to Utah legislators was reviewed by the Communications Committee, and the letter with amendments was presented to the Board for review.

It was noted that the \$450 million figure for turnaround models needs to be verified.

Motion was made by Member Tami Pyfer and seconded by Member David Thomas that the Board approve the letter with the following changes:

- Second paragraph - replace “wary of too much federal intrusion” with “wary of inappropriate federal intrusion.”
- Third paragraph - after “the heart of the matter,” add the statement from the first version of the letter beginning with “the doomsday clock . . .”
- Third paragraph - change “Congress has refused” to “Congress has failed.”
- Second bullet - change “\$300 million bill” to “\$300 million annual cost.”

Motion carried; Member Griffiths absent.

Motion was made by Member Tami Pyfer and seconded by Member David Thomas that the statement be added, “For more information, please see attached timeline.”

Motion carried; Member Griffiths absent.

Superintendent Menlove mentioned that he is planning to send a letter to Congressman Bishop, and will indicate that although the federal government has some involvement in public education, the State Board and Utah legislature are clearing guiding education in Utah.

Key School Level Practices Contributing to High Student Achievement

Member David Thomas distributed and reviewed the document, *Key Factors Contributing to High Student Achievement*, prepared for the legislative Education Task Force. The initial indicators were developed by Superintendent Menlove using the Board's strategic plan, and were expanded upon by Member Thomas.

Motion was made by Member David Thomas and seconded by Member Dixie Allen that the Board adopt the document, *Key Factors Contributing to High Student Achievement*.

Motion to amend was made by Member Jennifer Johnson and seconded by Member Kim Burningham that the word "Accomplished" be changed to "Accomplished/In Process" throughout the document.

Motion to amend carried; Member Griffiths absent.

Motion to amend was made by Member Jennifer Johnson and seconded by Member Tami Pyfer that "ongoing priority #3" be added under the Needed section of item 1.

Motion to amend carried; Member Griffiths absent.

Motion to approve the document carried; Member Griffiths absent.

Board Chair's Report**Audit Report**

Board Internal Auditor Natalie Grange reported on three audits: from the Office of the Utah State Auditor, the *Utah State Office of Education and Utah State Office of Rehabilitation Single Audit Management Letter for the Year Ended June 30, 2013*; from the Internal Audit Section, *Report No. 2012-22 - Monitoring of Roads to Independence* and *Report No. 2013-12 - Monitoring of Utah Schools for the Deaf and the Blind*.

School LAND Trust Program Working Group

The independent Trust Advisory Committee recently made a recommendation for the State Board to form a working group to address the two percent cap on the School LAND Trust program. The Board determined that it will wait until after the legislative session to consider

forming a group.

Chair's Report

The following items were discussed by the Chair and Board members:

- Member Moss reported on meetings of the Board Legislative Committee. The committee met with House Speaker Becky Lockhart and Senate President Wayne Niederhauser, where they encouraged individual Board members to reach out to legislators.
- Vice Chair Crandall reviewed the process for upcoming Board leadership elections. Two significant changes in the process include allowing up to three vice chairs and taking nominations from the floor.
- Member Burningham reminded Board members about the excellent training tools available from the Utah School Boards Association.
- Chair Roberts distributed a handout with a synopsis of legislative meetings she has attended.
- Member Pyfer and USOE Social Studies Specialist Robert Austin were thanked for their work on the recent Civics Symposium. A video clip of a student opera about the Gettysburg Address was shown.
- USOE staff will be preparing information in response to feedback from the legal panel on the UPPAC process. In addition, handbooks for UPPAC members are being prepared, and the UPPAC portion of the USOE website is being updated.
- A report was given this morning to some legislators and Board members from parents participating on the Parent Assessment Item Review Committee. The parents were positive about the process. Chair Roberts commended the committee members for the many hours of work they did to review the assessment questions.

Board Committee Reports

CHARTER SCHOOLS COMMITTEE

Committee Chair Heather Groom reported on the following items from the Committee.

Vista at Entrada School of Performing Arts and Technology Charter Amendment

The Committee approved proposed amendments to the charter of Vista at Entrada School of the Performing Arts and Technology, and moved that the Board approve the amendments to the school's charter, to change its instructional program from K12 online instruction to Core Knowledge, change its school purposes to exclude "improved use of technology," remove the goal to teach students a second language, and eliminate the teacher trainer/curriculum consultant position.

Motion carried; Member Griffiths absent.

Good Foundations Academy Charter Amendment

The Committee approved proposed amendments to the charter of Good Foundations Academy, and moved that the Board approve the amendments to the school's charter to add grades 7-8 and 144 students in the 2014-2015 school year (618 student total), and that the Board waive the applicable requirements of Board rule R277-482 *Approved Charter School Expansion*.

Motion carried; Member Griffiths absent.

The Early Light Academy at Daybreak Charter Amendment

The Committee approved proposed amendments to the charter of The Early Light Academy at Daybreak, and moved that the Board approve the amendments to the school's charter to add 280 students in the 2015-2016 school year (1030 students total), increase governing board size to 5-7 members, require that at least 25 percent of governing board members are parents of students currently attending the school, and remove the Student Teacher Parent Organization president as a required member of the governing board.

Motion carried; Member Griffiths absent.

Jefferson Academy Charter Amendment

The Committee approved proposed amendments to the charter of Jefferson Academy, and moved that the Board approve the amendments to the school's charter to add 55 students in the 2014-2015 school year (835 students total).

Motion carried; Member Griffiths absent.

Mountainville Academy Charter Amendment

The Committee approved proposed amendments to the charter of Mountainville Academy, and moved that the Board approve the amendments to the school's charter to add 50 students in the 2015-2016 school year (800 students total).

Motion carried; Member Griffiths absent.

R277-470-6 Charter Schools—General Provisions – Charter School Mentoring Programs

Amendments to R277-470-6 *Charter School Mentoring Program* were presented to the Committee, to provide greater flexibility and simplicity in distribution of the funds for the Charter School Mentoring Program.

The Committee approved the amendments to R277-470-6 on first reading, and moved that the Board approve the rule, as amended, on second reading.

Motion carried; Member Griffiths absent.

R277-481-4 Charter School Oversight, Monitoring and Appeals—Charter School Governing Board Compliance with Law

Amendments to R277-481-4 *Charter School Oversight, Monitoring and Appeals—Charter School Governing Board Compliance with Law* to require State Board of Education approval for specific items and to require chartering entities to provide process for other types of amendments were presented to the committee. The Committee made additional amendments outlined on a distributed sheet.

The Committee approved R277-481-4, as amended, on first reading, and moved that the

Board approve the rule on second reading.

Motion carried; Member Griffiths absent.

American Preparatory Academy Charter Amendment

A request from American Preparatory Academy (APA) for changes to its charter came before the Charter Schools Committee in September. The request was to add a kindergarten center with 600 students, then on a graduated scale, to reduce the number of kindergarten students and add high school students. The Committee did not approve the request, and asked the school to come back with a revised plan.

APA presented to the Committee a new request for revisions to its charter, to open the Draper 3 campus serving 950 students in kindergarten and grades 9-12 beginning in fall 2014, with the growth plan outlined below:

2014-2015 K (375) and grades 9-11 (375); 750 students total

2015-2016 K (325) and grades 9-10 (475); 800 students total

2016-2017 K (325) and grades 9-11 (575); 900 students total

2017-2018 K (325) and grades 9-12 (625); 950 students total

The Committee approved the proposed amendments and moved that the Board approve the amendments.

Motion to amend was made by Member Barbara Corry and seconded by Member Leslie Castle that the Board approve an amendment to APA's charter to allow a high school without the kindergarten center.

Board members discussed the financial aspects, and Associate Superintendent Bruce Williams informed them that the budget recently submitted to the Governor was based on enrollment projections without the additional charter school students that would be added with these changes to the charters.

Motion was made by Jennifer Johnson and seconded by Member David Thomas that this item be postponed until more information can be gathered.

Motion carried.

COMMUNICATIONS COMMITTEE

Committee Chair Tami Pyfer reported that one-page sheets on the budget priorities will be prepared. She also announced that the new Board website is close to launching.

ACCOUNTABILITY AND FINANCE COMMITTEE

Committee Chair David Thomas reported on the following items from the Committee.

Visually Handicapped Trust Fund

Fifty years ago, the Visually Handicapped Trust Fund was developed under the Division of Services for the Blind and the Visually Impaired. It was determined that any donation received by the Division of \$1,000 or more would be placed in this fund. Expenditures from the fund must be approved by the Board of Education. Due to the current value of the fund and the experienced loss of both federal and state allocations for service provisions to the blind in Utah, the Utah State Office of Rehabilitation (USOR) requested the Board to consider approval of the expenditure of \$500,000 from the Visually Handicapped Trust Fund. The funding will be used to assist in provision of vocational rehabilitation services under the Division of Services for the Blind and Visually Impaired, and help the agency meet federal Maintenance of Effort requirements under the Vocational Rehabilitation Program.

The Committee approved the movement of \$500,000 from the Visually Handicapped Trust Fund into USOR's budget, and moved that the Board approve the utilization of the funds.

Motion carried; Member Griffiths absent.

R277-116 Utah State Board of Education Audit Procedures

Amendments to R277-116 were reviewed to add the requirement for the Internal Auditor to meet semiannually with the Board Chair.

The Committee made further amendments on line 26, to replace "Finance Committee"

with “Accountability and Finance Committee,” and line 168, to change “Board Chair” to “Audit Committee Chair.”

The Committee approved R277-166 *Utah State Board of Education Audit Procedures*, as amended, and continuation of the rule, on first reading, and moved that the Board approve amendments to and continuation of the rule on second reading.

Motion carried; Member Griffiths absent.

Internal Audit and Audit Committee Charters

The Institute of Internal Auditors (IIA) standards require that the internal audit activity must formally define its purpose, authority, and responsibility in an internal audit charter. Moreover, the audit committee must formally define its purpose, authority and responsibility in an audit committee charter. These documents must be consistent with the Definition of Internal Auditing, the Code of Ethics, and the IIA’s International Standards for the Professional Practice of Auditing.

The Committee reviewed a proposed Utah State Board of Education Internal Audit Charter and Utah State Board of Education Audit Committee Charter. The Committee made one amendment to the Audit Committee Charter under Section II to add the Board Internal Auditors as staff to the Audit Committee.

The Committee approved the Internal Audit Charter and Audit Committee Charter, as amended, and moved that the Board approve both charters.

Motion carried; Member Griffiths absent.

Quarterly Budget Review

The Committee reviewed the quarterly report for budgets of the Board, USOE, USDB and USOR. Staff was directed to report back on a question about CNP equipment expense.

The Committee also reviewed a report of the Superintendent’s Discretionary Fund. The Committee directed staff to develop a policy for the operation of the Discretionary Fund, including the use of one-time funds for ongoing programs, for what the funds can be used,

how the funds can support Board priorities, retaining a reserve, changing the fund name, and approval of use of the funds.

The Committee received the quarterly budget report and moved that the Board receive the report.

Motion carried; Member Griffiths absent.

Other Post Employment Benefits (OPEB) Update

Associate Superintendent Bruce Williams updated the Committee on the district Other Post Employment Benefits issues. He will be working with four district business administrators to craft a Board rule to address unfunded liabilities. Representative Eliason will also be involved in the process.

Taxing Entity Committee to the Redevelopment Agency of Salt Lake City West Capitol Hill Redevelopment Project Area Request

It was reported that the RDA for the Salt Lake City West Capitol Hill project RDA has ended, and the project is being extended through an interlocal agreement.

Taxing Entity Committee Meetings

The Committee was given information regarding meetings of the Redevelopment Agency of Holladay City and Redevelopment Agency of American Fork City held in October.

CURRICULUM, STANDARDS AND STUDENT SUCCESS COMMITTEE

Committee Chair Dixie Allen reported on the following items from the Committee.

Beverley Taylor Sorenson Arts Learning Program

The Beverley Taylor Sorenson Arts Learning Program partners a qualified arts specialist to work collaboratively with regular classroom teachers to deliver quality, sequential and developmental arts instruction in alignment with the state Fine Arts Core Curriculum. The

Committee heard a report of the program.

Computer Science

The Board's Digital Literacy Task Force has proposed the creation of a lab-based Computer Science course that could count as an alternative for 1.0 credit of the 3.0 science credits required for the Utah System of Higher Education (USHE) Regent Scholarship. Currently, the three Regent Scholarship-accepted courses are Biology, Chemistry and Physics. USHE does not accept Earth Science for the scholarship and has declined to accept Computer Science.

USOE staff will continue to work on the process of aligning computer science with other science programs.

Financial and Economic Education Legislative Task Force Report

In accordance with S.B. 43 *Financial and Economic Literacy Education Amendments*, 2013 legislative session, the Board has established a task force to study and make recommendations to the Board on how to improve financial and economic literacy education in the public school system.

A report from the Task Force with recommendations was reviewed by the Committee. Staff was directed to gather feedback on the recommendations and provide more information to the Committee in February.

Core Revision Timeline

Core content areas are scheduled to be reviewed periodically to ensure the core standards are accurate and relevant. The Committee reviewed a draft of the Core Revision Schedule.

The Committee recommended that the timeline be changed so that Elementary and Secondary Language Arts be reviewed in 2019 and Elementary and Secondary Mathematics be reviewed in 2020.

Meeting the Needs of Utah's Secondary Students in Career and Technical Education

The FY 2013 report, *Meeting the Needs of Utah's Secondary Student in Career and Technical Education* was presented to the Committee.

Four-day School Week Annual Reports

The Board has granted variances to R277-419-3 *Minimum School Days* to Rich School District and Tabiona School in Duchesne District to hold a four-day school week, with the requirement that they report annually to the Board. The Committee reviewed the annual reports.

INSTRUCTION, ASSESSMENT AND TECHNOLOGY COMMITTEE

Committee Chair Mark Openshaw reported on the following items from Committee.

R277-437 Student Enrollment Options

The Committee reviewed R277-437 in accordance with the Utah Administrative Rulemaking Act five-year review requirement. In addition, amendments were presented to update rule language and make wording changes.

The Committee approved continuation of R277-437 *Student Enrollment Options*, and amendments to the rule, on first reading, and moved that the Board approve continuation of and amendments to the rule on second reading.

Motion carried; Member Griffiths absent.

R277-495 Required Policies for Electronic Devices in Public School

The Committee reviewed R277-495 in accordance with the Utah Administrative Rulemaking Act five-year review requirement. Amendments to update terminology and make wording changes were also presented.

The Committee approved continuation of R277-495 *Required Policies for Electronic Devices in Public Schools* on first reading, and moved that the Board approve continuation of the rule

on second reading. No amendments were made to the rule.

Motion carried; Member Griffiths absent.

R277-527 *International Guest Teachers* (Continuation and Amendment)

The Committee reviewed R277-527 in accordance with the Utah Administrative Rulemaking Act five-year review requirement. Amendments to add the definition of “LEA” and change school district and charter school language to “LEA” throughout were also presented.

The Committee approved continuation of and amendments to R277-527 *International Guest Teachers* on first reading, and moved that the Board approve continuation of and amendments to R277-527 on second reading.

Motion carried; Member Griffiths absent.

Statewide Online Education Program

The Committee discussed the statutes, rules, and policies regarding the Statewide Online Education Program. The Committee felt that an opinion from the Attorney General’s Office regarding online education and public education would be beneficial to the Committee prior to making any recommendations on resolution of the issues. Superintendent Menlove will follow up with the Attorney General’s office.

Using Summative Test Scores in Student Grading

During the 2013 legislative session, S.B. 175 *Assessment of College Readiness* was enacted into law. The legislation eliminated the statutory requirement for the Utah Basic Skills Competency Test (UBSCT) and required the administration of a career and college readiness assessment. In the August 2013 Board meeting, action was taken to consolidate existing assessment policy into one Board rule and address the statutory requirements. In its September meeting, the Board removed the statement, “A teacher shall consider students’ summative adaptive assessments in determining students’ academic grades for the appropriate courses and students’ advancement to the next grade level” from R277-404

Requirements for Assessment of Student Achievement. The Board also requested further discussion of the issue of using summative test scores in student grading.

The Committee discussed the issues surrounding using summative test scores in student grading, and directed staff to bring back guidelines to establish policies and best practices.

American Preparatory Academy Amendment Request

The motion to amend APA's charter amendment request was readdressed.

Motion was made by Member Jennifer Johnson and seconded by Member David Thomas that the motion to amend be postponed indefinitely.

Motion to postpone carried.

Motion to amend was made by Member Heather Groom and seconded by Member Barbara Corry that the APA charter be amended to allow for a new campus to open in 2014 with no kindergarten students and with an enrollment of 545 high school students, increasing to 750 students in 2015.

Motion to amend carried.

Motion to approve the amendments to APA's charter carried; Member Griffiths absent.

Motion was made by Member Jennifer Johnson and seconded by Member Heather Groom that the Board take up the issue of charter school funding for junior high and high schools.

Motion carried; Members Allen and Griffiths absent.

Adjournment

Motion was made by Member Michael Jensen and seconded by Member Mark Openshaw that the meeting adjourn.

Motion carried. The meeting adjourned at 6:06 p.m.

Lorraine Austin, Board Secretary
Minutes approved December 6, 2013