

UTAH SCHOOLS FOR THE DEAF AND THE BLIND

Advisory Council Agenda
Utah Schools for the Deaf and the Blind
742 Harrison Blvd.
Ogden, Utah 84404

Conference Room

Date: June 25, 2015

Agenda

(Tab 1)

GENERAL SESSION

4:30 – 4:45 p.m.

1. Welcome and Pledge of Allegiance

4:45 – 5:00 p.m.

2. Public Comments
See footnote for guidelines

ACTION ITEMS

5:00 - 5:15 p.m.

3. CONSENT CALENDAR APPROVAL ACTION ON:
 - A. Advisory Council Minutes of May 28, 2015 (Tab 2)
Contact Tamara Flint (801) 629-4712 or
tamaraf@usdb.org for more information.
 - B. Vacancy Report for May, FY 15 (Tab 3)
Contact Deborah Jacobson (801) 629-4703 or
deborahj@usdb.org for more information.
 - C. Donated Account Summary for April, FY 15 (Tab 4)
Contact Deborah Jacobson (801) 629-4703 or
deborahj@usdb.org for more information.

It is recommended that Advisory Council review and approve the Advisory Council minutes of May 28, 2015 the Vacancy Report for May FY 15, and the Donated Accounts Summary for May FY 15.

5:15 – 5:45 p.m.
4. FY 16 Enrichment Funds Approval (Tab 5)

INFORMATION ITEMS

5:45 – 6:15 p.m.
5. Budget (Tab 6)

6:15 – 6:30 p.m.
6. Student Acceptable Use Policy (Tab 7)

6:30 – 6:45 p.m.
7. UPIP's Presentation (Tab 8)

6:45 – 7:00 p.m.
8. Superintendent Items Joel Coleman

7:00 – 7:15 p.m.
9. Future Agenda Items

7:15 – 7:30 p.m.
10. Other

7:30 – 8:00 p.m.
11. Executive Session (Tab 9)

- Review Advisory Council nominations

Public Comment

Individuals are welcome to address the Advisory Council. Please advise Tamara Flint (801) 629-4712 or tamaraf@usdb.org in advance with your name and the group you represent. Each person will be limited to three minutes. Total time allotted for public comments will be 15-minutes. Anyone needing more time should make that request in writing and arrange to be on the agenda at the next meeting.

Notice of Procedure to Get on the USDB Advisory Council Agenda

Anyone interested in being on the agenda should contact Chairperson Tony Jepson at (801) 209-8492 / tony@ufbvi.org, Superintendent Joel Coleman at (801) 629-4712 / joelc@usdb.org, or Tamara Flint at (801) 629-4712 / tamaraf@usdb.org. Please do so by the Friday of the week prior to the meeting. Packets are emailed the Monday prior to the meeting.

Notice of Special Accommodation at Public Meetings

In compliance with the Americans with Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) during this meeting should notify Tamara Flint (801) 629-4712 or tamaraf@usdb.org at least three working days prior to the meeting.

UTAH SCHOOLS FOR THE DEAF AND THE BLIND

Advisory Council Meeting Summary

Utah Schools for the Deaf and the Blind

250 East 500 South

Salt Lake City, Utah 84114

Board Room

Date: May 28, 2015

4:30 p.m. - General Session

Attending: Chris Bischke (Vice-Chair), Voting Member
Suzy Blackham, Non-Voting Member
Chris Edwards, Voting Member
Richard Gurgel, Voting Member
Tony Jepson (Chair), Voting Member
Donald Liveley, Voting Member
Jenifer Lloyd, Voting Member
Sandra Ruconich, Voting Member

Also Attending:

Joel Coleman, USDB Superintendent
Tamara Flint, Executive Assistant

Interpreters:

Andrea Rathbun
Kumei Kern

Administrative Staff Present:

Robbin Clark, Expanded Core Curriculum Coordinator (ECCC)
Deborah Jacobson, Interim Finance Director
Carolyn Lasater, Associate Superintendent of USB
Michelle Tanner, Associate Superintendent of USD
Mike Tribe, Human Resource Director, USDB

Also attending:

Scott Jones, Associate Superintendent, USOE
David Rodemack, USOE/DHRM

Crystal Thomas, USOE
Sharon Zenger, USDBEA

1. Welcome and Pledge of Allegiance

Mr. Jepson welcomed everyone in attendance and led the Council in the Pledge of Allegiance.

2. Public Comments

No public comments.

ACTION ITEMS

3. Consent Calendar

Mr. Liveley moved to accept the Advisory Council minutes of April 23, 2015, the Vacancy Report for April FY 15 and the Donated Accounts Summary for April FY 15. Dr. Bischke seconded. Motion carried.

INFORMATION ITEMS

4. Update on Dashboard Cameras

Mr. Jones reminded the Council that they ratified USDB to purchase dash cams to be used in USDB vehicles to transport students. USDB has purchased nine cameras (P1PRO-US Papago) at \$129.11 each, which have been discontinued. The total purchase price of the nine cameras was \$1,161.99. With the help of Mr. Felt, USDB IT Director, USDB has tested a new model (TS16GDP100M Drive Pro) at \$87.82 each. USDB will purchase the remaining 26 cameras for a total cost of \$2,283.32.

USDB administration will also create a policy that will define how and where the footage will be stored.

5. Status of FY 16 Enrichment Funds

Mr. Jones notified the Council that USDB are close to finalizing the FY16 Enrichment Funds request. USDB directors and the Associate Superintendents have included their requests and it will be sent to Superintendent Coleman for his review and approval. It will then be sent out to the Enrichment subcommittee consisting of Dr. Bischke, Mr. Mathis and Ms. Blackham, in Google format. The

subcommittee members will have the opportunity to review and share their opinions on this Google document. The final FY 16 Enrichment funds recommendation will be brought to the Council in June for input and possible ratification. If there are concerns or additional recommendations by the Council or subcommittee we can postpone the vote to the August Advisory Council meeting.

6. Budget

Mr. Jones reviewed the Advisory Council Board Report as of April FY 15. He notified the Council that USDB is operationally capable as of April 30, 2015, with 73% of the budget spent and 17% of the school year remaining. There are two months left in the budget year. Mr. Jones also noted that USDB has a much higher than normal amount in Vacancy Savings because various administrative positions being have been funded by other agencies and because of positions that were not immediately filled upon resignation.

All areas covered in the Board Report are operationally capable. Mr. Jones asked the Council if there were any questions or concerns regarding the Board Report. There were no questions or concerns by the Council.

The equipment line is a snapshot in time. Although it shows a negative balance, Mr. Jones reminded the Council not to be alarmed. Money simply has to be moved from one category to another.

Mr. Jones reviewed the Cost Data report. It addresses overall costs and spending and also includes comparisons of 2014 and 2015 costs. There were no questions or concerns from the Council for the Cost Data Report. Mr. Jones reminded the Council to pay close attention to the land grant section of the Cost Data report.

Mr. Jones reviewed the status of enrichment funds and reminded the Council that certain directors oversee specific line items. We have spent approximately \$272,393.91, about 22%, of our annual \$1,229,229.84 budget. Mr. Jones is not worried about using these funds appropriately because there are several summer camps coming up before the end of June. Approximately \$500,000 of carry forward money will be used for an outdoor educational center. Any unspent funds will carry forward to FY 16. Mr. Jones asked the Council if they had any questions or concerns regarding the enrichment funds status report. There were no questions or concerns from the Council.

Mr. Jepson thanked Mr. Jones for providing an excellent description of the financial status of USDB.

7. Expanded Core Curriculum (ECC) Successes

Ms. Lasater reminded the Council that she had invited Ms. Robbin Clark to present to the Advisory Council tonight about the overall Expanded Core Curriculum successes.

Mrs. Clark provided a summary of the 2014-2015 Short Term Programs. They included:

- Sports Adventure Weekend
- Jingle Jam
- Winter Skills that Thrill
- Taking on the City
- Girls Weekend/Man Camp

Each short term program aims to have one community outing to promote students learning about activities and developing skills in the community.

Mrs. Clark also informed the Council of upcoming events throughout the summer that include:

- Leadership camp; MIVI (Multi-Impaired Visually Impaired) camp; Summer at Southern Utah University; and Camp Abilities Utah.
- Items to be addressed during the 2015-16 school year include:
 - Professional development for teachers and staff
 - More resources for parents online and parent nights
 - Continued work on visual efficiency in our classrooms

Mr. Jepson thanked Mrs. Clark for her presentation and for opening the eyes of students to their potential and capabilities.

8. Superintendent Items

- USDBEA Negotiations - We will start the negotiation meetings next week. Any teachers that have a location reassignment have been notified. According to our human resource department, USDB is looking very good this year at filling vacancies.
- Update on buildings – JMS will be closing for the summer for a massive roof reconstruction project. Everyone will have to be out of the building by June 8, 2015. Every employee working out of JMS will have to temporarily move to our Highland location and operate out of the conference rooms.
- Orem modular – Placement at UVU does not look promising. We are currently working with Alpine School District to possibly locate our portable at Scera Park Elementary.

- New Salt Lake City building - Bids have gone out and the potential contractors have been narrowed to six. Everything is proceeding wonderfully and Superintendent Coleman would like to thank Jacoby Architects and DFCM for all of their hard work.
- Ms. Lasater informed the Council that USDB has been asked to move out of Mill Creek Elementary; unfortunately, that puts too many students in the portable. We will have a total of 34 students and only one toilet. We are doing our best to solve this problem.

9. Future Agenda Items

Vote on FY 16 Enrichment Funds
Student Acceptable Use Policy
Review AC Applications
Provide update to AC at the retreat in September on professional development plans with the School Improvement Network.

10. Other

Dr. Bischke got word the week before the Council meeting that the University of Utah has received a five-year federal grant to train teachers to work with K-12 students who are visually impaired, deafblind, deaf or hard of hearing. Each student who is accepted could receive a \$5,000 stipend per semester and possibly a 50% tuition reimbursement starting in the fall. It is her hope to get at least 34 teachers licensed in the next four years.

The June 25, 2015 Advisory Council meeting will be held in Ogden.

Mr. Jepson adjourned the meeting at approximately 6:25 p.m.

Tamara A. Flint, Executive Assistant
Utah Schools for the Deaf and the Blind

VACANCY REPORT-May 2015

AGENCY: 400

| Position # | Unit | Sch | Job Title | Salary Range | Comment | Vacancy Date |
|------------|--|-----|--|-------------------|--------------------------------------|--------------|
| 40050580 | DEAF SOUTH (5330) (No Change) | AH | INSTRUCTOR, USDB | \$34,505-\$41,160 | Additional Funded Position (.51 FTE) | 7/1/2014 |
| | DEAF/BLIND (5400) (Position Moved from Unit 5500 Blind PIP) (No Change) | | | | | |
| 40050775 | Blind PIP (No Change) | AH | INSTRUCTOR, USDB | \$34,505-\$44,270 | .61 FTE | 7/1/2014 |
| 40050521 | PIP-DEAF (5510) (No Change) | AH | INSTRUCTOR, USDB | \$28,000-\$40,000 | .49 FTE | 7/1/2014 |
| | NEW INSTRUCTOR SLP (6115) (No Change) | AH | Instructor/Speech Language Pathologist | \$28,000-\$40,000 | .40 FTE | 11/10/2014 |

DHRM:

| | | | | | | |
|--------------------|--|----|--------------------------------------|-----------------|-----------------------------------|-----------|
| 40050071 | JMS (5340) (No Change) | B | EXECUTIVE SECRETARY | \$10.00-\$13.50 | Incumbent left for a new position | 2/6/2015 |
| 4005172 | SUPPORT SERVICES (6120) (No Change) | IN | TEACHER AIDE (HEALTH SERVICE AIDE) | \$9.60 | Incumbent left for a new position | 2/13/2015 |
| 4005227 | SUPPORT SERVICES (6120) (No Change) | IN | TEACHER AIDE (HEALTH SERVICE AIDE) | \$9.60 | Incumbent left for a new position | 2/13/2015 |
| 5004035 | STEPS (6220) (No Change) | IN | DIA III | \$10.41-\$10.41 | Incumbent left for a new position | 7/1/2014 |
| 40050910 | USIMAC (6370) (No change) Use for two TL positions | B | INSTRUCTIONAL MATERIALS SUPERVISOR | \$17.05-\$21.12 | Incumbent left for a new position | 9/5/2014 |
| 40050736 | Business Office | AD | FINANCE DIRECTOR | \$29.17-\$51.57 | Incumbent left for a new position | 5/11/2015 |
| 40050387 | Campus Operations (6730) (No Change) | IN | GENERAL MAINTENANCE WORKER II | \$10.41-\$10.41 | Incumbent left for a new position | 7/1/2014 |
| 40050404 | Campus Operations (6730) (No Change) | IN | CUSTODIAN I | \$10.41-\$10.41 | Incumbent left for a new position | 7/1/2014 |
| 40050113 | Campus Operations (6730) | B | OFFICE TECH II | \$11.74 | Incumbent left for a new position | 5/15/2015 |
| 40050188 | IT/USIMAC (6900/6370) (No Change) | B | TECH SUPPORT SPECIALIST III | \$26.26-\$26.26 | Incumbent left for a new position | 7/1/2014 |
| 40050201/0203/0133 | Food Service Operations (6950) | IN | FOOD SERVICE WORKER II (2 Positions) | \$9.60 | Incumbent left for a new position | 2/1/2015 |

ON-GOING RECRUITMENTS

| | | | | |
|--------------------------------|----|--------------------------------|-----------------|------------|
| 6 Positions (No Change) | AH | EDUCATIONAL INTERPRETER, USDB | \$11.29-\$29.17 | CONTINUOUS |
| 3 Positions (No Change) | IN | TEACHER AIDE | \$9.60-\$11.42 | CONTINUOUS |
| | AE | SUBSTITUTE INSTRUCTOR, USDB | \$9.608-\$99.99 | CONTINUOUS |
| | AE | SUBSTITUTE TEACHER AIDES, USDB | \$9.60-\$99.99 | CONTINUOUS |
| 0 Posiitons (No Change) | AJ | DEAF MENTOR, USDB | \$10.41-\$15.64 | CONTINUOUS |
| 6 Posiitons (No Change) | IN | INTERVENER, USDB | \$12.93-\$20.50 | CONTINUOUS |

11:11 AM

06/23/15

Utah Schools for the Deaf and the Blind
Reconciliation Summary
Donated Checking Account 0301, Period Ending 06/05/2015

| | <u>Jun 5, 15</u> |
|--|------------------------|
| Beginning Balance | 19,166.76 |
| Cleared Transactions | |
| Checks and Payments - 22 items | -19,883.35 |
| Deposits and Credits - 4 items | 9,120.97 |
| Total Cleared Transactions | <u>-10,762.38</u> |
| Cleared Balance | <u>8,404.38</u> |
| Uncleared Transactions | |
| Checks and Payments - 8 items | -453.63 |
| Total Uncleared Transactions | <u>-453.63</u> |
| Register Balance as of 06/05/2015 | <u>7,950.75</u> |
| Ending Balance | <u>7,950.75</u> |

10:48 AM

06/23/15

Utah Schools for the Deaf and the Blind
Reconciliation Summary
Donated PTIF Account 0742, Period Ending 05/31/2015

| | <u>May 31, 15</u> |
|-----------------------------------|--------------------------|
| Beginning Balance | 627,135.08 |
| Cleared Transactions | |
| Deposits and Credits - 1 item | <u>296.06</u> |
| Total Cleared Transactions | <u>296.06</u> |
| Cleared Balance | <u>627,431.14</u> |
| Register Balance as of 05/31/2015 | <u>627,431.14</u> |
| Ending Balance | 627,431.14 |

UTAH SCHOOLS FOR THE DEAF AND THE BLIND
 DONATION ACCOUNT BALANCES

| Department/Head | 8-May-15 Balance | Doc # or Date | Deposits | Encum- brances | Withdrawals | Donor/Explanation | 5-Jun-15 Balance | Program Balance |
|--|---------------------|------------------|----------|-------------------|-------------|--|---------------------|--------------------|
| Superintendent Coleman | | | | | | | | 474,177.88 |
| Advisory Council Funds | 16,208.31 | | | | | | 16,208.31 | |
| Foundation 2013 | 9,150.00 | | | | | | 9,150.00 | |
| Rural Program 2010 | 3,000.00 | | | | | | 3,000.00 | |
| Superintendent Discretionary Fund | 3,586.63 | | | | | | 3,586.63 | |
| Undesignated Funds | 441,325.43 | 5/31/2015 | 296.06 | | | Interest Earned on PTIF Investment Account | \$439,921.36 | |
| | | 3926 | 205.77 | | | Kroger Earn and Learn | | |
| | | 5272 | | | 1,807.54 | Empointe Dash Cams | | |
| | | 5280 | | | 98.36 | Empointe Dash Cams | | |
| Memorial Funds | | | | | | | | 2,311.58 |
| *Robert Barrett Memorial 2011 | 15.25 | | | | | | | |
| *Clifford Keitchum Memorial 99 D | 445.04 | | | | | | | |
| *Hazel Barker Memorial 2011 | 200.00 | | | | | | | |
| *Hunter Register Memorial 2008 | 25.00 | | | | | | | |
| *Tiffany Ingram Memorial 2006 | 120.00 | | | | | | | |
| *Florence Maxwell 2003 D | 175.00 | | | | | | | |
| *Lillian Fulmer 2003 D | 235.00 | | | | | | | |
| *Linda Olsen Memorial 2002 | 187.75 | | | | | | | |
| *Roy Thatcher Memorial 2008 | 50.00 | | | | | | | |
| *G Phillips Memorial 2004 B | 216.59 | | | | | | | |
| *E Fisher Memorial 2002 B | 7.45 | | | | | | | |
| *E Dolores Clark Memorial 2009 | 100.00 | | | | | | | |
| *Barbara Hadfield Memorial 99 B | 52.00 | | | | | | | |
| *Edwin Bird Memorial 99 B | 100.00 | | | | | | | |
| *Memorial Ashley Call | 67.50 | | | | | | | |
| *Memorial Iola Jensen 2006 D | 315.00 | | | | | | | |
| Blind Schl Assoc/C Lasater | | | | | | | | 19,134.90 |
| Associate fit Blind Discretionary 2012 | 7,524.14 | | | | | | 7,524.14 | |
| Blind Olympics | 9,521.76 | 3930 | 311.00 | | | Blind Olympics Registrations | 8,157.36 | |
| | | 3927 | 1,718.00 | | | Blind Olympics Pizza Fundraiser | | |
| | | 3924 | 30.00 | | | Registration | | |
| | | 3931 | 2,192.00 | | | Blind Auction Proceeds | | |
| | | 5270 | | | 5,615.40 | Christofferson Travel Lebus | | |
| Playground Equipment Fund | 1,800.51 | | | | | | 1,800.51 | |
| Space Camp 2003 | 1,652.89 | | | | | | 1,652.89 | |
| Blind Classroom/Gloria Hearn | | | | | | | | 9,296.90 |
| Blind Classrooms | 1,608.04 | 3929 | 677.88 | | | Donut Fundraiser | 2,285.92 | |
| Blind STEP Program 2011 | 496.50 | 3929 | 144.85 | | | Donut Fundraiser | 671.35 | |
| | | 3934 | 30.00 | | | Donut TJ Dixon | | |
| Lions Club Fund 2002 | 138.62 | | | | | | 138.62 | |

| Department/Head | 8-May-15 Balance | Doc # or Date | Deposits | Encum- brances | Withdrawals | Donor/Explanation | 5-Jun-15 Balance | Program Balance |
|---------------------------------------|---------------------|------------------|-----------------|-------------------|-------------|---|---------------------|--------------------|
| M Hollinger's Class 2011 | 230.37 | | | | | | 230.37 | |
| C Spotted Elk 2011 | 12.45 | | | | | | 12.45 | |
| C Clawson's Class Pres99 | 532.90 | | | | | | 532.90 | |
| G Hearn's Braille Trail 2003 | 2,000.00 | | | | | | 2,000.00 | |
| K Hadley Class 2007 | 102.38 | | | | | | 102.38 | |
| S Zenger Classroom | 100.00 | | | | | | 100.00 | |
| Orientation & Mobility Pres99 | 59.63 | 5268 | | | 35.83 | J Huang Activity | 23.80 | |
| P Wilson's Class 2003 | 163.00 | | | | | | 163.00 | |
| Daily Living 2010 | 101.99 | | | | | | 101.99 | |
| G Ward Class 2006 | 1.84 | | | | | | 1.84 | |
| The Memory Box Pres99 | 2,740.51 | 3925 3936 | 72.75 117.12 | | | Green Fiber Memory Box | 2,930.38 | |
| Sales Tax Payable | 1.90 | | | | | Sales Tax Due | 1.90 | |
| Blind Outreach/Brandon Watts | | | | | | | | 81.11 |
| Vision Consultants | 81.11 | | | | | | 81.11 | |
| DeafBlind/Susan Patten | | | | | | | | 8,434.94 |
| DeafBlind Fund | 2,200.00 | | | | | | 2,200.00 | |
| Clicker Software/Nursing 2007 | 2,734.94 | | | | | | 2,734.94 | |
| SL County Communication 2009 | 3,500.00 | | | | | | 3,500.00 | |
| BPIP/Karen Borg | | | | | | | | 18,497.82 |
| PIP Blind Family Camp Pres99 | 18,497.82 | | | | | | 18,497.82 | |
| Deaf Schl Associate/Michelle Tanner | | | | | | | | 24,427.05 |
| Associate f/t Deaf Discretionary 2012 | 9,472.81 | 3931 5267 | 2,192.00 | | 668.00 | Silent Auction Proceeds Software House Monitor | 10,996.81 | |
| Academic Bowl 2009 | 2,900.17 | 3933 | 128.00 | | | JT Fundraiser | 3,028.17 | |
| Athletics 2009 | 1,512.60 | | | | | | 1,512.60 | |

| Department/Head | 8-May-15 Balance | Doc # or Date | Deposits | Encum- brances | Withdrawals | Donor/Explanation | 5-Jun-15 Balance | Program Balance |
|---|---------------------|------------------|----------|-------------------|-------------|-------------------|---------------------|--------------------|
| Close UP | 861.51 | | | | | | 861.51 | |
| Science Fund 2013 | 7,927.96 | 3932 | 100.00 | | | Grandeno | 8,027.96 | |
| Deaf North Region/Mike Hillstrom | | | | | | | | 11,454.63 |
| Deaf North Discretionary Fund | 4,244.89 | 5273 | | | 78.75 | Bowling Fieldtrip | 4,166.14 | |
| Adaptive Equipment Grove 2012 | 270.02 | | | | | | 270.02 | |
| Art Access/Book Fair 2003 | 2,838.22 | | | | | | 2,838.22 | |
| Art Acct 2002 | 7.12 | | | | | | 7.12 | |
| D Clements Class 2006 | 100.00 | | | | | | 100.00 | |
| Residential Activities | (72.00) | | | | | | -72.00 | |
| Residential Adaptive Equipment 2013 | 501.80 | | | | | | 501.80 | |
| Fieldtrip Fund 2012 | 0.00 | | | | | | 0.00 | |
| Hillcrest Deaf/ Logan 2002 | 679.36 | | | | | | 679.36 | |
| Post High Field Trip 2011 | 1,145.39 | | | | | | 1,145.39 | |
| Signing Naturally 2011 | 1,683.50 | | | | | | 1,683.50 | |
| T Rourke 2007 | 6.78 | | | | | | 6.78 | |
| V Pitchers Classroom 2007 | 128.30 | | | | | | 128.30 | |
| Deaf Central Region/Jennifer Salazar | | | | | | | | 5,982.37 |
| C Baker Classroom | 0.00 | | | | | | 0.00 | |
| Deaf Central Discretionary Fund | 1,840.30 | | | | | | 1,840.30 | |
| AGBell SLChapter 2004 | 4,042.07 | | | | | | 4,042.07 | |
| Millcreek Engineering | 100.00 | | | | | | 100.00 | |
| Deaf South Region/Adam Billings | | | | | | | | 689.55 |

| Department/Head | 8-May-15 Balance | Doc # or Date | Deposits | Encum- brances | Withdrawals | Donor/Explanation | 5-Jun-15 Balance | Program Balance |
|---|---------------------|----------------------|------------------|-------------------|-------------|---|---------------------|--------------------|
| Deaf South Discretionary Fund | 92.15 | | | | | | 92.15 | |
| Sevier County Area Press | 597.40 | | | | | | 597.40 | |
| Deaf JMS/Ainee Breinholt | | | | | | | | 20,251.31 |
| Deaf JMS Discretionary Fund | 9,048.60 | 3937 3935 5276 | 55.91 100.00 | | 375.00 | Kroger Earn and Learn A Kimball National Ability Center | 8,829.51 | |
| A Breinholt Classroom 2013 | 5,140.29 | | | | | | 5,140.29 | |
| Assoc. for Deaf Children 2009 | 274.27 | | | | | | 274.27 | |
| D Warren 2013 | 300.00 | | | | | | 300.00 | |
| E Hanna 2013 | 176.14 | | | | | | 176.14 | |
| JR NAD 2013 | 138.10 | | | | | | 138.10 | |
| Student Body Government 2009 | 1,426.09 | 3938 5274 | 710.72 | | 73.45 | Vending Swire Coca-Cola | 2,063.36 | |
| Drama Club | 1,900.00 | | | | | | 1,900.00 | |
| Sub for Santa | 10.64 | | | | | | 10.64 | |
| Teacher Fund 2012 | 1,419.00 | | | | | | 1,419.00 | |
| DP/PAulia Pittman | | | | | | | | 20,845.52 |
| PIP Deaf Family Camp Press | 20,508.52 | 3928 3923 | 217.00 120.00 | | | DP/PAulia Pittman PIP Camp Registrations | 20,845.52 | |
| Related Services/Tami Gear | | | | | | | | |
| Loaner Hearing Aid Bank Press | 3,269.81 | | | | | | 3,269.81 | 11,502.15 |
| Prescription Glasses/Low Vision Aids 2002 | 7,984.66 | | | | | | 7,984.66 | |
| Emergency Kits 2009 | 47.68 | | | | | | 47.68 | |
| Speech/Language Clawson 2012 | 200.00 | | | | | | 200.00 | |
| Education Resource Ctr/H Murdock | | | | | | | | |
| Student Braille Materials Press | 200.00 | | | | | | 200.00 | |
| Eskuche Char Fdn Press | 1,549.39 | 5279 | | | 376.09 | Oriental Trading Co | 1,173.30 | |
| M White's Reading Prog Press | 43.26 | | | | | | 43.26 | |
| Devices f/ Blind/SLC Press | 1.20 | | | | | | 1.20 | |

FY 2016

| Associate Superintendent/Director (SFY 15) | Feel free to add additional line items (Projects) | FY 15 | -\$108,996.78 FY 16 Director And Associa | -\$98,646.78 USDB Superintendent | AC Subcommittee Recommended Amount |
|---|--|-----------------------|---|---|---|
| Lasater/Clark | Expanded Core Curriculum | \$128,000.00 | \$110,000.00 | \$100,000.00 | \$100,000.00 |
| Lasater | UWIN (Utah Work Initiative Network) | \$18,000.00 | \$18,000.00 | \$18,000.00 | \$18,000.00 |
| Lasater | Outdoor Track Ogden Campus | \$100,000.00 | \$0.00 | \$0.00 | \$0.00 |
| Boring | AT Devices | \$60,000.00 | \$5,000.00 | \$5,000.00 | \$5,000.00 |
| Lasater/Judkins | Low Vision Clinic Equipment | \$0.00 | \$21,500.00 | \$21,500.00 | \$21,500.00 |
| Boring | FM Systems Upgrade | \$10,000.00 | \$0.00 | \$0.00 | \$0.00 |
| Tanner/Pittman | Deaf Mentor Program | \$65,000.00 | \$48,000.00 | \$48,000.00 | \$48,000.00 |
| Lasater/Hearn/Patten/Borg | *Vision Sensory Rooms (Ogden, SLC,Orem) | \$20,000.00 | \$0.00 | \$0.00 | \$0.00 |
| Lasater/Hearn | Classroom Hydraulic massage mat | \$0.00 | \$3,000.00 | \$3,000.00 | \$3,000.00 |
| Boring | Loaner Hearing Aids | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Lasater/Borg/Hearn/Patten | Sensory Garden Phase I & II Development | \$0.00 | \$15,000.00 | \$10,000.00 | \$10,000.00 |
| Pierce | Emergency Preparedness | \$10,000.00 | \$0.00 | \$10,000.00 | \$10,000.00 |
| Tanner | JMS Auditorium Upgrades | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Tanner/Lasater | Sheds | \$0.00 | \$2,500.00 | \$2,500.00 | \$2,500.00 |
| Lasater/Clark | Tandem Bicycles - Ogden Campus | \$0.00 | \$2,500.00 | \$2,500.00 | \$2,500.00 |
| Lasater/Tanner | Baseball Diamond | \$50,000.00 | \$100,000.00 | \$100,000.00 | \$100,000.00 |
| Hillstrom | Basketball Court | \$10,000.00 | \$10,000.00 | \$0.00 | \$0.00 |
| Tanner | Visual PA (Emergency Notification System) | \$0.00 | \$150,000.00 | \$0.00 | \$0.00 |
| Areano | Ogden Campus Playgrounds | \$0.00 | \$200,000.00 | \$200,000.00 | \$200,000.00 |
| Lasater | Blind Space Camp | \$0.00 | \$5,000.00 | \$5,000.00 | \$5,000.00 |
| Advisory Council | Dance Performance Material | \$500.00 | \$500.00 | \$500.00 | \$500.00 |
| Lasater/Patten/Borg | Mobile Sensory Kits | \$0.00 | \$5,000.00 | \$5,000.00 | \$5,000.00 |
| Lasater/Clark/Hearn | Kitchen Dishes - ECC Demo Lab - Ogden | \$0.00 | \$500.00 | \$500.00 | \$500.00 |
| Hearn (Blind North-5210) | Educational and Recreational (6184) | \$6,000.00 | \$10,000.00 | \$7,000.00 | \$0.00 |
| Hillstrom (Deaf North-5310) | Educational and Recreational (6184) | \$0.00 | \$5,000.00 | \$0.00 | \$0.00 |
| Salazar (Deaf Central-5320) | Educational and Recreational (6184) | \$16,000.00 | \$15,000.00 | \$0.00 | \$0.00 |
| Billings (Deaf South-5330) | Educational and Recreational (6184) (6188) | \$5,500.00 | \$10,000.00 | \$10,000.00 | \$0.00 |
| Breinholt (JMS-5340) | Educational and Recreational (6184) (6188) | \$13,000.00 | \$12,000.00 | \$12,000.00 | \$0.00 |
| Patten (Deaf/Blind-5400) | Educational and Recreational (6184) | \$1,500.00 | \$2,500.00 | \$0.00 | \$0.00 |
| Borg (PIP-Blind-5500) | Educational and Recreational (6184) | \$1,600.00 | \$11,000.00 | \$0.00 | \$0.00 |
| Pittman (PIP-Deaf-5510) | Educational and Recreational (6184) | \$2,500.00 | \$0.00 | \$0.00 | \$0.00 |
| Boring (Audiology Services-6110) | Medical Supplies (6219) | \$28,500.00 | \$30,000.00 | \$30,000.00 | \$30,000.00 |
| Boring (Physical Therapy-6130) | Medical Supplies (6219) | \$0.00 | \$6,500.00 | \$6,500.00 | \$6,500.00 |
| Boring (Vision Skills Services-6170) | Educational and Recreational (6184) | \$3,500.00 | \$21,850.00 | \$0.00 | \$0.00 |
| Tanner (Audiometer - 6140) | 2 Audiometers for Hearing Screenings of Charter Schools | \$0.00 | \$7,500.00 | \$7,500.00 | \$7,500.00 |
| Murdock (Statewide Resource Center-6340) | Educational and Recreational (6184) | \$1,000.00 | \$2,000.00 | \$2,000.00 | \$2,000.00 |
| Murdock (Statewide Resource Center-6340) | Books and Subscriptions (6185) | \$4,000.00 | \$4,000.00 | \$4,000.00 | \$4,000.00 |
| Murdock (Ogden Library-6342) | Educational and Recreational (6184) | \$2,600.00 | \$4,000.00 | \$4,000.00 | \$4,000.00 |
| Murdock (Ogden Library-6342) | Library Books and Pamphlets (6251) | \$4,000.00 | \$0.00 | \$0.00 | \$0.00 |
| Murdock (Ogden Library-6342) | Library Audio Visual Materials (6254) | \$1,000.00 | \$4,200.00 | \$4,200.00 | \$4,200.00 |
| Murdock (Salt Lake Library-6343) | Library Books and Pamphlets (6251) | \$5,000.00 | \$5,000.00 | \$5,000.00 | \$5,000.00 |
| Felt (Information Technology-6900) | Smartboards | \$0.00 | \$10,000.00 | \$10,000.00 | \$10,000.00 |
| Felt (Information Technology-6900) | Tele-Intervention iPads | \$0.00 | \$6,000.00 | \$6,000.00 | \$6,000.00 |
| Felt (Information Technology-6900) | iPad Keyboards for Students | \$0.00 | \$1,500.00 | \$1,500.00 | \$0.00 |
| Felt (Information Technology-6900) | Remaining computers needed for mobile lab carts | \$0.00 | \$28,000.00 | \$28,000.00 | \$28,000.00 |
| Coleman | Special Projects | \$537,000.00 | \$537,000.00 | \$750,000.00 | \$750,000.00 |
| Tanner | Extra Curricular Activities | \$126,000.00 | \$100,000.00 | \$100,000.00 | \$100,000.00 |
| | Total | \$1,230,200.00 | \$1,529,550.00 | \$1,519,200.00 | \$1,488,700.00 |

| | |
|--|--|
| Historical Notes: | Available Funds (Planning Factor) |
| *Vision Sensory Rooms Increases to \$20,000 from \$0 | Special Projects |
| **Sensory Garden becomes a donated project via as of 5/12/2014-the \$8,000 transfers to Vision S | FY 15 Carry Forward (minus Special Projects) |
| | Total Available Balance |

| |
|-----------------------|
| \$883,553.22 |
| \$537,000.00 |
| \$0.00 |
| \$1,420,553.22 |

SFY 16 Additional Projects

| | |
|---|--|
| Professional Development | |
| Two Polycoms | |
| Ogden Playgrounds | |
| Kitchen Remodel in Cottages | |
| Carpet in PIP | |
| Items for Activity Center | |
| Classroom Furniture for the new modular in Orem | |
| CART | |
| Preschool Toilets and Sinks for the JMS Preschool classrooms | |
| Wood shop updates (needs ventilating system and new equipment) | |
| Greenhouse Renovation/Upgrade | |
| Upgrade - kitchen lighting in Ogden/Blind ECC Demo Lab | |
| Vision efficiency/classroom engineering | |
| Milk Coolers (JMS Campus) | |
| Key Entry System (Ogden Campus) | |
| Visual PA (Emergency Notification System) | |
| JMS Auditorium Upgrades | |
| Carpet in USIMAC and ERC | |
| Cottages/ STEP Bldg HVAC Upgrade | |
| Ogden Gymnasium Upgrades (paint, window blinds, video screen, sound system) | |
| Related Services/Deaf blind Carpet Updgrade | |
| Ogden/SLC ERC Redesign | |

Agency Carry Forward

| |
|--------------|
| \$50,000.00 |
| \$15,000.00 |
| \$200,000.00 |
| \$25,000.00 |
| \$10,000.00 |
| \$20,000.00 |
| \$5,000.00 |
| \$10,000.00 |
| \$5,000.00 |
| \$25,000.00 |
| \$5,000.00 |
| \$2,500.00 |
| \$5,000.00 |
| \$5,000.00 |
| \$140,000.00 |
| \$150,000.00 |
| \$75,000.00 |
| \$33,500.00 |
| \$45,000.00 |
| \$20,000.00 |
| \$45,000.00 |
| \$50,000.00 |

**ADVISORY COUNCIL REPORT
 APPROPRIATION UNIT DEAF AND BLIND SCHOOLS
 FOR FISCAL MONTH ENDING May 31, 2015 Fiscal Year (FY) 15
 8% OF YEAR REMAINING**

| CATEGORY TITLE | FY 15 BUDGET APPROPRIATION | YEAR TO DATE EXPENDITURES | ENCUMBERANCES | BUDGET BALANCE | Last Year Expenditures | % SPENT |
|---------------------------|---|--|----------------------|---------------------------|-----------------------------------|--------------------|
| SALARIES | 15,480,385 | 12,867,123 | - | 2,613,262 | 11,427,630 | 83% |
| BENEFITS | 8,726,416 | 7,156,695 | - | 1,569,721 | 6,112,867 | 82% |
| PURCHASED SERVICES | 5,010,297 | 4,724,882 | 41,220 | 244,195 | 4,034,864 | 95% |
| TRAVEL | 454,680 | 383,049 | 175 | 71,456 | 416,193 | 84% |
| SUPPIES AND MATERIALS | 2,861,574 | 1,157,300 | 101,126 | 1,603,148 | 1,099,030 | 44% |
| UNALLOCATED EXPENSES | 250,000 | 1,050 | - | 248,950 | - | 0% |
| EQUIPMENT | 413,494 | 506,453 | 39,899 | (132,858) | 169,471 | 132% |
| CAPITAL EXPENDITURES | <u>30,754</u> | <u>18,900</u> | <u>16,095</u> | <u>(4,241)</u> | <u>112,413</u> | <u>114%</u> |
| TOTALS | 33,227,600 | 26,815,452 | 198,515 | 6,213,633 | 23,372,468 | 81% |

USDB COST DATA -- FOR FY 2015--Period 11

| MAINTENANCE AND OPERATION | 2015 | |
|---------------------------|-------------------|-------------------|
| | 2015 YTD Expenses | 2014 YTD Expenses |

INSTRUCTION

| | | |
|--------------------------|-------------------------|-------------------------|
| Salaries | \$ 8,198,758.00 | \$ 7,718,732.00 |
| Employee Benefits | \$ 4,270,525.00 | \$ 3,799,437.00 |
| Purchased Services | \$ 240,039.00 | \$ 296,473.00 |
| Supplies and Materials | \$ 53,138.00 | \$ 60,612.00 |
| Assets | \$ 5,809.00 | \$ 7,693.00 |
| TOTAL INSTRUCTION | \$ 12,768,269.00 | \$ 11,882,947.00 |

SUPPORT SERVS-STUDENTS-RELATE SERVICES

| | | |
|---------------------------------------|------------------------|------------------------|
| Salaries | \$ 1,787,227.00 | \$ 1,990,847.00 |
| Employee Benefits | \$ 1,042,981.00 | \$ 1,112,488.00 |
| Purchased Services | \$ 142,517.00 | \$ 80,355.00 |
| Supplies and Materials | \$ 10,668.00 | \$ 20,195.00 |
| Assets | \$ 676.00 | \$ 783.00 |
| TOTAL SUPPORT SERV-STUDENTS-RS | \$ 2,984,069.00 | \$ 3,204,668.00 |

SUPPORT SERVICES-TO-INSTR-STAFF

| | | |
|---------------------------------------|------------------------|------------------------|
| Salaries | \$ 1,601,729.00 | \$ 1,465,318.00 |
| Employee Benefits | \$ 1,048,642.00 | \$ 956,749.00 |
| Purchased Services | \$ 441,243.00 | \$ 335,397.00 |
| Supplies and Materials | \$ 35,005.00 | \$ 42,723.00 |
| Assets | \$ 131,780.00 | \$ 43,321.00 |
| TOTAL SUPPORT SERV-INSTR-STAFF | \$ 3,258,399.00 | \$ 2,843,508.00 |

SUPPORT SERVICES-LAND GRANT

| | | |
|--------------------------------------|----------------------|----------------------|
| Salaries | \$ 44,392.00 | \$ 45,084.00 |
| Employee Benefits | \$ 15,043.00 | \$ 14,448.00 |
| Purchased Services | \$ 143,055.00 | \$ 103,335.00 |
| Supplies and Materials | \$ 99,032.00 | \$ 22,863.00 |
| Assets | \$ 7,377.00 | \$ 136,300.00 |
| TOTAL SUPPORT SERV-LAND GRANT | \$ 308,899.00 | \$ 322,030.00 |

SUPPORT SERVICES-SCHOOL ADMIN

| | | |
|--|------------------------|------------------------|
| Salaries | \$ 494,514.00 | \$ 570,525.00 |
| Employee Benefits | \$ 313,974.00 | \$ 325,940.00 |
| Purchased Services | \$ 888,562.00 | \$ 835,073.00 |
| Supplies and Materials | \$ 40,149.00 | \$ 26,995.00 |
| Assets | \$ 150,973.00 | \$ 107,003.00 |
| TOTAL SUPPORT SERV-SCHOOL ADMIN | \$ 1,888,172.00 | \$ 1,865,536.00 |

USDB COST DATA -- FOR FY 2015--Period 11

| MAINTENANCE AND OPERATION | 2015 | |
|--|-------------------------|-------------------------|
| | 2015 YTD Expenses | 2014 YTD Expenses |
| SUPPORT SERVICES-CENTRAL BUSINESS | | |
| Salaries | \$ 255,159.00 | \$ 301,194.00 |
| Employee Benefits | \$ 181,986.00 | \$ 191,462.00 |
| Purchased Services | \$ 432,800.00 | \$ 414,672.00 |
| Supplies and Materials | \$ 23,629.00 | \$ 24,934.00 |
| Assets | \$ 104.00 | \$ 76.00 |
| TOTAL SUPPORT SERV-CENTRAL BUSINESS | \$ 893,678.00 | \$ 932,338.00 |
| OPERATION AND MAINTENANCE OF PLANT | | |
| Salaries | \$ 264,291.00 | \$ 264,957.00 |
| Employee Benefits | \$ 150,307.00 | \$ 140,867.00 |
| Purchased Services | \$ 784,310.00 | \$ 812,516.00 |
| Supplies and Materials | \$ 4,786.00 | \$ 1,620.00 |
| Assets | \$ 4,259.00 | \$ 18,532.00 |
| TOTAL OPER AND MAINT OF PLANT | \$ 1,207,953.00 | \$ 1,238,492.00 |
| STUDENT TRANSPORTATION SERVICES | | |
| Salaries | \$ 27,148.00 | \$ 32,403.00 |
| Employee Benefits | \$ 2,823.00 | \$ 5,055.00 |
| Purchased Services | \$ 2,990,783.00 | \$ 2,847,269.00 |
| Supplies and Materials | \$ - | \$ 45,059.00 |
| Assets | \$ - | \$ - |
| TOTAL STUDENT TRANSP SERV | \$ 3,020,754.00 | \$ 2,929,786.00 |
| SCHOOL LUNCH | | |
| Salaries | \$ 75,446.00 | \$ 82,837.00 |
| Employee Benefits | \$ 55,276.00 | \$ 56,261.00 |
| Purchased Services | \$ 28,571.00 | \$ 12,807.00 |
| Supplies and Materials | \$ 97,028.00 | \$ 96,472.00 |
| Assets | \$ - | \$ - |
| TOTAL SCHOOL LUNCH | \$ 256,321.00 | \$ 248,377.00 |
| STEP PROGRAM / RESIDENTIAL | | |
| Salaries | \$ 127,187.00 | \$ 183,584.00 |
| Employee Benefits | \$ 88,668.00 | \$ 121,791.00 |
| Purchased Services | \$ 1,996.00 | \$ 1,860.00 |
| Supplies and Materials | \$ 11,088.00 | \$ 15,402.00 |
| Assets | \$ - | \$ - |
| TOTAL STEP PROGRAM / RESIDENTIAL | \$ 228,939.00 | \$ 322,637.00 |
| TOTALS | \$ 26,815,453.00 | \$ 25,790,319.00 |

Advisory Council Land Grant/Enrichment Funds Status (FY15)

| | <u>JULY</u> | <u>AUGUST</u> | <u>SEPTEMBER</u> | <u>OCTOBER</u> | <u>NOVEMBER</u> | <u>DECEMBER</u> | <u>JANUARY</u> | <u>FEBRUARY</u> | <u>MARCH</u> | <u>APRIL</u> | <u>MAY</u> | <u>JUNE</u> | |
|---|-------------------------|----------------|------------------|----------------|-----------------|-----------------|----------------|-----------------|--------------|--------------|--------------|--------------|-------------------------|
| March for July 1, 2014 through May 31, 2015 | <u>BASE Allotment</u> | | | | | | | | | | | | |
| | \$1,229,296.84 | | | | | | | | | | | | |
| Actual Expenditures | \$ 1,090.91 | \$ 36,877.27 | \$ 22,352.78 | \$ 61,694.79 | \$ 10,472.70 | \$ 17,498.86 | \$ 20,794.29 | \$32,133.41 | \$ 32,674.33 | \$ 36,804.57 | \$ 36,506.08 | | 0 \$ 308,899.99 |
| Remaining Balance: | \$1,228,205.93 | \$1,191,328.66 | \$1,168,975.88 | \$1,107,281.09 | \$1,096,808.39 | \$1,079,309.53 | \$1,058,515.24 | \$1,026,381.83 | \$993,707.50 | \$956,902.93 | \$920,396.85 | | \$920,396.85 |
| Remaining % | 100% | 97% | 95% | 90% | 89% | 88% | 86% | 83% | 81% | 78% | 75% | | #DIV/0! 75% |
| | | | | | | | | | | | | | Total % Allotment Spent |
| EXPENDITURE CATEGORIES: | PERSONNEL: | \$ 122.72 | \$ 34,320.22 | \$ 5,824.85 | \$ 5,879.73 | \$ 245.63 | \$ 810.99 | \$ 433.03 | \$ 1,539.76 | \$ 3,417.95 | \$ 3,318.80 | \$ 3,521.50 | Funds Remaining |
| | SUPPLIES AND MATERIALS: | \$ 968.19 | \$ 2,557.05 | \$ 16,527.93 | \$ 55,815.06 | \$ 10,227.07 | \$ 16,687.87 | \$ 20,361.26 | \$ 30,593.65 | \$ 29,256.38 | \$ 33,485.77 | \$ 32,984.58 | \$20,396.85 |
| | | \$ 1,090.91 | \$ 36,877.27 | \$ 22,352.78 | \$ 61,694.79 | \$ 10,472.70 | \$ 17,498.86 | \$ 20,794.29 | \$ 32,133.41 | \$ 32,674.33 | \$ 36,804.57 | \$ 36,506.08 | SPECIAL PROJECTS |
| | | | | | | | | | | | | | \$ 537,000.00 |
| PERCENTAGE OF EXPENDITURES: | PERSONNEL: | 11% | 93% | 26% | 10% | 2% | 5% | 2% | ***** | 10% | 9% | 10% | AMOUNT REMAINING: |
| | SUPPLIES AND MATERIALS: | 89% | 7% | ***** | 90% | 98% | 95% | 98% | 95% | 90% | 91% | 90% | \$ 383,396.85 |

Please sign and return this page. Keep other pages

I have read the Student Technology Acceptable Use Policy (and have discussed it with my child)

I agree that my student will adhere to this policy in its entirety.

Child's Name (please print)

Address

City

State

Signature of Parent or Guardian

Date

Utah Schools for the Deaf and the Blind Student Technology Acceptable Use Policy

1. PURPOSE

This policy intends to (1) set forth the terms and conditions under which Utah Schools for the Deaf and the Blind (“USDB”) Users may access and use USDB Network and Computer Resources; (2) state the requirements that shall govern the operation and management of all information technology used, operated and/or maintained by USDB; and (3) ensure the USDB’s information technology and information assets are managed so as to maximize their efficient and secure use.

Authorized student use of information resources must be consistent with the educational purposes for which these resources have been provided. Use of the USDB Network is a privilege that is provided to help student authorized users complete and deliver educational obligations. The USDB Network provides student authorized users with the means for communicating effectively with schools, teachers, administrators, the public, other government entities, and educational experts. These resources should be used in a manner that both enhances students’ educational experiences and complies with this policy and regulations established from time to time by the USDB Executive Staff. USDB students, through their use of the USDB Network, will gain skills and expertise that prepare them for an increasingly technology-oriented society.

2. APPLICABILITY

This policy applies to all students enrolled in any classes offered by USDB in a traditional classroom or virtual classroom setting who use USDB Computer Resources and/or access the USDB Network (“Users”). Personal electronic devices are subject to this policy when such devices are connected to the USDB Network or Computer Resources.

This policy is provided to make all users aware of the responsibilities associated with efficient, ethical, and lawful use of technology resources. If a person violates any of the User Terms and Conditions named in this policy, privileges may be terminated, access to the School's' technology resources may be revoked or denied, and appropriate disciplinary action shall be applied.

Violations may result in disciplinary action up to and including suspension for students. When applicable, law enforcement agencies may be involved.

Users who leave USDB for any reason during the school year must surrender all electronic devices, data and other technology-related resources. Failure to return an electronic device will result in a theft report being filed with the local Police Department.

3. DEFINITIONS

A. **Computer Resources** refers to all computers and information technology,

- whether stationary or portable, used to conduct the day-to-day business of USDB, including but not limited to all related peripherals, components, disk space, storage devices, system memory, servers, telecommunication devices and output devices such as telephones, hand held devices, printers, scanners, facsimile machines and copiers whether owned or leased by the Board.
- B. **Other Electronic Devices** include, but are not limited to, cellular telecommunication devices such as cellular phones, pagers, text communication pagers, two-way text pagers, and personal digital assistants that may or may not be physically connected to the network infrastructure.
 - C. **Collaboration Systems** refers to the hardware and software systems which support synchronous and asynchronous communication through a variety of devices, tools and channels. Examples of collaboration systems include, but are not limited to: calendaring, message/conference boards, blogs, text chat/instant messaging, video conferencing, websites and podcasting.
 - D. **USDB Network** refers to the infrastructure used to transmit, store and review data over an electronic medium and includes, but is not limited to, the USDB E-mail system(s), collaboration systems, databases, internet service, the USDB intranet system, whether the system is owned or contracted.
 - E. **Password** is a secret word or series of letters and numbers that must be used to gain access to an online service or the Internet or to modify certain software (such as parental controls).
 - F. **Department/School Management** refers to the supervisor, manager, director, officer, Principal, or other USDB employee designated by his/her department or office or school to implement Policy compliance requirements.
 - G. **ITS** refers to the USDB Information Technology Services Department.
 - H. **Student Authorized Users** are any students enrolled in any classes offered by USDB in a traditional classroom or virtual classroom setting.

4. DUTIES

4.1 **ITS Duties:** ITS is responsible for designing, establishing and maintaining the USDB Network and Computer Resources and for assisting Users in all USDB departments, offices, and schools in implementing and maintaining electronic information management and security practices at their respective locations. ITS shall establish and issue procedures, standards and guidelines (collectively referred to as ITS Guidelines) as necessary to implement the requirements of this Policy or to specify the terms of use for a particular USDB Network system or Computer Resource.

4.2 **Department/School Management Duties:** Department/School

Management are responsible for designating Users authorized to use the USDB Network and Computer Resources and providing for their individualized access to specific USDB Network systems based on job duties. Department/School Management shall enroll and terminate User access to USDB Network and Computer Resources in accordance with ITS Guidelines. Department/School Management will approve access to the USDB Network and Computer Resources by Users who are not USDB students, only upon the user's execution of a confidentiality agreement regarding such access and use.

5. OWNERSHIP AND PRIVACY

5.1 **Privacy:** Users have no expectation of privacy in their use of the USDB Network and Computer Resources.

5.2 **Monitoring:** ITS has the right to access, search, read, inspect, copy, monitor, log or otherwise use data and information stored, transmitted and processed on USDB Network and Computer Resources in order to execute the requirements of this policy. USDB Network including but not limited to Internet and Email usage may be monitored and audited by Department/School Management and ITS for inappropriate activity or oversight purposes. ITS reserves the right to: (1) access and make changes to any system connected to the USDB Network and Computer Resources to address security concerns, (2) deny User access to any system to address security concerns, and (3) determine what constitutes appropriate use of these resources and to report any illegal activities. ITS may intercept and/or quarantine E-mail messages and related resources, such as Internet mail and other messaging services for business, legal or security purposes.

5.3 **Staff Access:** Department/School Management and Staff may access documents, data and information generated, stored, transmitted or processed by a student on the USDB Network and Computer Resources in accordance with ITS Guidelines. USDB staff may also access a student's USDB Network account for educational purposes, including oversight purposes, regardless of whether the Student is present or absent. In all cases, the Department/School Management and staff shall contact the Help Desk to obtain access. Teachers and Staff shall not ask Students to share their password for such purposes.

6. GENERAL PROVISIONS REGARDING USE

6.1 Student Authorized Users:

All student authorized users shall adhere to the provisions of this policy as a condition for continued use of the USDB Network. It is a general policy of USDB to promote the use of computers in a manner that is responsible, legal and appropriate. This policy is enacted anytime there is a connection to USDB's hardwired or wireless network via outside lines such as T-1, BRI, PRI, VPN, Dialup, DSL, Distance Learning Equipment, Personal Digital Assistants, and

other personal electronic devices.

6.2 Disclaimer:

Pursuant to the Children's Internet Protection Act, USDB uses filtering software to screen Internet sites for offensive material. The Internet is a collection of thousands of worldwide networks and organizations that contain millions of pages of information. Users are cautioned that many of these pages contain offensive, sexually explicit, and inappropriate material, including, but not limited to the following categories: Adult Content; Nudity; Sex; Gambling; Violence; Weapons; Hacking; Personals/Dating; Lingerie/Swimsuit; Racism/Hate; Tasteless; and Illegal/Questionable. In general it is difficult to avoid at least some contact with this material while using the Internet. Even innocuous search requests may lead to sites with highly offensive content. Additionally, having an e-mail address on the Internet may lead to receipt of unsolicited e-mail containing offensive content. Student authorized users accessing the Internet do so at their own risk. No filtering software is one hundred percent effective and it is possible that the software could fail. In the event that the filtering software is unsuccessful and children and staff gain access to inappropriate and/or harmful material, USDB will not be liable. To minimize these risks, student use of the USDB Network is governed by this policy.

7. TERMS AND CONDITIONS FOR THE STUDENT USE OF THE USDB NETWORK

7.1 Acceptable Use:

USDB students may use the various resources provided by the USDB Network to pursue educationally-related activities. Teachers and other staff should help guide students in their use of the USDB Network so that students will learn how Internet resources such as discussion boards, instant messaging and chat rooms can provide valuable educational information from classrooms, schools, and other national and international sources. In addition to using the USDB Network strictly for educational pursuits, students will be expected to follow generally accepted rules of network etiquette. These include, but are not limited to, the following:

1. Be polite. Do not become abusive in your messages to others.
2. Use appropriate language. Do not swear or use vulgarities or any other inappropriate language.
3. Keep personal information, including the logins, passwords, addresses, and telephone numbers of students or colleagues confidential.
4. Use these resources so as not to disrupt service to other student authorized users.

5. Do not upload, post, e-mail, transmit, or otherwise make available any content that is unlawful, dangerous or may cause a security risk.

7.2 Unacceptable Use:

Improper use of the USDB Network is prohibited. Actions that constitute unacceptable uses of the USDB Network and are not specifically addressed elsewhere in this policy include, but are not limited to:

1. Use of the USDB Network for, or in support of, any illegal purposes.
2. Use of the USDB Network for, or in support of, any obscene or pornographic purposes including, but not limited to, the retrieving or viewing of any sexually explicit material. If a student authorized user inadvertently accesses such information, he or she should immediately disclose the inadvertent access to a teacher or to the school principal. This will protect the user against allegations of intentionally violating this policy.
3. Use of the USDB Network for soliciting or distributing information with the intent to incite violence, cause personal harm or bodily injury, or to harass or “stalk” another individual.
4. Non-educational uses of the USDB Network including, but not limited to games, wagering, gambling, junk mail, chain letters, jokes, private business activities, raffles, fundraisers, religious activities or political lobbying.
5. Making a statement of policy, either expressly or by implication, except for messages that quote policies, procedures, documents published by USDB, or other official sources.
6. Using Internet tools such as discussion boards, chat rooms, and instant messaging for personal rather than educational purposes.
7. Using profanity, obscenity or language that is generally considered offensive or threatening to persons of a particular race, gender, religion, sexual orientation, or to persons with disabilities.
8. Plagiarizing any information gained on or through use of the USDB Network or any other network access provider.
9. Using copyrighted materials, including commercial software, without permission of the copyright holder, and in violation of state, federal or international copyright laws. (If students are unsure whether or not they are using materials in violation of copyright provisions, they should ask their teachers or a school technology coordinator for assistance. School based personnel are encouraged to contact the USDB Information Services Department if they have questions regarding use of copyright materials found through the USDB Network.)
10. Using the USDB Network for financial gain or for the transaction of any business or commercial activities.

8. SECURITY

All student authorized users are to report promptly any breaches of security violations of acceptable use and the transmission of web addresses or e-mail information containing inappropriate material (as outlined in Section III B of this policy) to their teacher or the school principal. Authorized personnel will report such breaches to the USDB Information Technology Services Department.

In order to maintain the security of the USDB System, students are prohibited from engaging in the following actions:

1. Connecting to a modem to dial into any online service provider, or Internet Service Provider ("ISP") or connect through a Digital Subscriber Line ("DSL") while physically being connected to the USDB Network where a T-1 line is functioning.
2. Intentionally disrupting the use of the USDB Network for other users, including, but not limited to, disruptive use of any processes or programs, sharing logins and passwords or utilizing tools for ascertaining passwords, or engaging in "hacking" of any kind, which is an illegal or unlawful entry into an electronic system to gain secret unauthorized information.
3. Intentionally spreading computer viruses or programs that loop repeatedly, or for the purpose of infiltrating a computer system without authorization or for damaging or altering without authorization the software components of a computer or computer system.
4. Disclosing the contents or existence of USDB computer files, confidential documents, e-mail correspondence, or other information to anyone other than authorized recipients. Student authorized users must not share logins or password(s) and unauthorized information regarding other users' passwords or security systems.
5. Downloading unauthorized games, programs, files, electronic media, and/or stand-alone applications from the Internet that may cause a threat to the USDB Network.

9. SOFTWARE

9.1 **Software Licensing and Software Copying:** Every effort is made to stay in compliance with software license agreements by having sufficient licenses for every user or by restricting access to a limited number of licenses. Copies of software licensed by our agency should never be copied for use elsewhere unless specifically permitted by authorized IT staff.

9.2 **Personal Software:** In the event that users have purchased software licenses for personal use on home computers or electronic device, users are not authorized to install copies of that software on agency owned computers. As a

rule, public domain software and shareware should not be installed on agency machines without first obtaining permission from a system administrator.

10. REPORTING

Users shall immediately report to the USDB Help Desk and Department/School Management any actual or suspected:

- A. security violations or breaches, including, but not limited to:
 - a. improper transmission of confidential information;
 - b. compromised passwords or access codes
 - c. receipt of messages containing suspected virus content;
- B. theft or loss of Computer Resources including portable devices
- C. unacceptable use of the USDB Network or Computer Resources; and
- D. any other violation of this Policy.

Receipt of inappropriate spam or suspicious electronic messages, including suspected phishing messages, should be reported immediately to helpdesk@usdb.org, Ext 4787. User access privileges may be suspended at any time if ITS determines that a security threat exists.

11. ASSUMPTION OF RISK

USDB will make a good faith effort to keep the USDB Network system and its available information accurate. However, student authorized users acknowledge that there is no warranty of any kind, either express or implied, regarding the accuracy, quality, or validity of any of the data or information available. For example, and without limitation, USDB does not warrant that the USDB Network will be error free or free of computer viruses. In making use of these resources, student authorized users agree to release the Utah Schools for the Deaf and the Blind (USDB) from all claims of any kind, including claims for direct or indirect, incidental, or consequential damages of any nature, arising from any use or inability to use the network, and from any claim for negligence in connection with the operation of the USDB Network. Student authorized users further acknowledge that the information available through interconnecting networks may be inaccurate. USDB has no ability to maintain such information and has no authority over these materials. USDB makes no warranty of any kind, either express or implied, regarding the accuracy, quality, or validity of the data and/or information residing on or passing through the USDB Network from outside networks. Use of the USDB Network is at the risk of the student authorized user.

USDB Performance Improvement Plan for Special Education in UPIPS*

June 25, 2015

*UPIPS = Utah Program Improvement Planning System for Special Education

UPIPS Framework

Per IDEA of 2004 and Utah State Board of Education Special Education Rules:

- Supports positive results for students
- Describes progress of each LEA in meeting targets on OSEP* performance indicators
- Provides APR determination score

*OSEP = Office of Special Education Programs

UPIPS Program Review Areas

- General Supervision
- FAPE in the LRE
- Parent Involvement
- Transition
- Disproportionality

Current Status of our PIP:

- Placed on the USOE Coaching Tier with the APR Determination that we “Meet Requirements.”
- USDB Steering Committee met and reviewed our data and proposed goals/activities for improvement.
- Currently awaiting approval or feedback with suggested changes from USOE.

General Supervision:

- Present status:
 - Score of 3 in numeracy in grades 3-8. USDB is 6% to 15% below the state target of 19.52%
 - Students struggle with statewide assessments in proficiency and accessibility issues for students who are blind/visually impaired.
 - Some students who have been placed at USDB have returned to their neighborhood district/school when they are close to or on grade level, therefore it reduces the number of students in grades 3-8, and 10 that may have received proficient scores.
 - Professional Development needed; USD is in process of purchasing new math curriculum.
 - USB currently receiving targeted support from the UMTSS grant to address numeracy needs.
 - On-going Professional Development will be provided to support the new student data base and special education system.
 - USDB currently has an Independent Educational Evaluation (IEE) Policy which needs revision.
 - Proposed Goals
 - **Numeracy** - By end of 2017-18, USDB will improve numeracy scores for students in grades 3-8 by 1% to achieve 13.7% on Indicator 3.
 - **IEE Policies & Procedures** - USDB will review current IEE policy and procedures, and USDB will update a list of possible IEE providers in a variety of evaluation areas.

FAPE in the LRE:

- Present status:

- Our data was entered incorrectly for our students. (Refers to the % of time students are in a special education setting.)
- Per Utah Code (Section 53A-25b-301) and State Board Rule (R277-800-7) USDB provides instruction and services for students with sensory disabilities. The IEP team has placed the student at USDB, a separate school or special class, to receive intensive service specific to their disability through placement options as determined appropriate by the IEP team. As a result USDB has limited participation opportunities to involve typically developing peers.
- During the past school year, administration audited student Health Care Plans (HCP) and determined that many were out of compliance.
- APR showed a USDB Drop Out Rate of 14.29%, reported score was due to a problem in the reporting system. USDB actually had no drops out during the reported year.

- Proposed Goals

- **LRE Data** - USDB will increase LRE data on Indicator 5 by at least 1% by October 1, 2015.
- **Health Care Plans** - All students requiring a HCP will have a current plan attached to the IEP prior to a student's first day of school.
- **Drop Out Rate** - USDB will reduce the dropout rate to <6.89%, state target rate, by June 2016.

Parent Involvement:

- Present status:
 - USDB meets all procedural safeguard requirements. According to interviews and surveys, parents are very pleased with the level of meaningful involvement in school and IEP processes.
 - USDB will continue to review files using the USOE compliance monitoring tool to periodically review parent involvement.
- No Goal Required

Transition:

- **Present Status:**

- According to APR results, previous UPIPS results and parent feedback, USDB could do a better job ensuring students have better outcomes by either being gainfully employed, enrolled in higher education or training program.
- While monitoring files USDB has discovered that there needs to be more professional development in the use of appropriate transition assessments.

- **Proposed Goals:**

- **Post School Student Outcomes** - USDB will increase student enrollment by 1% in post secondary schools, training programs or in competitive employment by June 15, 2016.
- **Age Appropriate Transition Assessment** - USDB will have 100% of transition students participate in an age-appropriate assessment.

Disproportionality:

This does not apply to USDB as we are considered a special education school.

Questions?