

Standards Revision Process Adopted by the Utah State Board of Education

Approved November 8, 2019

Purpose: As described in 53E-4-202, the Utah State Board of Education shall establish the core standards for Utah public schools that:

- Identify the basic knowledge, skills, and competencies each student is expected to acquire or master as the student advances through the public education system; and
- increase in depth and complexity from year to year and focus on consistent and continual progress within and between grade levels and courses

Governing Documents

Statute	Board Policy
53E-4-202 Core standards for Utah public schools 53E-4-203 Standards review committee	Policy #3002 Standards review committee

Step	Step Description	Required by	Sample Timeline
1. Review Triggered	Using the Board adopted standards revision timeline, revision checklist, or due to a legislative mandate the need for a standards review is triggered.	Board Policy 3002	July 2019
2. Board Approval for Standards Review	Staff submits a memo requesting the Board’s approval to start the Standards Review Process with request for committee members.		August 2019 Consent Calendar
3. Standards Review Membership Identification	Staff submits a written request to the State Board chair to identify membership for a standards review committee consisting of: <div style="margin-left: 40px;">(a) seven individuals, with expertise in the subject being reviewed, including teachers, business representative faculty of higher education institutions in Utah, and others as determined by the state board chair;</div> Staff submits a written request to the Superintendent to identify membership for a standards review committee consisting of:	53E-4-203(6)	August 2019

	<p>(a) five parents of public education students appointed by the speaker of the House of Representatives; and</p> <p>(b) five parents of public education students appointed by the president of the Senate.</p>		
4. Standards Review Committee	<p>Staff organizes the standards review committee based on received appointments. At least two meetings are convened to review the standards and make initial recommendations. Initial comments and recommendations may include research updates, suggestions for adding/eliminating content, format amendments, suggestions for clarity, alignment to the portrait of a graduate, connection to other areas (e.g., civic and character ed, financial literacy) and insights based on the standards revision rubric.</p> <p><u>Note:</u> meetings must be held within three months of the initial meeting; a member of the standards review committee may not receive compensation or benefits for the member's service on the committee</p>	53E-4-203 Board Policy 3002	September-October 2019
5. Report Standards Review Committee Comments and Recommendations	Staff will summarize the Standards Review Committee comments and recommendations to the Standards and Assessment committee.	53E-4-203 Board Policy 3002	<p>November 2019 Standards and Assessment Committee</p> <p>Discussion Item</p>
<p>If Standards Review Committee and the Standards and Assessment committee agrees that a revision is not warranted, then the process ends here. If there is cause for a revision, then the following steps would be executed.</p>			

6. Writing Committee Organized	<p>Staff works to organize a writing committee comprised of multiple stakeholders with advance knowledge and expertise in the content area.</p> <p>Writing committee meets to review the comments and recommendations and uses those to revise the standards.</p>	53E-4-203 Board Policy 3002	November 2019- May 2020
7. Draft Standards Ready for Release	Staff submits a draft of the standards and a proposal for public review to the Board. Upon approval of the draft release, staff will ensure to publicize on the USBE website, the Utah Public Notice Website, and to any other applicable advisory committees.	53E-4-202(4)	June 2020 Standards and Assessment Committee Action Item August 2020 Full Board Approval
8. 90-Day Public Review	<p>Staff posts the approved draft for at least a 90-day public review period.</p> <p>Staff plans and facilitates 3 public hearings held in different regions of the state.</p> <p>Staff provides monthly updates to the Board on the location, numbers of attendees, and the modes of delivery of the public hearings.</p> <p>Staff will hold ongoing meetings with the writing committee to incorporate public feedback into the draft.</p>	53E-4-202(4)	August 2020- November 2020 Monthly Consent Calendar Item
9. Revised Draft of Standards	<p>Staff submits an amended version of the public released draft standards that incorporate the comments from the public.</p> <p>S&A Committee determines use of Path 1 or Path 2 based on Board member input.</p>		December 2020 Standards and Assessment Committee Discussion

Path 1		Path 2	
9a. Committee Review and Submission to Full Board for Approval	<p>One comprehensive document of board member changes/suggestions will be compiled. Some initial amendments will be crafted by staff for consideration by the Standards and Assessment committee members.</p> <p>Each suggestion or change will be reviewed and amended, as determined by the committee, to create a final version for the full Board's approval.</p>	9b. Committee recommends to proceed to Special Standards Session	<p>One comprehensive document of board member changes/suggestions will be compiled. Some initial amendments will be crafted by staff for consideration by the Standards and Assessment committee members.</p> <p>Each suggestion or change will be reviewed and amended, as determined by the committee, to create a final version for the full Board's approval.</p> <p>During the Special Standards Session, the full Board will discuss the changes/suggestions and finalize the draft. Staff will have writing committee members available for consultation.</p>
10. Full Board Opportunity for Review and Feedback	<p>Each Board Member is afforded the opportunity to review the revised draft and provide specific feedback for additional consideration and revision.</p> <p>Board Members will track their changes/suggestions in an editable format and submit to staff within 30 days of receipt.</p>		December 2020 to January 2021

<p>11. Final Draft Review (as needed)</p>	<p>One comprehensive document of board member changes/suggestions will be compiled. Some initial amendments will be crafted by staff for consideration by the Standards and Assessment committee members or Full Board (depending on Path chosen in Step 9).</p> <p>Each suggestion or change will be reviewed and amended, as determined by the committee, to create a final version for the full Board's approval.</p>		<p>Path 1: February 2021 Standards and Assessment Committee</p> <p>March 2021: Full Board</p> <p>Path 2: February 2021 Special Standards Session—Full Board Meeting</p> <p>Action Item 1st and 2nd Reading</p>
<p>12. Report Implementation Plan and include an update Superintendent's Annual Report.</p>	<p>Staff provides a written plan</p>	<p>53E-4-203</p>	<p>March/April 2021 Consent Calendar Item</p>

ADA 11/25/2019