

**UTAH STATE BOARD OF EDUCATION  
NOTICE OF VACANCY/CALL FOR NOMINATIONS**

**Name of organization:** Digital Teaching and Learning Advisory Committee

**Date nominations are due:** February 24, 2025

**Brief background of what the organization does and the reference in statute or rule establishing the organization:** <https://rules.utah.gov/publicat/code/r277/r277-922.htm#T5>

[R277-922-5. Digital Teaching and Learning Advisory Committee Duties.](#)

(1) The advisory committee shall include the following individuals who will serve as non-voting chairs:

- (a) the Deputy Superintendent of Instructional Services or designee; and
- (b) the Director of the Utah Education and Telehealth Network or designee.

(2) In addition to the chairs described in Subsection (1), the Board shall appoint five members to the advisory committee as follows:

- (a) the Digital Teaching and Learning Coordinator;
- (b) one member who represents a school district with expertise in digital teaching and learning;
- (c) one member who represents a charter school with expertise in digital teaching and learning; and
- (d) two members that have earned a national certification in education technology, that may include a certification from the Certified Education Technology Leader from the Consortium for School Networking (CoSN).

(3) The advisory committee shall:

- (a) oversee review of an LEA plan to determine whether the LEA plan meets the criteria described in Section R277-922-8;
- (b) make a recommendation to the Superintendent and the Board on whether the Board should approve or deny an LEA plan;
- (c) make recommendations to an LEA on how the LEA may improve the LEA's plan; and
- (d) perform other duties as directed by:

- (i) the Board; or
- (ii) the Superintendent.

(4) The advisory committee may select additional LEA plan reviewers to assist the advisory committee with the work described in Subsection (3).

(5) The advisory committee, or the Superintendent on behalf of the advisory committee, shall present the advisory committee's recommendations on whether to approve or deny each LEA plan to the Board for the Board's approval.

**Who the group advises:** Utah State Board of Education, USBE Digital Teaching & Learning (DTL) staff, and LEAs participating in the DTL Program

**Number of vacancies:** 1

**Specific representation needed for each vacancy and specific terms of appointment:**

One member who represents a school district with expertise in digital teaching and learning.

There is not a specific term of appointment.

**Meetings (specific dates or how often the group meets, where, and for how long):**

6-8 meetings per calendar year (in person or remote). The meetings are generally 1-2 hours.

**Contact for questions:**

Melanie Valentine, Digital Teaching & Learning Education  
Specialist [melanie.valentine@schools.utah.gov](mailto:melanie.valentine@schools.utah.gov)

**Nomination and Bio Submission:** If you are interested in serving on this organization, please submit the attached application and a brief bio or resume to Kelsey James at [kelsey.james@schools.utah.gov](mailto:kelsey.james@schools.utah.gov).

