

| UTAH STATE BOARD OF EDUCATION POLICY | |
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| Policy Number: | 2007 |
| Policy Name: | Board Member Participation in Legislative Proceedings |
| Date Approved: | |

By this policy, the Utah State Board of Education, “the Board,” establishes the following internal rules and procedures regarding Board member presentations to committees or other meetings of the Utah State Legislature. This policy shall apply to all Board members, including the Board chair.

1. The Board chair may invite a Board member to present to a committee or meeting of the Utah State Legislature or other elected body as an official representative of the Board.

2. When presenting as an official representative of the Board, a representing Board member shall advocate only for the official objectives and authority of the Board, regardless of the representing Board member’s personal opinions.

3. A representing Board member’s legislative presentation shall:

a. acknowledge that, in the specific instance, the Board member is the Board’s representative;

b. state whether or not the Board has taken a position on the legislation or issue under consideration;

c. provide data and objective information related to the matter under discussion;

d. showcase relevant existing projects within the agency that could accomplish or support the general goals of legislators;

e. highlight Board administrative rules that accomplish or support the general goals of legislators;

f. state that the Board member is speaking [only] on behalf of the Board; and

g. state whether or not the Board has taken a position on the legislation

under consideration.

4. Board members may enlist the assistance of staff in preparing materials and shall follow USBE style guides for written and visual materials submitted to the Legislature.

5. With the Board chair's permission, Board members may develop their own presentations~~[, with the Board chair's permission, but shall review the presentation with the chair prior to the presentation].~~

6. The Board chair shall approve a Board member's final presentation. If time permits, the Board chair shall consult with Board leadership and applicable standing committee chairs.

6. An individual Board member may testify in a legislative meeting in the same manner as any other member of the general public. However, when testifying as a private citizen, a Board member shall clarify that the ~~[Board member's views are the Board member's personal views or opinions and are not representative of the Board as a whole.]~~ that the Board member is appearing in a personal capacity and not speaking on behalf of the Board.