

**UTAH SCHOOLS FOR THE DEAF AND THE BLIND
Advisory Council Minutes**

**Utah Schools for the Deaf and the Blind
742 Harrison Boulevard
Ogden, Utah**

Conference Rooms A and B

Date: September 22, 2010

4:30 p.m. - General Session

Attending: Von Hortin, Chair
Linda Braithwaite, Voting Member
Leslie Castle, Non-voting Member
Cheralyn Creer, Voting Member
Amy English, Voting Member
Scot Ferre, Voting Member
Heather Frost, Voting Member
Scott McAward, Voting Member
Kathryn McCarrie, Voting Member
Marla Palmer, Voting Member
Michelle Tanner, Non-voting Member
Cordie Weed, Voting Member

Excused: Bill Gibson, Voting Member

Also Attending:
Steve Noyce, Superintendent
Betty Hall, Executive Assistant

Interpreters: Dawn Duran
Crystal Cutler

Administrative Staff Present:
Melanie Austin, Program Director of Blind, Region I
Leslie Buchanan, Program Director of Deafblind & Specialty Services
Bruce Buland, USDB/DHRM
Tamera Gear, Interim Director of Related Services
Jennifer Howell, Associate Superintendent of the Deaf
Carolyn Lasater, Program Director of Blind, Region II
Marilyn Madsen, Program Director of Deaf South Region
Day Mullings, Program Director of Deaf PIP
Hollie Murdock, Director of ERC/USIMAC
Jill Radford, Program Director of JMS
Trena Roueche', Program Director of Deaf, North Region
Michael Sears, Finance Director
Betsy Sutherland, Program Director of Deaf Central Region

Others Attending:

Martell Menlove, USOE
Dave Rodemack, DHRM/USOE
Chris Timothy, USOE

Introductions

Chair Von Hortin welcomed and introduced Advisory Council's newest member, Ms. Kathryn McCarrie, as the LEA representative. She is from Canyon School District. She replaces Ms. Linda Otte and is a voting member. He also had each Council member introduce themselves.

Public Comments

None

Consent Calendar Approval:

Mrs. Cheralyn Creer made a motion to accept the Advisory Council minutes of the August 25, 2010 meeting as corrected, the Personnel Actions for August 2010 and the Donated Account Summary for August 2010. Ms. Linda Braithwaite seconded. Motion carried.

Election of Officers

Chair Hortin had prior permission from Mr. Bill Gibson to recommend him for the position of Chair. Mr. Scot Ferre seconded. There being no other nominations, Mr. Gibson was elected viva voce.

Chair Hortin recommended Mr. Ferre for Vice-chair. Ms. McCarrie seconded. Mrs. Creer nominated Mrs. Amy English. Mrs. Marla Palmer seconded. A ballot vote was taken with Mrs. English being elected as Vice-chair. These officers will assume their positions at the October meeting.

Chair Hortin noted the position of parliamentarian is an appointed position if the chair so desires to have one.

INFORMATION

1. Recognize Advisory Council Retiree
Mrs. Jodi Kinner found it necessary to resign her position on the Advisory Council. She was unable to attend the meeting to accept our public thanks for her service. Chair Hortin praised her passion and commitment. He noted he had learned a great deal from her. A plaque recognizing her contributions will be mailed.
2. Budget
 - Mr. Michael Sears first responded to a question Mrs. Palmer had asked at the August meeting which was to explain the FY 2009 and FY 2010 salary differences. He had prepared and handed out a memo identifying the multiple factors creating the increase.

- Mr. Sears reviewed the Budget Report. By next month's report there will be significant changes in those figures due to RIF's and district payments for services billed. If districts pay for services billed and/or contract for anticipated services, we will not need to make as severe cuts. Any suggestions from Advisory Council, Administrative Staff, or the community, etc., are welcome and should be e-mailed to Mr. Sears and Superintendent Noyce as soon as possible so they can take it under advisement. These changes will need to be made in the next one to two weeks. Data on how much had to be reduced will be available and discussed at the next Council meeting.
- Mr. Sears reviewed the Cost Data Report for August. With the budget reduction, the gap from YTD and 2010 YTD will widen significantly. He reminded Council that last year, in order to maintain our service levels, we used up our fund balance; we don't have that available to use this year. He invited Council members to call him any time they have questions on the budget.

A. Mrs. Michelle Tanner noted that with current budget issues, we need to resolve if we will go forward with the enrichment program or not. Mrs. Amy English made a motion to disband the committee until a year that the budget is not so pressing. After some discussion, Mrs. English accepted Mr. McAward's friendly amendment to have the committee convene to look at the enrichment program and make a recommendation at a future meeting as to whether or not to implement it or what their direction would be for this current fiscal year and what it would be for ongoing for the future. Mrs. Creer seconded. Motion carried. Mrs. Creer gave several suggestions that the committee could look as alternative enrichment programs and not create one using USDB funds.

Mr. Gibson, Mr. Sears, Mrs. Tanner and Mrs. Palmer had agreed to serve on this committee. Others that would like to serve should notify Mrs. Betty Hall as soon as possible. A meeting was scheduled for Wednesday, October 13, 2010 at 1:00 p.m., with the location to be determined. Mrs. Hall will send out a meeting notice. This committee will be then report their recommendations to Advisory Council at a future meeting.

- Mr. Sears reviewed the Legislative Budget and Accounting Recipients and Events Calendar to help everyone understand the funding cycle and where things are. He explained how the calendar sometimes overlaps Council's meetings for advice. Mr. Sears clarified that there is no opportunity to submit for any funding increases this year. The legislative fiscal analysts have received our request relating to steps and lanes outside of the Governor's request. Chair Hortin noted that the State is \$50M in the red so there may be further budget reductions within the current year.

3. Braille Core Curriculum Standards

Ms. Chris Timothy gave the evolution and progress of the Braille Core Curriculum Standards Committee. The section on math K-6 is finished and literacy is nearly finished. She noted the size of the committees and that the Braille Advisory Committee includes two national consultants that have provided quite a bit of input and review. They have really wanted to be involved and are anxious for our completed and printed document.

Ms. Timothy explained a handout via PowerPoint which covered Standard 2 – Concepts of Print, Third Grade Mathematics, etc. There is a common core in the USA that is out and can be accessed on the website. Ours correlates with this common core with very little difference. Ultimately there will be nine standards (perhaps 10). When finished, it will be sent to State quality assurance. Hopefully they will be able to disseminate the finished product in January.

4. Effective Practices for Teachers of the Blind and Visually Impaired

Also following Advisory Council's direction, Mrs. Melanie Austin noted that they wanted to look at examples of effective practices for teachers of the blind and visually impaired. They wanted to raise USDB and the State's standards. The committee took the professional standards already in place for Utah and determined what needed to be added. They also had a good model from California and integrated what was needed. Mrs. Austin shared a handout and explained a PowerPoint on the Utah Professional Teacher Standards for Teachers of Students with Visual Impairments.

This project has taken almost a year but is nearly done. They are still pulling in information for a resources guide and when that is ready it will be sent to quality assurance at the State.

5. Update on Deafblind State Plan

At Mrs. Creer's earlier request, Ms. Timothy gave an update on the Deafblind State Plan. Seven components had been developed and two components still need more work. The project has been interrupted by numerous other projects. The Deafblind plan is the next document to be worked on. She also noted that they should be able to start on the National Blind Agenda sometime in the spring. The National Deaf Agenda may start earlier.

6. USDB-USDBEA Negotiated Agreement

Mr. Sears explained the Negotiated Agreement and that USDB negotiates on behalf of the Utah State Board of Education. Changes to the Negotiated Agreement are made every other year; this is not a year of change except to make minor corrections which he cited. He presented only sections of the Agreement that have changes. It will be sent to the Board for three readings. The full 74-page document can be viewed on the USDB website. USDB is giving steps and lanes to educators. To pay for that, two contract days are being removed from the educators.

If Advisory Council has any suggestions, please give them to Superintendent, Mr. Sears or Mrs. Hall so they can be submitted, or send them directly to USBE. It

was noted that corrections to the State Superintendent, the Board of Education, and Advisory Council members need to be made in the document.

7. USDB Interpreter Scheduling Policy

Mrs. Jennifer Howell noted that last year USDB decided to hire staff interpreters as a cost savings measure. Prior to that they were hiring from outside agencies and the expense was becoming prohibitive. She explained the difference between staff and educational interpreters. Minor changes to the policy were suggested as well as an electronic reservation process.

Chair Hortin indicated that we did not have enough time to address the National Agendas in the Retreat earlier today. He asked that we hear that information now.

Deaf National Agenda

Mrs. Howell reminded that at the last meeting, Mrs. Jodi Kinner made a presentation on "The National Agenda: Moving Forward on Achieving Educational Equality for Deaf and Hard of Hearing Students." She had requested that Advisory Council assign USDB Mrs. Howell and Ms. Chris Timothy to come back to Council with a plan for addressing the National Agenda. Mrs. Howell noted that the National Agenda for the Deaf has been in place for over five years and is a nationally recognized document. There are eight goals identified by the National Agenda. It was noted that USDB is already moving forward in many of these areas.

Each state is encouraged to develop its own plan and that is what Mrs. Kinner was hoping for. Mrs. Howell and Ms. Timothy recommended that a committee be formed to address these goals and gave suggestions as to the makeup of the committee. Other suggestions were also offered. Mrs. Howell asked Council and Administrative Staff to submit names of other possible candidates. The co-chairs will come back to Council with recommendations for the committee membership for a vote at the next meeting. It is their plan that after initial meetings, that the committee will break into smaller groups to address the eight goals.

Chair Hortin commented that it behooves the Blind community to also start putting together some sort of structure similar to the Deaf group so Mrs. Timothy can move from one to the next.

The Blind National Agenda

Mrs. Carolyn Lasater gave a PowerPoint presentation on The National Agenda for the Education of Children and Youths with Visual Impairments Including Those with Multiple Disabilities. Ten goals were identified and discussed. Strategies for achieving those goals were given. USDB is already working on a number of these goals and is willing to be part of a task force to implement the National Agenda on a statewide basis.

SUPERINTENDENT'S REPORT

1. 30-Day Loans - In regard to the 30-day loans and extensions of loans of materials and equipment to districts, USDB would be thrilled to be the state repository for these items for children with sensory disabilities. It would be more cost effective to the State if USDB had that role.
2. 3% Districts – USDB would also prefer being funded for providing sensory specific services statewide to all 41 school districts. The 3% rule has put some districts at a real disadvantage. We believe we have the expertise and would like to have that responsibility to provide all services. It would not preclude districts from doing what they are doing now.
3. USIMAC - We need an interagency agreement in place but the State Board Rules are quite specific and are being challenged right now by some districts in our discussions. Board Rule says they may choose to order materials from USIMAC. Their cost is 75%; USOE, thru USDB, would pay the other 25% and that is if districts return the materials to USDB to be maintained in our repository. Some districts feel they have made a gigantic investment. That is one of the issues with USIMAC right now.

OTHER

Mrs. Tanner asked for:

- A future presentation by IT about their department.
- An update of credentials of teachers, classes, etc.
- A discussion on the schedule of Advisory Council meetings.

EXECUTIVE SESSION

Chair Hortin received a unanimous voice roll call vote to go into closed session. A unanimous voice roll call vote was also received to return to general session. Chair Hortin announced that the purpose of the meeting was to discuss personnel items.

Amy English made a motion to adjourn at 7:35 p.m.

Superintendent Noyce offered to take any Council members on a tour of the facility if they have time tonight. Otherwise he invited them to come back another time for that opportunity.