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MEMORANDUM

To: Utah State Board of Education

From: Ben Rasmussen, Director of Law and Professional Practices

Date: November 15, 2019

Re: Public Hearing on Proposed Rule R277-306 Student Support License Area Preparation Programs

This memorandum will serve to outline the procedures that will be followed in conjunction with the public hearing scheduled for December 5, 2019 regarding proposed amendments to Rule R277-306. Pursuant to R15-1-5(2), I have been appointed as hearing officer for this public hearing.

The public hearing will commence at 4:00 p.m. in the Board Room at the Utah State Board of Education Building, 250 East 500 South, Salt Lake City, Utah and will continue for at least one hour.

Interested parties are encouraged to submit written comments, statements, or other feedback, which will be made part of the hearing record and posted on the State Board of Education's website. Written comment should be submitted to rule.comments@schools.utah.gov. Written comment to be posted prior to the hearing will be accepted until close of business, Wednesday, December 4, 2019.

This hearing follows a public hearing request by 15 individuals, including school social workers from the state. The Board will allow representatives of this group twenty minutes to make a presentation on the rule.

Other parties will be permitted to present as time allows, with priority given to those individuals who request to be heard in advance by emailing Lorraine Austin, Board Secretary, at lorraine.austin@schools.utah.gov, by close of business Tuesday, December 3, 2019. Individuals should provide their name and address and indicate whether they wish to speak in favor of or in opposition to the proposed amendments to the rule. A signup sheet will also be available at the hearing.

Individuals may be allowed between 2-3 minutes as determined by the hearing officer. An individual may not yield time to another speaker. Those making public comment are encouraged to avoid restating points made in previous comments and to avoid reading written comments that may be submitted to the hearing officer.

Following the hearing, the Board will continue to accept written comment by email through close of business December 13, 2019.

It is anticipated that the hearing record will be submitted to the full Board for consideration at the Board's January 8, 2020 meeting. Further questions regarding the conduct of the hearing may be directed to the hearing officer at ben.rasmussen@schools.utah.gov.