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MEMORANDUM

TO: Utah State Board of Education

FROM: David Thomas, Assistant Attorney General

DATE: September 15, 2017

RE: Public Hearing on Proposed Rule R277-700 The Elementary and Secondary School General Core

This memorandum will serve to outline the procedures that will be followed in conjunction with the Public Hearing scheduled for September 20, 2017 regarding the Proposed Amended Rule R277-700. Pursuant to R15-1-5(2), I have been appointed to be the hearing officer for this Public Hearing.

The Public Hearing will commence at 5:00 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 prior to the hearing. Written comment should be submitted by email to rule.comments@schools.utah.gov or may be mailed to the Board's secretary, Lorraine Austin, at PO Box 144200, Salt Lake City, UT 84114-4200. Written comment to be posted prior to the hearing will be accepted until close of business, Monday, September 18.

Those who officially requested the Public Hearing will be permitted to present their comments first, and will be permitted to speak for ten minutes each.

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 Board Secretary Lorraine Austin at

lorraine.austin@schools.utah.gov by the close of business on Tuesday, September 19. Individuals should provide their name and address and indicate whether they wish to speak in favor of or in opposition to the proposed 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. Individuals speaking on behalf of an organization, other than those who have filed a formal request for hearing, may be allowed five minutes to speak in lieu of individual group members presenting. Speaking time may not be yielded to another individual. Those wishing to make public comment are asked to avoid restating points made in previous comments and avoid reading written comments that may be submitted to the hearing officer during the hearing. Due to time constraints, if staff or Board members present are asked to answer questions, it will be counted against the speaker's time.

Following the hearing, written comment will be accepted by email to rule.comments@schools.utah.gov or may be mailed to the Board's secretary, Lorraine Austin, at PO Box 144200, Salt Lake City, UT 84114-4200 through close of business September 27, 2017.

It is anticipated the hearing record will be submitted to the full Board for consideration at its October 12, 2017 meeting. Further questions regarding the conduct of the hearing may be directed to the hearing officer at david.thomas@agutah.gov.