

**MEETING MINUTES OF THE UTAH STATE BOARD OF EDUCATION
ACTING AS THE GOVERNING BOARD FOR THE
UTAH SCHOOLS FOR THE DEAF AND THE BLIND**

November 3, 2017

A meeting of the Utah State Board of Education Acting as the Governing Board for the Utah Schools for the Deaf and the Blind (USDB) was held November 3, 2017 at the Utah State Board of Education Building, 250 East 500 South, Salt Lake City, Utah. Chair Mark Huntsman presided.

Board Members Present:

Chair Mark Huntsman
2nd Vice Chair Brittney Cummins
Member Laura Belnap
Member Janet A. Cannon
Member Lisa Cummins

Member Jennifer Graviet
Member Linda B. Hansen
Member Carol Barlow Lear
Member Scott B. Neilson
Member Kathleen Riebe

Board Members Excused:

1st Vice Chair Terry Warner
3rd Vice Chair Alisa Ellis
Member Michelle Boulter

Member Spencer F. Stokes
Member Joel Wright

USDB Executive Staff Present:

Carolyn Lasater, Associate Superintendent
Letty Debenham, Finance Director

Others Present:

Superintendent Sydnee Dickson, Deputy Superintendent Patty Norman, Debbie Davis, Leah Voorhies, Crystal Thomas, Emilie Wheeler, Lorraine Austin—USBE staff; David Thomas, Assistant Attorney General

Call to Order

Chair Mark Huntsman called the meeting to order at 1:19 p.m. USDB Superintendent Joel Coleman was excused. USDB Associate Superintendent Carolyn Lasater was welcomed.

USDB Consent Calendar

MOTION was made by Member Neilson and seconded by Member Cannon that the Board approve the USDB Consent Calendar.

Motion carried.

Monthly Budget Report

Letty Debenham, USDB Finance Director, reviewed the monthly budget report. She reported on the USDB carryforward from FY 2017, amounting to \$2,558,600. The non-lapsing money will be prioritized based on the projects that can't be funded otherwise, and most are new projects.

Ms. Debenham informed the Board that she will be retiring and expressed her pleasure in working with the Board.

Education Support Services Division Report

Candace George, Educational Support Services Director, made a presentation about the work of the division, also known as relational services. She reported that the department is unique because it works with students from the School for the Deaf and School for the Blind.

Superintendent's Report

Associate Superintendent Carolyn Lasater reported on the following.

- USDB is actively looking for potential property sites for an outdoor recreation center. The school is working with a company called Epic to help design the needs for the center.
- USDB is moving forward with use of the enrichment funds approved by the Board in its October meeting and will work with the USDB Advisory Council to answer questions they may have about the funds.

Utah State Instructional Materials Access Center (USIMAC) Update

Holly Murdoch, USIMAC Director, reviewed information concerning the increased funding requests (IFRs) for the USIMAC program. USIMAC produces Braille, large print, audio, and digital formats for students who need a different format than regular print for their curriculum in the classroom.

Ms. Murdoch indicated that USDB is in dire need of a sustainability plan and a sustainability committee was formed to make recommendations. The first IFR for \$450,000 ongoing money is in response to those recommendations. In addition, since the school has switched the Braille code it uses there is only a select source of Braille resources, and the school has had to produce 82 percent of its Braille resources. The second IFR for \$500,000 per year for three consecutive years is to increase staff significantly to be able to keep up with the demand for new resources.

Executive Session

MOTION was made by Member Cannon and seconded by Member Boulter that the Board go into Executive Session for the purpose of discussing the character, professional competence, or physical or mental health of individuals.

Upon voice vote of Members Cannon, B. Cummins, L. Cummins, Graviet, Hansen, Huntsman, Lear, Neilson and Riebe, the Board went into Executive Session at 1:58 p.m.

Those present included the Board members above and Carolyn Lasater, Sydnee Dickson, David Thomas, Emilie Wheeler, David Laycock, and Michelle Tanner (by phone).

MOTION was made by Member Cannon and seconded by Member L. Cummins that the Board come out of Executive Session.

Motion carried. The Board reconvened in open meeting at 2:28 p.m.

Adjournment

The meeting adjourned at 2:28 p.m.

Lorraine Austin, Board Secretary
Minutes approved December 8, 2017