

## MEMORANDUM

To: Glenna Gallo, Director of Special Education Services  
From: Utah Special Education Advisory Panel  
Subject: Assistive Technology Amendment  
Date: January 21, 2016

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In our role as an advisory panel, we would like to provide input and recommendations to the Special Education Section of the Utah State Office of Education (USOE) to improve services for students with disabilities through the provision of additional LEA support to students with disabilities, staff, and their teachers in the area of training and professional development in Assistive Technology.

### Recommendations:

- Personnel preparation programs for general educators, special educators, and administrators should demonstrate that students will be taught and will be able to demonstrate their ability to incorporate principles of Universal Design for Learning (UDL) in lesson plan development.
- USOE should offer on-going professional development on UDL for general educators, special educators, and administrators.
- USOE should offer on-going professional development on the continuum of options for assistive technology (from low tech to high tech) for all grades, levels, and classification areas.
- USOE should develop guidance on questions to consider for assistive technology during the development of the Individualized Education Plan (IEP), including the transition plan, by the IEP team, aligning this with the definition of assistive technology to “increase, maintain, or improve functional capabilities of individuals with disabilities.”
- USOE should develop guidance for both general and special educators on when to refer a student for an evaluation by the LEA’s Assistive Technology Team or by the Utah Assistive Technology Teams (UATT) and provide for on-going training by UATT teams for all IEP and Section 504 team members.

Thank you for your time and consideration in reviewing these recommendations. We as a panel appreciate all of your efforts on behalf of children with disabilities throughout the State of Utah.