

**UTAH SCHOOLS FOR THE DEAF AND THE BLIND  
ADVISORY COUNCIL**

Approved as corrected 10/27/11

**Annual Retreat Minutes**

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

**Conference Rooms A & B**

**Date: September 29, 2011**

**9:00 a.m. Annual Retreat**

Attending: Bill Gibson, Chair & Voting Member  
Leslie Castle, Non-voting Member  
Cheralyn Creer, Voting Member  
Scot Ferre, Voting Member  
Von Hortin, Non-voting Member  
Tony Jepson, Voting Member  
Scott McAward, Voting Member  
Marla Palmer, Voting Member  
Jeff Pollock, Voting Member  
Michelle Tanner, Non-voting Member  
Cordie Weed, Voting Member

Absent: Heather Frost, Voting Member  
Anne Harvey, Voting Member

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

Interpreters: Steve Holland  
April Wallace

Administrative Staff Present:  
Melanie Austin, Program Director of Blind, Region II  
Tami Gear, Director of Related Services  
Brian Gough, Manager of Human Resources  
Marilyn Madsen, Program Director of Deaf South Region  
Day S. Mullings, Program Director of Deaf PIP  
Hollie Murdock, Director of ERC/USIMAC  
Carolyn Lasater, Associate Superintendent of USB  
Barbara Peterson, Program Director of Blind PIP  
Kimberley Pierce, Communications

Rod Price, Program Director of Blind Region I  
Trena Roueche', Associate Superintendent of USD  
Michael Sears, Finance Director  
Betsy Sutherland, Program Director of Deaf Central Region

Others Attending:

Martell Menlove, USOE  
Todd Hauber, USOE  
Kim Pierce, USDB  
Chris Timothy, USOE

1. Welcome and Pledge of Allegiance

In Chair Bill Gibson's temporary absence, Vice-chair Scot Ferre conducted the meeting. Mr. Von Hortin led the assembly in the Pledge of Allegiance to the Flag.

2. Advisory Council's Role and Responsibilities

Dr. Martell Menlove indicated that the role of the Advisory Council is defined in Utah Code 53A-25b-203. He reviewed sections (9) and (10), indicating Council shall advise and make recommendations to the board, superintendent and associate superintendents regarding staff positions, policy, budgets and operations, as well as needs of deaf, blind or Deafblind students and appropriate programs and services. They also advise and make recommendations to the board regarding continued employment of the superintendent and associate superintendents. Dr. Menlove pointed out that the USBE receives and considers recommendations but is not obligated to follow or adopt the recommendations.

Dr. Menlove encouraged Council's active participation to assure statewide delivery of services to students who are deaf, blind and Deafblind. There are those who are in USDB classrooms, those who are receiving services, and those who do not receive any services but may benefit from them. He noted that Council could formally request assistance to identify those students from him, Mrs. Castle, or Mr. Hortin.

Mrs. Kimberly Pierce of USDB's Communications & Development Department provided each Council member with a binder of general information, including code 53A-25b, Rule 277-800, and a supply of personal business cards reflecting their affiliation with the USDB Advisory Council. Mrs. Hall will get electronic versions and e-mail them to Chair Gibson, Mrs. Weed and Mr. Jepson.

3. Budget/Legislative Process

Mr. Michael Sears explained the Budget and Accounting Recipients and Events showing time frames that specific reports are due and to which agency. He noted the process to gather information from administrative staff, etc.

4. Determining Staffing Needs

Mr. Sears explained the process to determine staffing needs. Projected enrollment by divisions, IFSP requirements or early intervention needs, and IEP requirements are submitted by the directors for review. The Associates, Superintendent and Finance Director review staffing requests and adjust within budget constraints. The budget is then finalized for submission to USBE.

Dr. McAward asked for quarterly reports to help Council and the public better understand USDB's needs. Mrs. Creer also suggested adding another column to the quarterly report (Page 12 Education Interim Report). Mr. Sears will incorporate that information and meet those requests.

5. Review of Building Blocks

Superintendent Noyce provided handouts and elaborated on the building blocks and their priorities. It was not known if these will be accepted:

- Priority 1      Expanded Core Curriculum
- Priority 2      Deaf Mentor Program
- Priority 3      Cochlear Implant Mapping
- Priority 4      Low Vision Clinics
- Priority 5      Assistive Technology.

There was a lengthy discussion regarding the priorities. Mr. Sears reported the costs for each building block and indicated he would e-mail them out to Council. They need to be turned in to USBE by October 7, 2011. Dr. Menlove encouraged Council members with strong preferences to advise USBE of their personal recommendations.

When it was noted that Council really should be having this discussion in June and July, Dr. McAward said that we should calendar out when Council needs to be involved.

Chair Gibson arrived and assumed the position of chairperson.

6. Discuss Recommendations to USBE

Dr. McAward asked for an update:

- A. USOE has identified space for Superintendent Noyce and has set a schedule of meetings in which he will participate.
- B. USBE has set up a USDB subcommittee with Mr. Joel Coleman as chair. Superintendent Noyce will help to staff that subcommittee and help them to be closer to USDB and Advisory Council. A member of that subcommittee will likely be asked to serve on the Advisory Council.
- C. Dr. Menlove noted that USBE members are elected officials that live within each of our districts. He encouraged personal visits to exchange information and to build relationships. He will send the USBE member list to Mrs. Hall to forward to Council members.
- D. In order to help USBE understand the needs of our deaf, blind and deafblind students, it was agreed that three separate one hour meetings to discuss deaf, then blind, then deafblind issues would be valuable. Dr. McAward felt having USDB experts and Advisory Council participate would enhance trust.

Dr. Menlove will move forward. Mrs. Castle e-mailed USOE and has arranged for a luncheon meeting on November 4, 2011 at noon.

7. Look into Code – Proposed Law Changes

A. Mr. Ferre discussed extending terms to three years, renewable twice. It was noted that all members' terms expire in June 2012. Staggering terms was suggested. Advisory Council will review the bylaws at their next meeting. If changes need to be made in State Board rule, Dr. Menlove can facilitate that process at USBE and on the legislative agenda.

B. Dr. Menlove presented several items to Advisory Council for discussion and feedback. The Task Force had recommended that we seek changes in the code regarding:

1. Under the section Board shall appoint the superintendent of USDB... consider adding "Has demonstrated skill in providing services statewide to students in a variety of educational settings." This would provide the expectations for that role. Council's comments were favorable to this addition.

2. Under the section - Authority and duties of the superintendent... and under the associate superintendent portion, consider adding (1) Hold an administrative/supervisory license (2) demonstrate competency as a school administrator/principal.

Superintendent Noyce and others explained that an associate superintendent is not a principal; their functions are much broader. This devalues the purpose of an associate superintendent.

3. Under the Advisory Council section, in order to give the Board more flexibility in appointing Advisory Council members, consider expanding by saying two members who are blind and two members who are deaf or who have expertise and experience in education of students who are blind or deaf. The consensus of Council members was that the code should stay as is.

Correction. Add:

C. Following mention of collaboration between The Utah Schools for the Deaf and the Blind with the Department of Health (Code 53A-25b- 305), Mr. Pollock expressed that in Code there should also be a collaborative agreement in place between USDB and the State Division of Services for the Blind and Visually Impaired and the Division of Services for the Deaf and Hard of Hearing to provide information about services offered. Though there was some agreement in the concept, no action was taken.

8. Student Achievement Report (Education Interim Report)

Superintendent Noyce shared the information he had presented to the Education Interim Committee. He explained that the most significant measure of student achievement is the number of students exiting USDB services to access LEA

services. The greatest number of children served by USDB is through itinerant services. Students remaining in USDB are making growth similar to their peers who are sensory impaired in other state's programs.

9. Program Achievement Report/Program Recommendations

A. Utah School for the Blind

Associate Superintendent Carolyn Lasaster gave an overview of The School for the Blind. She discussed the Parent Infant Program, Early Intervention, areas of focus, children served, current issues, Deafblind and other services and current and upcoming activities. She also noted trends and current issues and gave recommendations. Statistical information regarding Region 1 and Region 2 were given. She encouraged Council to use the link in their packet to view a video "Do You Dream in Color?"

At Mr. Pollock's request, Associate Superintendent Lasater will provide him with figures of students that might need ASL. She noted that the majority of her students are multi-disabled.

Mrs. Palmer indicated that she would like to see proficiency levels as compared to peers. Mrs. Lasaster can provide that information via 2009 DIBELS figures.

There was a discussion on available data. USDB is working with USOE to establish a student ID number for tracking purposes after students leave USDB. Mrs. Palmer recommended seeing how many kids have functional and media assessments and if they are current.

Chair Gibson encouraged Council to visit classrooms for a better understanding.

Some professional development was done with ARRA funds. USOE and UPDC are collaborating together. UPDC will be visiting USDB to determine our needs. Also what USDB can do as a statewide resource is valuable.

B. Utah School for the Deaf

Associate Superintendent Trena Roueche' reviewed The Utah School for the Deaf. She explained the Parent Infant Program and then showed extensive data on school age reading outcomes, language outcomes, and math outcomes broken down by program. Comparison charts also by program were shown. Associate Superintendent Roueche discussed challenges and identified direction for program improvement based on student assessment outcomes. She cited recommendations. Mr. Pollock will send her some data he has been collecting.

10. Review of Teacher & Staff Standards

Superintendent Noyce noted two sets of standards have been drafted; an entry level and a professional level where a person could stay throughout their career. This is an in-progress project. USDB's goal is to get all teachers licensed and endorsed. Current endorsements were cited.

Ms. Weed moved to adjourn the meeting at 4:30 p.m.