

**Meeting Minutes of the
Utah State Board of Education Acting as the Governing Board
for the Utah Schools for the Deaf and the Blind**

September 17, 2015

A meeting of the Utah State Board of Education acting as the governing board for the Utah Schools for the Deaf and the Blind was held on September 18, 2015 at the Utah State Office of Education, 250 East 500 South, Salt Lake City, Utah.

Board Members Present:

Chair David L. Crandall	Member Brittney Cummins
1 st Vice Chair David L. Thomas	Member Linda B. Hansen
2 nd Vice Chair Jennifer A. Johnson	Member Mark Huntsman
Member Dixie L. Allen	Member Stan Lockhart (by phone)
Member Laura Belnap	Member Jefferson Moss
Member Leslie B. Castle	Member Spencer F. Stokes
Member Barbara W. Corry	Member Joel Wright

Board Members Excused:

Member Terryl Warner

Executive and Board Staff Present:

Joel Coleman, USDB Superintendent	Lorraine Austin, Board Secretary
Brad Smith, State Superintendent	Emilie Wheeler, Board Communications Specialist
Carolyn Lasater, USDB Associate Supt.	
Letty Debenham, USDB Finance Director	

Others Present:

Jennifer Salazar, Blaine Taylor, Christine Reese, Kim Niday, Cathryn Boyd, Tamara Flint, Letty Debenham, Shari Solomon-Klebba - USDB; Sydnee Dickson, Scott Jones, Angela Stallings, Rich Nye - USOE

Opening Business

Chair David Crandall called the meeting to order at 5:15 p.m. He explained that the Utah State Board of Education is the governing board for the Utah Schools for the Deaf and the Blind (USDB), and that the Board will begin holding formal business meetings specifically for the USDB.

USDB School Opening Institute

Superintendent Joel Coleman introduced Carolyn Lasater, Associate Superintendent for the Blind, Letty Debenham, Finance Director, and Jennifer Salazer, representing the deaf school in the absence of Michelle Tanner, Associate Superintendent for the Deaf.

Superintendent Coleman informed the Board about USDB's opening institute recently held with all the school's employees. Mr. Coleman reported that the institute was a great kickoff for the year, with the staff doing all the training. The Edivate platform was introduced at the institute. Edivate is a platform that provides a technology program for teachers to collaborate and observe excellent teaching from other schools across the country. Associate Superintendent Lasater reported that it is not only a tool for professional development, but can upload videos unique for USDB. It also houses USDB's new evaluation tool. The Board was shown a movie trailer prepared as an introduction for the tool.

Superintendent Coleman committed that in future years the Board will be invited to the opening institute.

USDB Associate Superintendent Appointments

MOTION was made by Member Allen and seconded by Vice Chair Johnson that the Board approve the appointments of Carolyn Lasater as the USDB Associate Superintendent for the Blind and Michelle Tanner as the USDB Associate Superintendent for the Deaf.

Motion carried unanimously.

USDB Annual Report

Superintendent Coleman presented a draft of USDB's Annual Report. He indicated the Board will receive a final copy prior to the report being presented to the legislative Education Interim Committee in October, as required.

Associate Superintendent Lasater reviewed the report. She highlighted the use of technology to provide interpreters and braille teachers to rural areas, and the intensive instruction provided to students, especially those with multiple disabilities.

She informed that the staff will focus in the future on what happens to students after

they leave USDB and the transition from USDB to regular schools.

A task force will be formed to review the findings from parent surveys regarding USDB services. The task force will also take a closer look at whether USDB standards are based on state standards for curricula and career readiness.

Member Hansen asked if USDB has a partnership with the Utah State Office of Rehabilitation. Ms. Lasater responded that there is in place a Memorandum of Understanding (MOU) between USDB and the USOR Division of Services for the Blind and Visually Impaired, but suggested it could be better utilized. She also reported there is a vocational rehabilitation counselor assigned to USDB. A representative from USOR will be invited to be on the task force.

Approval Process for MOUs and Contracts

Superintendent Coleman asked for Board guidance as to whether USDB MOUs and contracts need to be brought before the Board. Vice Chair Johnson suggested that it would be helpful to have a schedule of the contracts currently in place.

Superintendent Brad Smith suggested that provisions parallel to those the Board has for the other entities it governs, in terms of contract approval amounts, be put in place.

USDB Finance/Budget Report

Letty Debenham, USDB Finance Director, reviewed information regarding USDB finances and reviewed the FY 2016 budget.

Member Moss asked whether donated funds are drawn down every year or carried over. Ms. Debenham responded that the funds are carried over. Superintendent Coleman reported that sometimes donations are made to specific classrooms and some are not designated. Those undesignated funds are held until there is a need.

Superintendent Coleman announced that a USDB Foundation has been established and now board members for that foundation are being sought.

Conceptual Review of USDB Board Rules

This item was deferred until the October meeting.

Adjournment

Motion to adjourn was made by Vice Chair Johnson and seconded by Member Huntsman.

Motion carried. The USDB Board meeting adjourned at 5:55 p.m.

Lorraine Austin, Board Secretary
Minutes approved October 9, 2015