



UTAH STATE BOARD OF EDUCATION

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TO: Members, Utah State Board of Education

FROM: Scott Jones
Deputy Superintendent of Operations

DATE: September 8-9, 2016

ACTION: FY2017 Section Budget Reviews

Background:

The Finance Committee will have the opportunity to discuss information provided by the Data and Statistics, Law and Professional Practices, Assessment, and Information Technology sections.

Board Strategic Plan:

This item supports the following imperative(s) and strategies in the Board's Strategic Plan:

- Educational Equity
- System Values

Anticipated Action:

The Committee will receive program updates and budget reports from the various sections.

Contact: Scott Jones, Deputy Superintendent of Operations, 801-538-7514



DATA & STATISTICS SECTION OVERVIEW

76301 Program 01
76301 Program 02
76301 Activity T946 (7)



Data & Statistics Mission:

Data & Statistics department acts as supporting entity ensuring compliance with numerous Utah codes, legislative requirements and board rules.

Program Description	Mandator
Auditing (for data quality — accuracy, consistency, etc.): UTREX data submissions, Data Warehouse tables, accountability indicators (GUS, PACE, SFAR, UGG/ROGL, etc.) used in all required and ad hoc reporting about students	Federal, State, Board
CACTUS: Maintenance of school directory and program participation tables used by all agency software applications. NOTE: directory data is prerequisite to all other ED Facts file submissions	Federal, State, Board
Data Gateway: Data analysis tools and training (for LEAs); data dissemination via interactive statistical reports (for public); data collection via surveys (from LEAs)	Federal, State, Local, Internal
Data governance: Leadership and staffing of state student data Policy, Governance, and Users advisory groups; guidance and technical assistance to LEAs implementing local data governance; leadership and training of internal Data Stewards Group	State, Board, Internal

Data & Statistics Mission cont.

Program Description	Mandator
<p>Data liaison: Federal statistical agencies (e.g., NCES), interstate cooperatives (e.g., CCSSO/EIMAC), state agencies (e.g., DWS) and initiatives (e.g., Intergenerational Poverty, etc.), community organizations (e.g., United Way), and academic units (e.g., UEPC)</p>	Federal, State, Local
<p>EDFacts: Reporting of educational statistics to federal government: www2.ed.gov/about/inits/ed/edfacts/file-specifications.html</p>	Federal
<p>Graduation and dropout rates: Operational definition, calculation and publishing of: (1) cohort graduation rate (2) cohort dropout rate (3) single year (event) dropout rate (4) GUS-defined graduation rate indicator (5) 9th grade proxy rate for Dropout Recovery program (6) federal Office of Special Education (OSEP)-defined graduation rate (7) OSEP-defined dropout rate</p>	Federal, State, Board
<p>Metadata: Definition and documentation of UTREX and Data Warehouse data elements and accountability indicators; guidance and technical assistance to LEAs implementing data dictionaries</p>	State
<p>Privacy: Implementation of laws regarding confidentiality of student data; organizational locus of Chief Privacy Officer</p>	Federal, State, Board

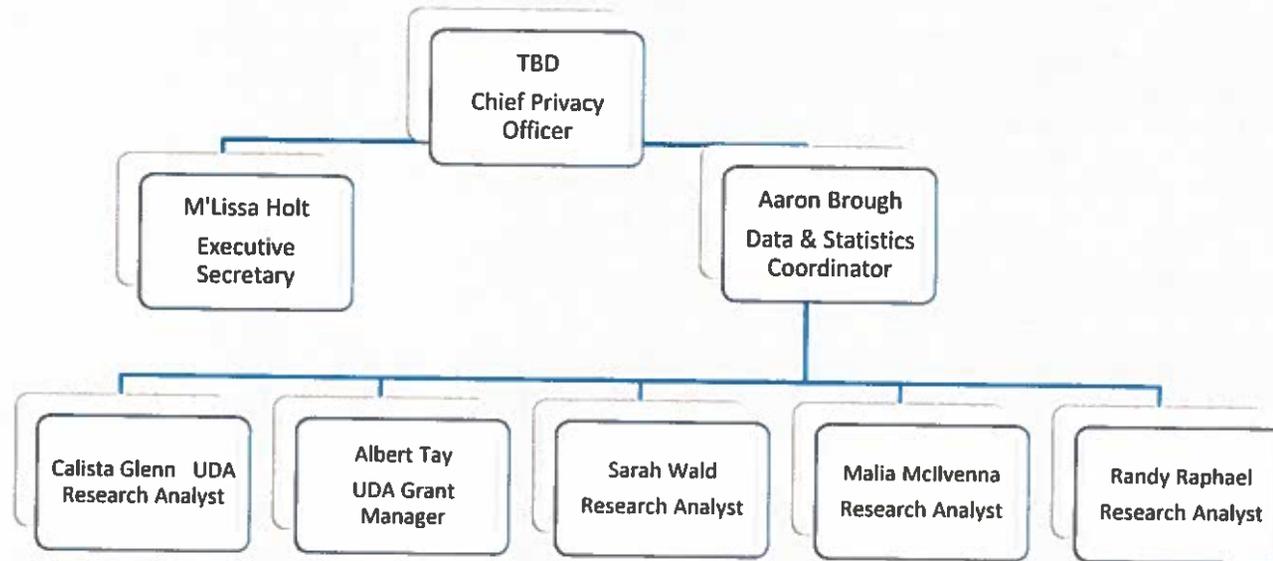
Data & Statistics Mission cont.

Program Description	Mandator
Research and data management consultation: Ongoing technical support to Assessment and Accountability, Special Education, and Federal Programs sections; organizational locus of expertise in statistical analysis, program evaluation and metadata	Local, Internal
Response to data requests: SQL programming and production of customized statistics in response to ad hoc requests and datasets for contracted and field-initiated research governed by MOUs	State, Local, Internal
Semiannual statewide data conferences: (now responsibility of CPO and Data Users Advisory Group) Communication of data policy and training for LEA data staff	State, Local
Software development: de facto business analysis unit (mediating between program specialists and IT); de facto external user applications testing unit (mediating between LEAs and IT)	Local, Internal
Statistical reports and enrollment projections for Finance section: Official sources of student data which drive budgeting and allocation of funds to LEAs	State, Board

Data & Statistics Mission cont.

Program Description	Mandator
Superintendent's Annual Report: Nonfiscal data tables	State
Utah Data Alliance (UDA): Coordination of interagency data sharing along life course (early childhood to workforce); UDA Data Warehouse (auditing, data governance, metadata, privacy, research); Utah Futures; management of multimillion \$ federal grant for research and evaluation with focus on college and career readiness	Federal, State

Data & Statistics Section Organizational Chart



Section State and Federal Programs

Data & Statistics FY17 Allocation				
STATE FY 2017				
0763				Amount
Activity	T017	Data & Statistics Division Admin.		
Program	01		\$	474,437
0763				Amount
Activity	T017	Chief Privacy Officer - HB68		
Program	01		\$	180,000
0763				Amount
Activity	T017	Statewide Data Alliance and Utah Futures		
Program	01		\$	355,000
0763				Amount
Activity	T017	Student Privacy Study		
Program	02		\$	800,000
T947				Amount
Activity	T017	Federal Grant - Enhancing Utah Data Alliance 83.372A		
Program	01		Restricted \$	1,442,650
			Total Allocation \$	3,252,087

Data & Statistics FY17 Carry forward

SPENDING PLAN / OBLIGATIONS

STATE FY 2016 - CARRY FORWARD FUNDS

0763			Amount
Activity	T016	Data & Statistics Division	
Program	01		Unrestricted \$ 28,562
Obligations			
		Request to upgrade section hardware and equipment.	\$ 15,176
		Proposed Balance	\$ 13,386
0763			Amount
Activity	T016	Chief Privacy Officer - HB68 (2015)	
Program	02		Legislatively Directed \$ 106,149
Obligations			
		Data Transparency for Federal Reporting requirements	\$ 106,149
		Proposed Balance	\$0.00
T946			Amount
Activity	T016	Federal Grant - Enhancing Utah Data Alliance 83.372A	
Program	01		Restricted \$ 1,868,138
Obligations			
		Utah Education Telehealth Network (UETN)	\$ 1,375,083
		Department of Workforce Services (DWS)	\$ 56,100
		Utah System of High Education (USHE)	\$ 68,200
		Utah College of Applied Technology (UCAT)	\$ 165,000
		Utah Educatio Policy Center (UEPC)	\$ 66,000
		Utah State Board of Education (USBE)	\$ 137,755
		Proposed Balance	\$0.00

HB68 Student Privacy Study and Chief Privacy Officer

HB64 Student Privacy Study – requires the State Board of Education to develop a funding proposal and make recommendations to the Legislature on how the State Board of Education and the Legislature can update student privacy laws in statute and in board rule;

Requires the State Board of Education to designate a Chief Privacy Officer;

1. Primary point of contact for data privacy and protection
2. Ensure compliance with privacy laws throughout the public education system
3. Investigate complaints of alleged violations and report violations
4. Support USBE and LEA Data managers
5. Data privacy and protection auditor

HB358 Student Privacy Amendments

Enacts the Student Data Protection Act, which provides for student data protection governance at the state and local levels.

Primary Tasks

1. Develop New Data Governance Plan
2. Create a Metadata Dictionary (for both State and all LEAs) that discloses all data collected, used, stored and shared which is to be displayed on USBE's website.
3. Outlines Collections and Prohibitions of data elements with list to be annually updated and published on website.
4. Create Three Data Advisory Groups:
 - a. State Advisory Group
 - b. USBE Governance & Advisory Group
 - c. User Advisory Group
5. Establish an external research review process for a request of PII data
6. Notify student or parent/legal guardian in case of data breach
7. Outline requirements for data governance and policies for all LEAs
8. Requirements to develop rules for expunging and storage of student data

Federal Grant:

Enhancing Utah Data Alliance College and Career and Evaluation and Research Capabilities through Web Technology

On October 1, 2015 USOE was awarded a Institute of Education Sciences Statewide Longitudinal Studies System Grant. This funding will be used to expand Utah's current longitudinal system, (Utah Data Alliance) and fulfill two priority areas outlined in the grant application. The award period on the grant is as follows:

10/01/2015-9/30/2016	\$1,905,833.00
10/01/2016-9/30/2017	\$1,442,650.00
10/01/2016-9/30/2017	\$1,574,650.00
10/01/2016-9/30/2018	\$1,574,650.00

The two priorities upon which the Utah State Office of Education intends to focus on are College and Career, and Evaluation and Research. The College and Career Priority focus is to develop feedback reports for institutions and stakeholders on the state of Utah students' outcomes and examine the factors that influence college and career readiness among Utah residents. The Evaluation and Research Priority focuses on expanding accessibility and use of the state longitudinal data system (UDA).

SB 34 Statewide Data Alliance and Utah Futures

UTAH DATA
ALLIANCE

LOOKING BACK,
MOVING FORWARD.

Utah's Common Search SEARCH

HOME

TWITTER

CONTACT US

FEATURED
DASHBOARDS

RESEARCH AREAS

REPORTS

AGGREGATED DATA

DATA GUIDELINES

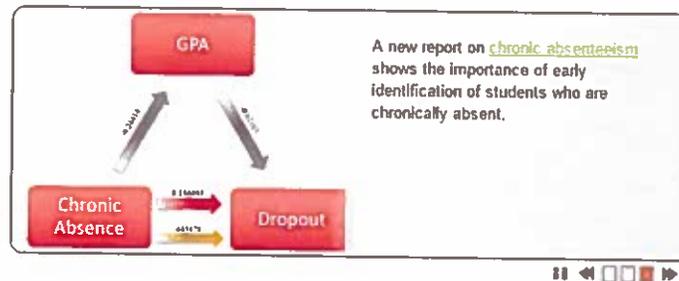
RESOURCES

ABOUT UDA

MISSION

JOB
OPPORTUNITIES

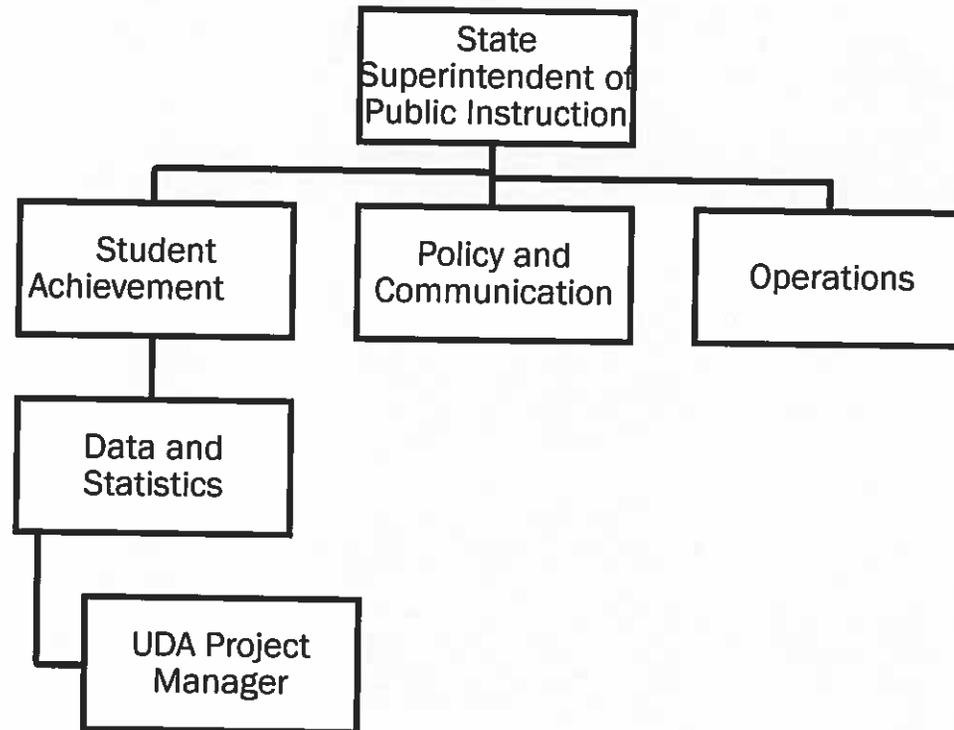
REQUEST OR
SUGGEST A
DASHBOARD OR
REPORT



The Utah Data Alliance (UDA) is partnership between six Utah agencies who provide a statewide longitudinal database linking K-12 education, postsecondary education, and workforce data. The UDA partnership provides tools and analyses to facilitate data-driven decision making for education. The UDA provides educators and other decision makers analyses and evidence for program and service improvement.

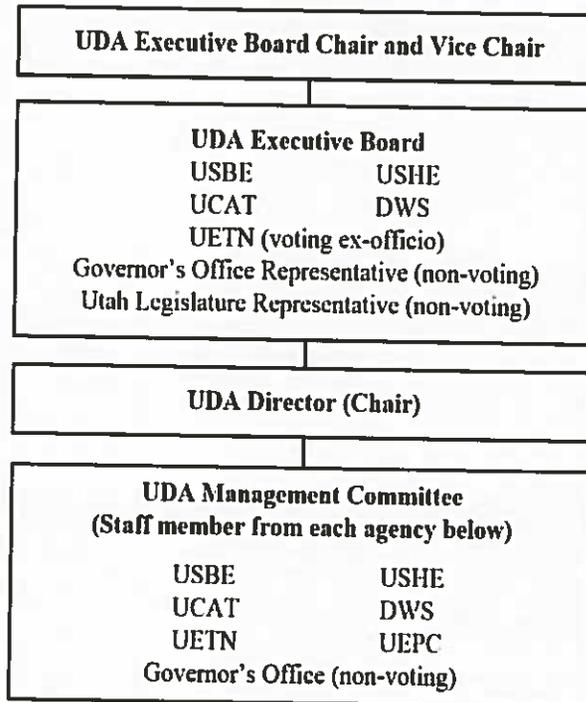
UDA Organizational Structure and Project Location

The project will be located in the Department of Data and Statistics which is under the direction of the Associate Superintendent of Student Services and Federal Programs. The Associate Superintendent of Student Services and Federal Programs and her designees will be responsible for the project's operations including the approval and oversight of project activities. All of the project's outcomes will be the responsibility of the USOE in collaboration with the partners of the Utah Data Alliance.

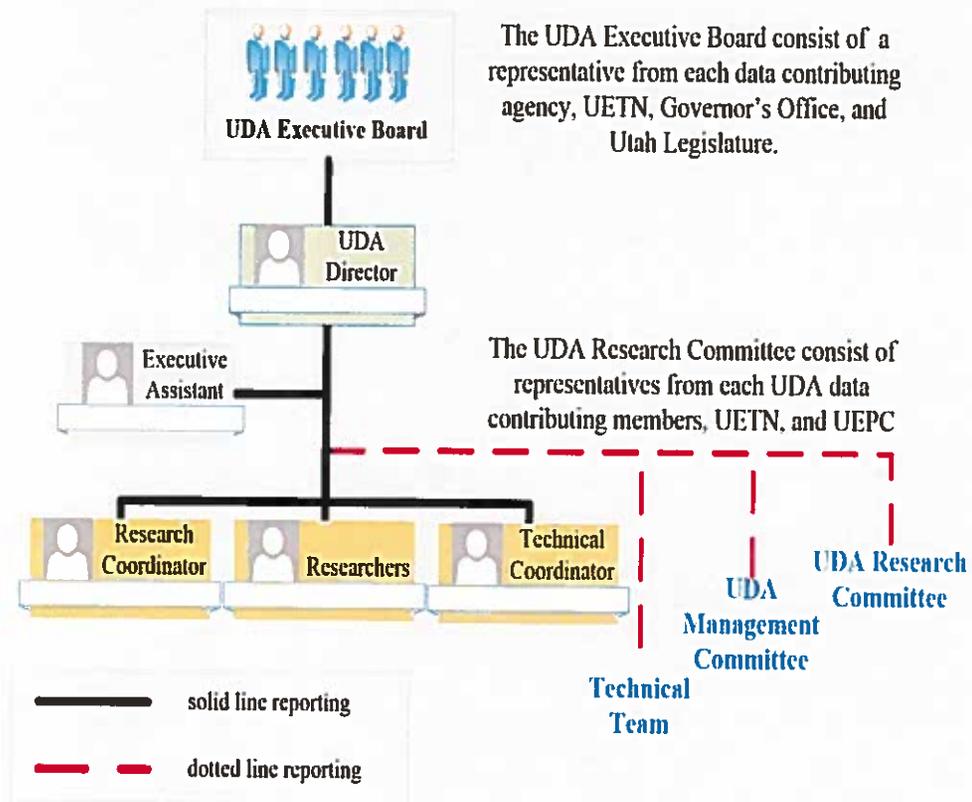


UDA Other State Agencies and UDA Partners

The Utah Data Alliance was established by the Utah State Office of Education with five additional partner agencies including the Utah System of Higher Education, Utah College of Applied Technology, Department of Workforce Services, Utah Education Network, and the Utah Education Policy Center. The six partners of the Utah Data Alliance formed an Executive Board and Management Committee to oversee the operation of the project. The partner agencies are responsible for executing the directives of the Executive and Management Committees under the direction of the UDA Project Manager, located at the USOE. The general duties of each of the partner agencies are as follows.
Utah Data Alliance.



UDA Organizational Chart

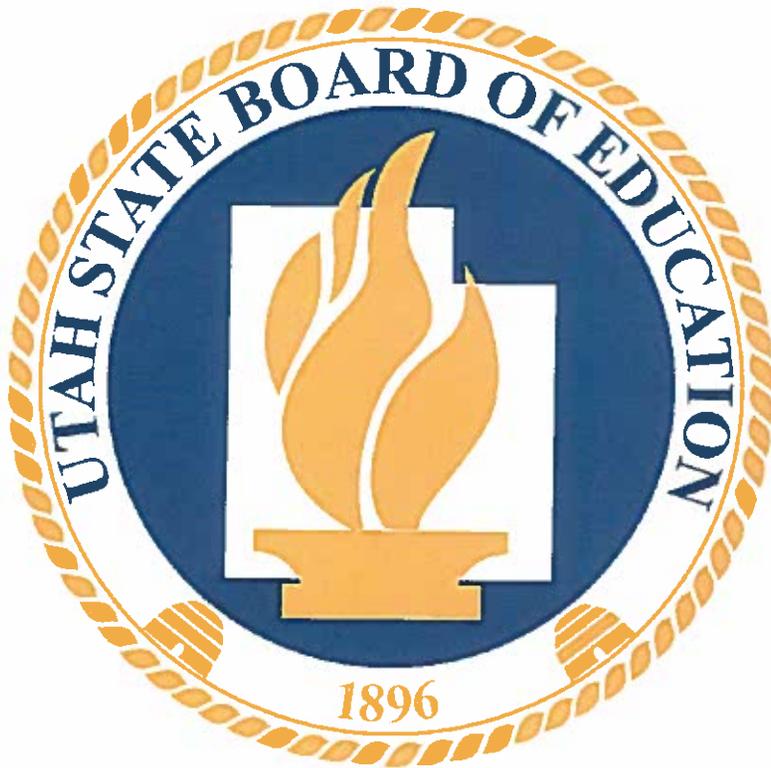


Utah State Office of Education
Board Summary Section Report
For the Section - Data & Statistics
As of: 07/30/2016

Data & Statistics (0763) Funding Sources	Actual FY 2016	Board Approved Budget FY 2017	Revised Budget	Revised Budget #2	Expenditures to Date	Expenditures as a % of Revised Budget
State Funding (0763 project 01) HB 34 & HB 68(FY17)	\$ 815,600	\$ 1,009,437			\$ 26,087	2.58%
State Funding (0763 project 02) HB 68 (FY17 project 01)	\$ 185,000				\$ -	
State Funding (0763 project 02) HB 358		\$ 800,000				
Federal Funding (0763 project 01) UDA Grant	\$ 1,905,833	\$ 1,442,650			\$ 3,002	0.21%
Total	\$ 2,906,433	\$ 3,252,087	\$ -	\$ -	\$ 29,089	0.89%

Data & Statistics (0763) Areas of Expenditures/Budget Categories	Actual FY 2016	Board Approved Budget FY 2017	Revised Budget Amount	Revised Budget #2	Expenditures to Date	Expenditures as a % of Revised Budget
Salaries & Benefits	\$ 624,144	\$ 902,832		\$ -	\$ 28,690	3.18%
Purchased Services	\$ 83,766	\$ 829,550		\$ -	\$ -	-
Travel	\$ 12,627	\$ 14,600		\$ -	\$ -	-
Supplies and Materials	\$ 10,171	\$ 21,800		\$ -	\$ 399	1.83%
Unallocated Expenses		\$ 37,167		\$ -	\$ -	-
Equipment	\$ 15,633	\$ 14,065		\$ -	\$ -	-
Capital Expenditures	\$ 3,455	\$ -		\$ -	\$ -	-
Indirect Cost	\$ 117,982	\$ 164,873		\$ -	\$ -	-
Grants and Transfers to Other Agencies	\$ 35,808	\$ 1,267,200		\$ -	\$ -	-
Flow Through Funds to LEAs	\$ -	\$ -	\$ -	\$ -	\$ -	-
Total	\$ 903,584	\$ 3,252,087	\$ -	\$ -	\$ 29,089	0.89%

State Fiscal Year (SFY) 17 Law and Professional Practices



Law and Professional Practices Budgets

<u>Line Item</u>		<u>Law FY 17</u>		<u>UPPAC FY 17</u>
Salaries	\$	157,142.88	\$	188,388.30
Benefits	\$	80,096.97	\$	113,409.41
Purchased Services	\$	5,335.00	\$	97,820.60
Out of State Travel	\$	2,725.00	\$	2,200.00
In State Travel	\$	1,200.00	\$	1,450.00
Supplies and Materials	\$	6,687.00	\$	29,098.00
Indirect Costs	\$	45,313.00	\$	57,633.69
Equipment	\$	1,500.00	\$	-
Carry Forward	\$	<u>784.00</u>	\$	<u>-</u>
Total:	\$	300,783.85	\$	490,000.00

School Law

School Law provides the following services:

1. Draft, revise, file, and maintain all Board administrative rules as required or allowed by law.
2. Draft, review, and edit contracts, agreements, MOUs, and other documents for Board staff
3. Respond to GRAMA requests.
4. Work with AG's office in addressing legal issues and litigation.
5. Provide support and professional development to public school personnel concerning legal issues and professional standards.
6. Provide information and direction to LEAs, agencies, and the public on education law and ethical issues.
7. Revise and update school fee forms as necessary and manage compliance with school fee waiver rules.

School Law handles various requirements outlined in

1. Title 53A generally
2. Title 63G, Chapter 2, GRAMA
3. Title 63G, Chapter 3, Administrative Rulemaking Act
4. Title 53A, Chapter 6, Licensing Laws – specifically, professional development

School Law is state funded.

UPPAC

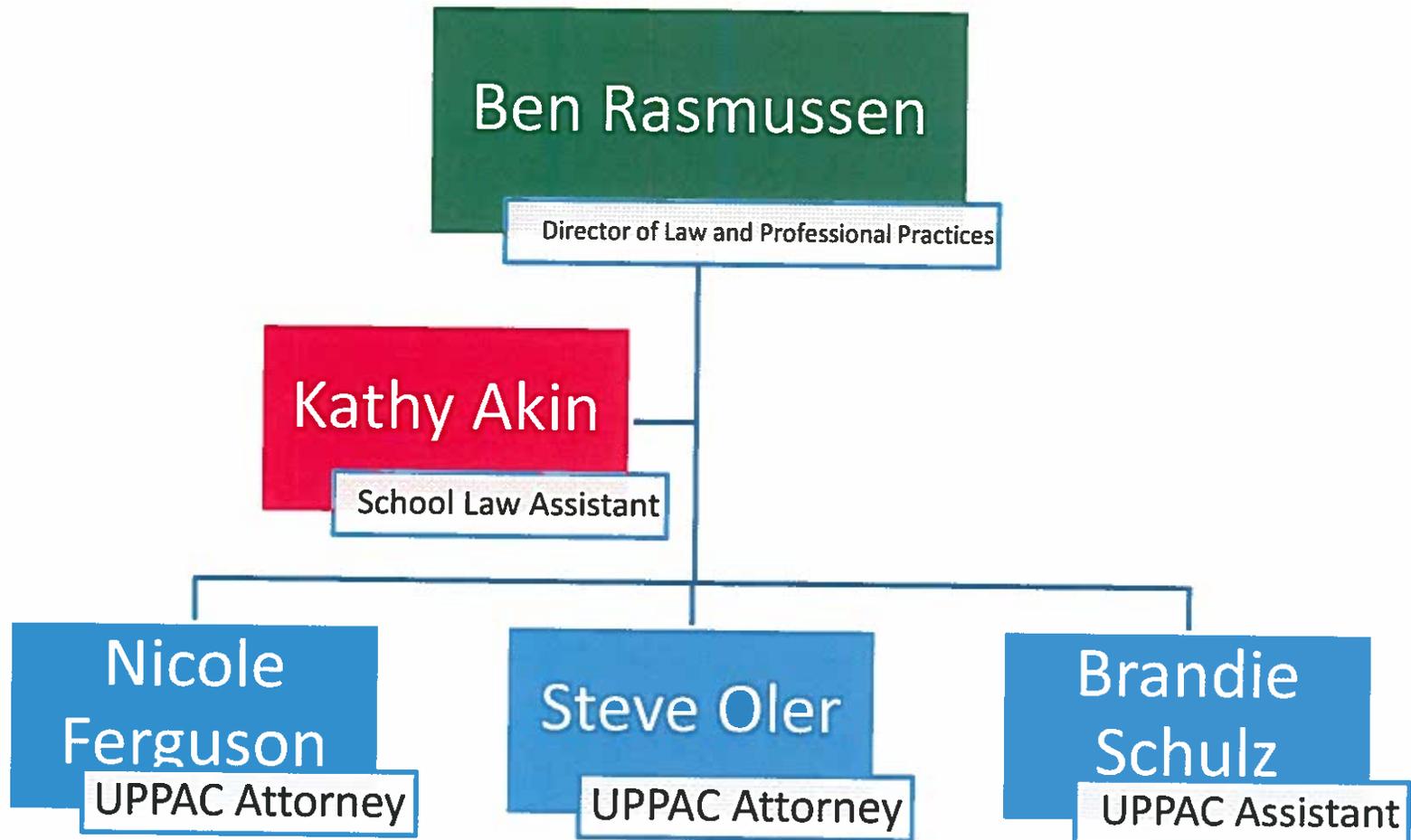
UPPAC provides the following services:

1. Investigate allegations of educator misconduct
2. Process educator background check issues
3. Conduct hearings regarding allegations of educator misconduct
4. Provide training to LEAs regarding educator ethics.

UPPAC is authorized under Title 53A, Chapter 6, Licensing Laws

UPPAC is funded by the Teacher Licensing Fees Account.

Law and Professional Practices Org Chart



School Law Salaries and Benefit Line Item

Total Funding Requested (from Slide 2): \$241,509.06

List your FTE count and position titles here:

One Educational Director

One Administrative Secretary

Total: Two FTEs

List the day to day activities of this position here:

Educational Director supervises department, responds to GRAMA requests, assist Attorneys General and Superintendent in dealing with legal issues from constituents and staff, and assists Associate Superintendent Stallings with rulemaking process.

Administrative Secretary provides logistical support for the department, customer service to constituents and coordinates all agency rulemaking with DAR.

Both positions are state funded.

UPPAC Salaries and Benefit Line Item

Total Funding Requested (from Slide 2): \$301,797.71

List your FTE count and position titles here:

Two UPPAC Attorneys

One Administrative Secretary

Total: Three FTEs

List the day to day activities of this position here:

UPPAC Attorneys investigate and prosecute allegations of misconduct involving educators.

UPPAC's administrative secretary processes all background checks, provides support to the staff, and coordinates all UPPAC hearings and meetings.

UPPAC staff is funded through the teacher licensing account.

School Law Purchased Services Line Item

Total funding requested: School Law \$5,335.00 – UPPAC \$97,820.60

Both budgets share a contract for Legal Research with Associate Superintendent Stallings. This is based on a state cooperative purchase contract and the Board signed a three year contract in January.

UPPAC's purchased services budget also covers UPPAC Hearing Officers. New five year contracts based on the most recent RFP are being presented to the Board for approval on the consent calendar at the September meeting.

UPPAC also uses this line item to cover any expenses needed for travel and costs associated with UPPAC meetings and hearings.

Out of State Travel Line Item

Total funding requested from Slide 3: School Law - \$2,725.00 / UPPAC \$2,200.00

Event #1: NASTDEC Professional Practices Institute

Location: Des Moines, IA

Dates: October 2017

Personnel: 3 (1 from School Law, 2 from UPPAC)

Reason: This conference is the annual conference of state education officials involved in teacher misconduct and professional practices. The conference provides valuable networking and training opportunities for the Director and prosecutors.

Train: Yes, if staff are unable to attend

Required: No, but some of the training may qualify for CLE, which is required for continued attorney licensing

Event #2: NCOSEA Conference

Location: Kansas City, MO

Dates: October 2017

Personnel: 1

Reason: National conference of state education attorneys. The conference provides valuable networking and training opportunities for the Director.

Required: No, but much of the training will qualify for CLE, which is required for continued attorney licensing.

In State Travel Line Item

Total funding requested from Slide 3: School Law - \$1,200.00 / UPPAC \$1,450.00

Event #1: UPEHRA Conference

Dates: March 2018

Location: St. George

Personnel: 1

Reason: Update HR Directors on UPPAC issues

Train: No training of internal personnel to USOE

Required: No

Remaining funds are used for UPPAC attorney travel costs in the course of their investigations and for Law and Professional Practices staff to travel to districts to provide training as needed or other mileage reimbursement incidental to assignments.

School Law Supplies and Materials Line Item

Total funding requested: School Law \$6,687.00 – UPPAC \$16,150.00

What Supplies and Materials are you buying using this funding? This covers needed office supplies for staff, book subscriptions for legal materials used by administration staff, as well as bar dues, CLE fees, and other training required for staff.

Who will receive the Supplies and Materials? Staff

What will they do with these Supplies and Materials? Carry out office functions.

Equipment Line Item

School Law has budgeted \$1,500.00 for on-going equipment upgrade needs.

UPPAC upgraded staff computers during FY16 and doesn't anticipate extensive equipment costs during FY17.

Utah State Office of Education
 Board Summary Section Report
 For the Section - School Law
 As of: 07/30/2016

School Law (0665) Funding Sources	Actual FY 2016	Board Approved Budget FY 2017	Revised Budget	Revised Budget #2	Expenditures to Date	Expenditures as a % of Revised Budget
State Funding (0665 project 01)	\$ 295,254	\$ 300,000			\$ 10,472	3.49%
Total	\$ 295,254	\$ 300,000		\$ -	\$ 10,472	3.49%

School Law (0665) Areas of Expenditures/Budget Categories	Actual FY 2016	Board Approved Budget FY 2017	Revised Budget Amount	Revised Budget #2	Expenditures to Date	Expenditures as a % of Revised Budget
Salaries & Benefits	\$ 233,971	\$ 237,240		\$ -	\$ 9,973	4.20%
Purchased Services	\$ 4,444	\$ 5,335		\$ -	\$ -	
Travel	\$ 2,089	\$ 3,925		\$ -	\$ -	
Supplies and Materials	\$ 6,651	\$ 6,687		\$ -	\$ 499	7.46%
Unallocated Expenses				\$ -	\$ -	
Equipment	\$ 2,626	\$ 1,500		\$ -	\$ -	
Capital Expenditures				\$ -	\$ -	
Indirect Cost	\$ 44,688	\$ 45,313		\$ -	\$ -	
Grants and Transfers to Other Agencies				\$ -	\$ -	
Flow Through Funds to LEAs				\$ -	\$ -	
Total	\$ 294,469	\$ 300,000	\$ -	\$ -	\$ 10,472	3.49%

SFY 2017 Budget Update Utah State Office of Education

Assessment and Accountability

Rich Nye, PhD., Deputy Superintendent of Data, IT, Assessment and Accountability
Jo Ellen Shaeffer, Ed.D., Director, Assessment and Accountability



Assessment and Accountability Mission

The mission of Assessment and Accountability is to serve the public by providing measurable information about Utah students' core knowledge, skills, and abilities; acquired through high quality valid and reliable assessments. We strive to:

- Positively impact student learning and the public's understanding through quality assessment;
- Provide meaningful assessment that is essential to assess the extent of student progress toward proficiency;
- Provide accurate, understandable reporting that is essential so that all stakeholders in Utah education have the data needed for making effective decisions concerning school policies, programs and curricula;
- Provide knowledge about use of accountability measures, resources/tools to support best practices in the area of assessment and support broad understandings;
- Utilize innovative technologies support valid and cost-effective indicators of student proficiency;
- Accomplish all tasks through positive collaborative partnerships with districts and state agencies.



Assessment
and Accountability

Programs/Assessments Mandated by Federal Code, State Statue, and Board Rule:



Assessments and Tools Supported by USOE	Mandate
Student Assessment of Growth & Excellence (SAGE, American Institutes for Research) Summative, Interim, and Formative Systems, item development and professional development	Utah House Bill 15 (2012)
ACCESS for ELLs (WIDA Consortium, University of Wisconsin)	Federal ESEA Title III
Dynamic Learning Maps (DLM Consortium, University of Kansas)	Federal 34 CFR 200.6(a)(2)
Online Formative Writing Tool (Utah Compose)	USBE R277-404-3 (A)(2)
Online College Test Preparation (Shmoop)	Utah Senate Bill 175 (2013)
ACT/Explore/Plan (ACT)	Utah Senate Bill 175 (2013)
K-3 Reading Tool (Amplify, Voyager)	Utah Senate Bill 263 (2015)

FY 2017 Budget Prior to Carry Forward – Board Report

Utah State Office of Education				
Board Summary Section Report				
For the Section - Assessment & Accountability (0760/0761)				
As of: 07/30/2016				
Assessment & Accountability (0760/0761) Funding Sources	Actual FY 2016	Board Approved Budget FY 2017	Expenditures as of 7/31/2016	Expenditures as a % of Budget
State Funding (0760 project 30)	\$ 3,702,423	\$ 5,173,999	\$ 32,140	0.62%
State Funding (0760 project 32)	\$ 1,800,000	\$ 1,800,000	\$ 149,939	8.33%
State Funding (0760 project 50)	\$ -	\$ 125,000	\$ -	0.00%
State Funding Carry Forward (0760 TA55 project 30)	\$ 470,000			0.00%
State Funding Carry Forward (0760 TA66 project 30)				0.00%
State Funding Mineral Lease (0760 project 30)	\$ 163,324	\$ 37,250	\$ -	0.00%
Carry Forward Federal (0760 T764/T765 project 30)	\$ 3,015,050			0.00%
Carry Forward Federal (0760 T765/T766 project 30)			\$ 39,724	0.00%
Federal (0760 project 30)	\$ 67,389	\$ 4,960,616	\$ 138	0.00%
Carry Forward NAEP (0760 project 30)	\$ 126,592		\$ 7,050	0.00%
Estimate NAEP (0760 project 30)	\$ 42,680	\$ 180,000		0.00%
State Funding (0761 project 01)	\$ 4,825,405	\$ 6,700,000		0.00%
Carry Forward State Funding (0761 TA55 project 01)	\$ 1,895,322			0.00%
Carry Forward State Funding (0761 TA66 project 01)				0.00%
Carry Forward State Funding (0761 TA55 project 34)	\$ 690,007		\$ 238	0.00%
Total	\$ 16,798,191	\$ 18,976,865	\$ 229,229	1.21%

FY 2017 Budget Prior to Carry Forward – Board Report continued

Assessment & Accountability (0760) Areas of Expenditures by Budget Categories	Actual FY 2016	Board Approved Budget FY 2017	Expenditures as of 7/31/2016	Expenditures as a % of Budget
Salaries & Benefits	\$ 1,976,081	\$ 2,249,106	\$ 78,801	3.50%
Purchased Services	\$ 5,052,068	\$ 5,558,799	\$ 192	0.00%
Travel	\$ 47,031	\$ 62,355		0.00%
Supplies and Materials	\$ 180,168	\$ 292,084	\$ 59	0.02%
Unallocated Expenses	\$ -	\$ 1,945,096		0.00%
Equipment	\$ 15,792	\$ 55,500		0.00%
Capital Expenditures	\$ 3,456			0.00%
Indirect Cost	\$ 292,711	\$ 313,926		0.00%
Grants and Transfers to Other Agencies	\$ 20,150			0.00%
Flow Through Funds to LEAs	\$ 1,800,000	\$ 1,800,000	\$ 149,939	8.33%
Total	\$ 9,387,458	\$ 12,276,865	\$ 228,991	1.87%

Assessment & Accountability (0761) Areas of Expenditures by Budget Categories	Actual FY 2016	Board Approved Budget FY 2017	Expenditures as of 7/31/2016	Expenditures as a % of Budget
Salaries & Benefits				0.00%
Purchased Services	\$ 6,954,412	\$ 6,700,000		0.00%
Travel	\$ 8,376			0.00%
Supplies and Materials	\$ 447,946		\$ 238	0.00%
Unallocated Expenses				0.00%
Equipment				0.00%
Capital Expenditures				0.00%
Indirect Cost				0.00%
Grants and Transfers to Other Agencies				0.00%
Flow Through Funds to LEAs				0.00%
Total	\$ 7,410,734	\$ 6,700,000	\$ 238	0.00%

FY 2016 Carry Forward – Obligations and Spending Plan

	2016 Carry Forward Amount	Restricted for 2017 Use	Expenditures	Balance	
State Assessment Allocations	\$1,901,577.00	<ul style="list-style-type: none"> SAGE AIR contract 2016 Item writing from 2016 	\$1,901,577.00	\$0.00	
State – HB 15 Adaptive Testing FY 2016	\$1,874,596.00	<ul style="list-style-type: none"> SAGE AIR contract from 2016 	\$1,874,596.00	\$0.00	
State Licensing Offset FY 2015	\$1,627,539.00	<ul style="list-style-type: none"> Held by USBE 	\$0.00	\$1,627,539.00	USBE
State – K3 Reading Tool FY 2016	\$1,220,438.00	<ul style="list-style-type: none"> K-3 Reading Tool contract 2017 	\$1,220,438.00	0.00	
State Licensing Offset FY 2016	\$6,562,095.00	<ul style="list-style-type: none"> SAGE AIR contract 2016 SAGE AIR contract 2017 – addition to \$6.7 M Assessment to Achievement Education Direction contract 2017 Assessment to Achievement Project Expenditure 2017 	\$2,258,441.00	\$4,303,656.00	2017-2020 Assessment to Achievement professional development

FY 2017 Purchased Services Budget Detail

Assessment/Other Contract	Description of Services	Amount	Funding Source
SAGE—American Institutes for Research	SAGE contract provides Utah statewide computer adaptive assessment system and related services.	\$8,849,266.00	<ul style="list-style-type: none"> • 2017 State Online Adaptive Testing Allocation - \$6,700,000 • 2017 State Assessment Allocation \$1,555,250 • 2016 State License Offset \$594,016
		\$2,324,347.00	<ul style="list-style-type: none"> • 2016 SAGE Online Adaptive Testing Alloc CF - \$1,895,322 • 2016 State Assessment Alloc CF \$236,429 • 2016 State License Offset CF \$213,323
ACCESS for ELLs—WIDA Consortium	ACCESS contract provides English language proficiency assessment for pre-K – 12 th grade.	\$1,129,170.00	<ul style="list-style-type: none"> • 2016 Federal Carry Forward (CF)
Dynamic Learning Maps—DLM Consortium	DLM contract provides DLM assessment for students with significant cognitive disabilities in grades 3 – high school	\$51,000.00	<ul style="list-style-type: none"> • 2016 Federal Carryover
Utah Compose—Measurement Inc.	Utah Compose contract provides formative online writing tool for grades 3 – 12.	\$458,632.00	<ul style="list-style-type: none"> • 2017 State Assessment Allocation
Online College Test Preparation	Online College Test Prep contract provides online ACT preparation.	\$150,000.00	<ul style="list-style-type: none"> • 2017 State Assessment Allocation
ACT—ACT, Inc.	ACT contract provides a national college readiness examination.	\$1,500,000.00	<ul style="list-style-type: none"> • 2017 State Assessment Allocation

FY 2017 Purchased Services Detail continued

Assessment/Other Contract	Description of Services	Amount	Funding Source
Assessment to Achievement— Education Direction	<ul style="list-style-type: none"> A to A contract provides instruction to build capacity for effective use of assessment data. USOE provides staff support, project management, meeting space, stipends, books, on-site visits, etc. 	\$1,095,425.00	<ul style="list-style-type: none"> 2016 SAGE License committed to Assessment to Achievement \$882,102 2015 Federal Carry Forward \$213,323 Addtn'l \$590,500 to execute program \$4.6 SAGE license fee to pay for 2017-2020 AtoA professional development.
APAC—National Center for the Improvement of Education	TAC/PAC contract provides expert technical consultancy on assessment & accountability issues for state and federal large scale summative assessment issues to meet industry standards.	\$394,900.00	<ul style="list-style-type: none"> 2015 Federal Carry Forward \$3,443 2016 Federal Carry Forward \$282,707 2017 State Assessment Allocation \$108,750
Consultant—Dr. Charles Hausman	Dr. Hausman contract provides research evaluations and analyses of SAGE, ACT, and other state assessments.	\$33,333.33	<ul style="list-style-type: none"> 2017 State Assessment Allocation
Item Development—Amendment #4	Development of SAGE item bank required to update the SAGE assessment to complete the standards based item bank. Over 8,000 item needed over the next two years that include new complete science test.	\$3,530,740.00	<ul style="list-style-type: none"> 2016 State Assessment Alloc \$1,665,148 2016 Federal Carry Forward \$1,865,592
Dual Immersion AAPPL	Assessment of Performance toward Proficiency in Languages	\$125,000.00	<ul style="list-style-type: none"> 2017 State Dual Immersion Allocation
College Board for AP Data	State level data file provided	\$525.00	<ul style="list-style-type: none"> 2017 State Assessment Allocation
Other Purchase Services	Various Operating Services; HR, Payroll, Wireless, Rent, etc.	\$41,625.00	<ul style="list-style-type: none"> 2017 State Assessment Allocation 2016 Federal Carry Forward 2016 NAEP Carry Forward

FY 2017 Additional Operating Budget Detail

	Amount
In State Travel/ Out of State Travel	\$71,478.00
Equipment	\$45,250.00
Supplies and Materials	\$791,151.98
Indirect Costs	\$313,926.00

Travel

	Amount	Funding Source
In-State Travel	\$16,378.50	<ul style="list-style-type: none"> • 2017 State Assessment Allocation • 2016 Federal G-5 Grant Carryover • 2016 NAEP Carryover
Out-State Travel	\$35,100.00	<ul style="list-style-type: none"> • 2017 State Assessment Allocation • 2016 Federal G-5 Grant Carryover • 2016 NAEP Carryover
Assessment to Achievement	\$20,000.00	<ul style="list-style-type: none"> • 2016 State License Offset

Equipment

	Amount	Funding Source
Office	\$8,500.00	<ul style="list-style-type: none"> • 2017 State Assessment Allocation • 2016 Federal G-5 Grant Carryover • 2016 NAEP Carryover
Data Processing Hardware	\$36,750.00	<ul style="list-style-type: none"> • 2017 State Assessment Allocation • 2016 Federal G-5 Grant Carryover • 2016 NAEP Carryover

FY 2017 Additional Operating Budget Detail continued

Supplies & Materials			
Workshops /Conferences	Description of Services	Amount	Funding Source
Assessment and Accountability, Utah Compose, and Formative Writing	<p>Assessment and accountability staff provide a wide range of professional learning opportunities for LEAs and schools designed to write, implement and use classroom and large-scale assessments and assessment/accountability data to support instruction and student learning. These workshops are tailored to meet specific program and LEA goals including:</p> <ul style="list-style-type: none"> • SAGE Item development, administration, use of data • K-3 Reading, ACCESS, DLM assessments and use of data • Formative tools (SAGE Formative, Utah Compose, UTIPS) • Assessment literacy for administrators and teachers • Accessing and using USOE-provided assessment and accountability data (publicly reportable data, accountability reports) 	\$60,000.00	<ul style="list-style-type: none"> • 2017 State Assessment Allocation • 2016 Federal G-5 Grant Carryover
Assessment to Achievement	<p>Professional development to focus on effective use of data to improve student achievement. School and district teams will increase their own expertise in analyzing data and then use the analysis to inform instruction and program decisions that positively influence students and schools</p>	\$570,500.00	<ul style="list-style-type: none"> • 2015 Federal Grant Carryover • 2016 License Offset

FY 2017 Additional Operating Budget Detail continued

Supplies & Materials continued		
	Amount	Funding Source
Office Supplies / Books	\$10,668.00	<ul style="list-style-type: none"> • 2017 State Assessment Allocation • 2016 Federal G-5 Grant Carryover • 2016 NAEP Carryover
Printing	\$4,050.00	<ul style="list-style-type: none"> • 2017 State Assessment Allocation • 2016 Federal G-5 Grant Carryover • 2016 NAEP Carryover
Copies	\$5,000.00	<ul style="list-style-type: none"> • 2017 State Assessment Allocation
Data Processing - Supplies	\$4,100.00	<ul style="list-style-type: none"> • 2017 State Assessment Allocation • 2016 Federal G-5 Grant Carryover
Building & Grounds Operations	\$22,800.00	<ul style="list-style-type: none"> • 2017 State Assessment Allocation • 2016 Federal G-5 Grant Carryover • 2016 NAEP Carryover
Insurance & Bonds	\$7,950.00	<ul style="list-style-type: none"> • 2017 State Assessment Allocation • 2016 Federal G-5 Grant Carryover • 2016 NAEP Carryover
Membership - SCASS/CCSSO	\$95,350.00	<ul style="list-style-type: none"> • 2017 State Assessment Allocation • 2016 Federal G-5 Grant Carryover • 2017 Mineral Lease Funds
Professional Dev/Training/Seminars	\$11,234.00	<ul style="list-style-type: none"> • 2017 State Assessment Allocation • 2016 Federal G-5 Grant Carryover • 2016 NAEP Carryover

FY 2017 Anticipated Expenditures & 2018 Directives

Funding Source	Allocated with CF	Anticipated Expense	Remaining Balance	Description
T017 State Assessment Allocation	\$7,098,999.00	\$7,098,999.00	\$0.00	
T016 State Assessment Alloc Carry Forward	\$1,901,577.00	\$1,901,577.00	\$0.00	Encumbered FY16 contracts
T767 G-5 Federal Grant	\$4,960,616.00	\$6,950.00	\$4,953,666.00	Federal Carryover anticipated to be needed for testing in 2018
T766 Federal Carry Forward	\$4,770,788.00	\$4,414,233.00	\$356,555.00	Used for various assessments, technical services, anticipated item development
T765 Federal Carry Forward	\$500,709.00	\$500,709.00	\$0.00	
T837 NAEP	\$180,000.00	\$21,816.00	\$158,184.00	These funds can only be expended for purposes of the NAEP Assessment
T836/T835 NAEP Carry Forward	\$140,305.00	\$140,305.00	\$0.00	The NAEP Federal carryover is expended for NAEP Coordinator and related expenses first.
T047 Mineral Lease Funds	\$37,250.00	\$37,250.00	\$0.00	
T017 Adaptive Testing Appropriation	\$6,700,000.00	\$6,700,000.00	\$0.00	This appropriation only meets a portion of funds needed to meet contract obligations
T016 Adaptive Testing Approp Carry Forward	\$1,874,596.00	\$1,874,596.00	\$0.00	Encumbered FY16 contracts
SAGE FY 16 License Offset	\$6,562,095.00	\$2,258,441.00	\$4,303,654.00	These funds are dedicated to meet contract obligations and professional development, and risk mitigation and the direction of the USBE
Total	\$34,726,935.00	\$24,954,876.00	\$9,772,059.00	

CCSSO SCASS Membership

State Collaborative on Assessment and Student Standards (SCASS - See more at: [http://www.ccsso.org/Resources/Programs/State_Collaboratives_on_Assessment_and_Student_Standards_\(SCASS\).html#sthash.V1CBinxx.dpuf](http://www.ccsso.org/Resources/Programs/State_Collaboratives_on_Assessment_and_Student_Standards_(SCASS).html#sthash.V1CBinxx.dpuf))

Location	Minneapolis, MN (Fall), New Orleans, LA (Winter), & Austin, TX (Summer)
Dates	Three/Five days (TBD), June 2017
Personnel	7 Specialists, 2 Coordinators
Purpose	The State Collaborative on Assessment and Student Standards (SCASS) strive to develop and implement high standards and valid assessment systems that maximize educational achievement for all children. Over the past 20 years, SCASS has brought State Education Agency (SEA) career service professionals together to solve complex problems impacting the states. SCASS groups are formed in response to specific project needs. Some SCASS groups focus on specific content areas like science, math, social studies, or English language arts. Others focus on policy, psychometric problems, or technology. Membership in SCASS represents an investment that sees its value leveraged and returned many times over through advocacy, program involvement, and professional development.
Training	Yes. Staff will share best practices and recommendations with Utah public education policymakers, USOE staff, LEAs and schools.

SCASS Assessment and Accountability Membership 2017:

- Accountability Systems and Reporting (ASR) Whitney Phillips
- Science (ECEA) Scott Roskelley
- English Language Arts (ELA) Julie Benson and Daron Kennett
- Math (Math) Todd Vawdrey and Jared Wright
- English Language Learners (ELL) Cydnee Carter
- Formative Assessment for Students and Teachers (FAST) Kim Rathke
- Technical Issues in Large-Scale Assessment (TILSA) Julie Quinn

FY 2017 Proposed Budget with Carry Forwards

<u>Line Item</u>	<u>SFY 17 Proposed Budget with Carry Forwards</u>	<u>State</u>	<u>Federal</u>	<u>NAEP</u>	<u>Mineral Lease</u>
Salaries	\$1,454,838.00	\$652,287.00	\$718,084.00	\$84,467.00	
Benefits	\$794,268.00	\$332,495.00	\$414,423.00	\$47,350.00	
Purchased Services	\$19,683,963.00	\$16,114,004.00	\$3,566,634.00	\$3,325.00	
In State Travel	\$36,379.00	\$26,750.00	\$8,300.00	\$1,329.00	
Out of State Travel	\$35,100.00	\$13,500.00	\$14,000.00	\$7,600.00	
Supplies and Materials	\$791,152.00	\$671,484.00	\$78,200.00	\$4,218.00	\$37,250.00
U-PASS Flow Through	\$1,800,000.00	\$1,800,000.00			
Unallocated Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
Equipment	\$45,250.00	\$35,000.00	\$9,000.00	\$1,250.00	
Capital Expenditures					
Indirect Costs	<u>\$313,926.00</u>	<u>\$188,093.00</u>	<u>\$113,251.00</u>	<u>\$12,582.00</u>	<u>\$0.00</u>
Total:	\$24,954,876.00	\$19,833,613.00	\$4,808,641.00	\$162,121.00	\$37,250.00

***\$591,000.00 of 2017 Federal Grant transferred to Information Technology

FY 2017 Salaries and Benefit Line Item

# of FTEs (21 Total)	Position	Funded By
4	Educational Specialist	State (9 FTEs)
1	Financial Analyst II	
1	Administrative Secretary	
1	Office Specialist	
1	Educational Coordinator	
1	Educational Director	
7	Educational Specialist	Federal (11 FTEs)
1	Educational Coordinator	
1	Research Consultant	
1	Office Specialist	
1	Executive Secretary	
1	Educational Specialist	NAEP (1 FTE)

Utah State Office of Education
Board Summary Section Report
For the Section - Assessment & Accountability (0760/0761)
As of: 07/30/2016

Assessment & Accountability (0760/0761) Funding Sources	Actual FY 2016	Board Approved Budget FY 2017	Expenditures as of 7/31/2016	Expenditures as a % of Budget
State Funding (0760 project 30)	\$ 3,702,423	\$ 5,173,999	\$ 32,140	0.62%
State Funding (0760 project 32)	\$ 1,800,000	\$ 1,800,000	\$ 149,939	8.33%
State Funding (0760 project 50)	\$ -	\$ 125,000	\$ -	0.00%
State Funding Carry Forward (0760 TA55 project 30)	\$ 470,000			0.00%
State Funding Carry Forward (0760 TA66 project 30)				0.00%
State Funding Mineral Lease (0760 project 30)	\$ 163,324	\$ 37,250	\$ -	0.00%
Carry Forward Federal (0760 T764/T765 project 30)	\$ 3,015,050			0.00%
Carry Forward Federal (0760 T765/T766 project 30)			\$ 39,724	0.00%
Federal (0760 project 30)	\$ 67,389	\$ 4,960,616	\$ 138	0.00%
Carry Forward NAEP (0760 project 30)	\$ 126,592		\$ 7,050	0.00%
Estimate NAEP (0760 project 30)	\$ 42,680	\$ 180,000		0.00%
State Funding (0761 project 01)	\$ 4,825,405	\$ 6,700,000		0.00%
Carry Forward State Funding (0761 TA55 project 01)	\$ 1,895,322			0.00%
Carry Forward State Funding (0761 TA66 project 01)				0.00%
Carry Forward State Funding (0761 TA55 project 34)	\$ 690,007		\$ 238	0.00%
Total	\$ 16,798,191	\$ 18,976,865	\$ 229,229	1.21%

Assessment & Accountability (0760) Areas of Expenditures by Budget Categories	Actual FY 2016	Board Approved Budget FY 2017	Expenditures to Date	Expenditures as a % of Revised Budget
Salaries & Benefits	\$ 1,976,081	\$ 2,249,106	\$ 78,801	3.50%
Purchased Services	\$ 5,052,068	\$ 5,558,799	\$ 192	0.00%
Travel	\$ 47,031	\$ 62,355		0.00%
Supplies and Materials	\$ 180,168	\$ 292,084	\$ 59	0.02%
Unallocated Expenses	\$ -	\$ 1,945,096		0.00%
Equipment	\$ 15,792	\$ 55,500		0.00%
Capital Expenditures	\$ 3,456			0.00%
Indirect Cost	\$ 292,711	\$ 313,926		0.00%
Grants and Transfers to Other Agencies	\$ 20,150			0.00%
Flow Through Funds to LEAs	\$ 1,800,000	\$ 1,800,000	\$ 149,939	8.33%
Total	\$ 9,387,458	\$ 12,276,865	\$ 228,991	1.87%

Assessment & Accountability (0761) Areas of Expenditures by Budget Categories	Actual FY 2016	Board Approved Budget FY 2016	Expenditures to Date	Expenditures as a % of Revised Budget
Salaries & Benefits				0.00%
Purchased Services	\$ 6,954,412	\$ 6,700,000		0.00%
Travel	\$ 8,376			0.00%
Supplies and Materials	\$ 447,946		\$ 238	0.00%
Unallocated Expenses				0.00%
Equipment				0.00%
Capital Expenditures				0.00%
Indirect Cost				0.00%
Grants and Transfers to Other Agencies				0.00%
Flow Through Funds to LEAs				0.00%
Total	\$ 7,410,734	\$ 6,700,000	\$ 238	0.00%

USBE INFORMATION TECHNOLOGY

Our mission is to develop and provide cost-effective, broadly based, highly functional information technology services for Utah's public school districts and charter schools and the Utah State Board of Education (USBE). These include:

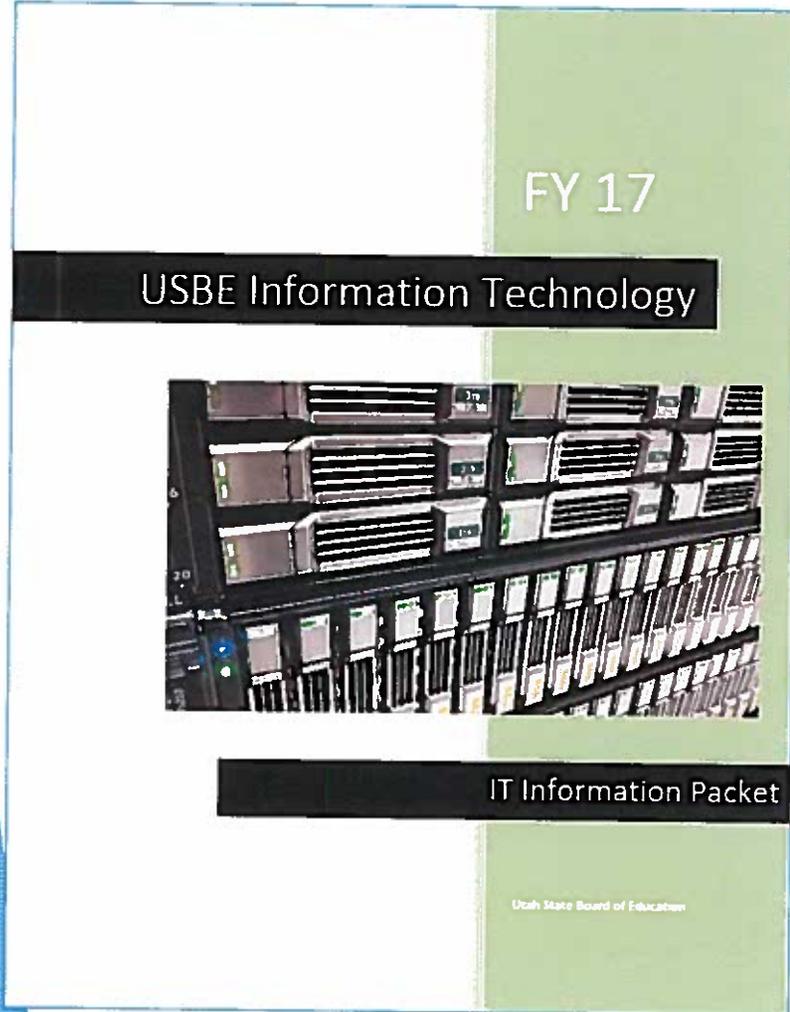
- Assuring equity among users.
- Implementing cost-effective practices.
- Minimizing duplicative hardware, software, and development.
- Promoting cooperative development and resource sharing in accord with the strategic plan.



IT Year in Review

- ▶ Sept 2015 - IT Director, Jerry Winkler resigns
- ▶ Sept 2015 - Brent Page appointed Interim IT Director
- ▶ Dec 2016 - Brent Page hired as IT Director
- ▶ Jan/Feb. 2016 - Shuffle in IT Management as Sean Loth is hired to fill Brent's old position and Tugs Parra is hired to fill Sean Loth's old position
- ▶ Feb 2016 - Change in administrative leadership over IT, IT now reports to Deputy Superintendent Scott Jones.
- ▶ Mar 2016 - Began process to collapse two support positions together to create a position and funding for the Agency Information Security Manager position. This position was a recommendation from the 2014 UEN security audit.
- ▶ May 2016 - IT required to RIF two developer positions from the ICP related to issues associated with FY14.
- ▶ June 2016 - Hired Jared Hill to fill the Agency Information Security Manager position.

Systems, Applications, Services



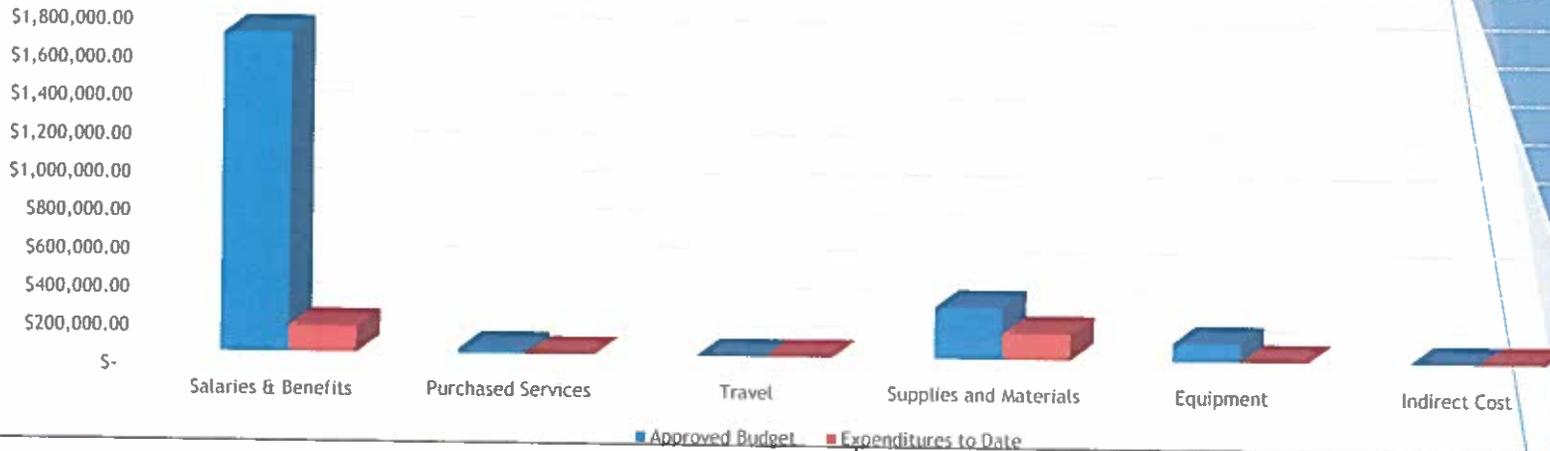
Information on all systems, applications and services performed by the USBE IT staff can be found in the USBE Information Technology, IT Information Packet. This packet is located on [SharePoint](#) and can also be emailed upon request.

Information Technology Budget

IT and Studio Funding Sources	Approved Budget 17	FY
Indirect Cost Pool (0102 T877)	\$ 2,054,673.10	
Studio State Funding (0443 T017 project 10)	\$ 8,099.00	
IT State Funding (0443 T017 project 11)	\$ 3,412,620.44	
Risk Mitigation Funding (0443 T017 project 12)	\$ 254,700.94	
IT State Funding SB59 (0443 T017 project 15)	\$ 43,659.80	
Studio Mineral Lease Funding (0443 T047 project 10)	\$ 166,927.75	
IT State Funding Mineral Lease (0443 T047 project 11)	\$ 280,993.65	
State Assessment Federal Funds (0443 T767 project 11)	\$ 591,000.00	
State Assessment Federal Funds (0443 T766 project 11)	\$	
	\$ 6,812,674.68	

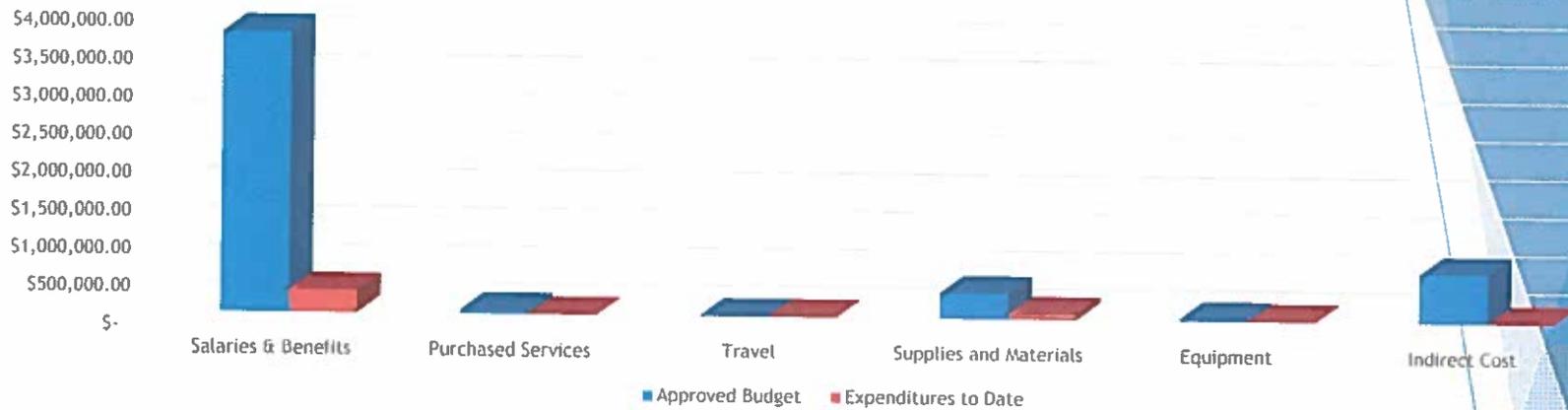
The IT Total budget could change when potential carry forward amounts are determined.

FY 17 IT Budget 0102



IT Budget 0102			
Areas of Expenditures	Approved Budget	Expenditures to Date	Percentage
Salaries & Benefits	\$ 1,669,670.92	\$ 134,170.81	8.04%
Purchased Services	\$ 24,133.89	\$ 607.17	2.52%
Travel	\$ 250.00	\$ -	0.00%
Supplies and Materials	\$ 267,768.29	\$ 134,593.69	50.26%
Equipment	\$ 92,850.00	\$ -	0.00%
Indirect Cost	\$ -	\$ -	#DIV/0!
Totals	\$ 2,054,673.10	\$ 269,371.67	13.11%

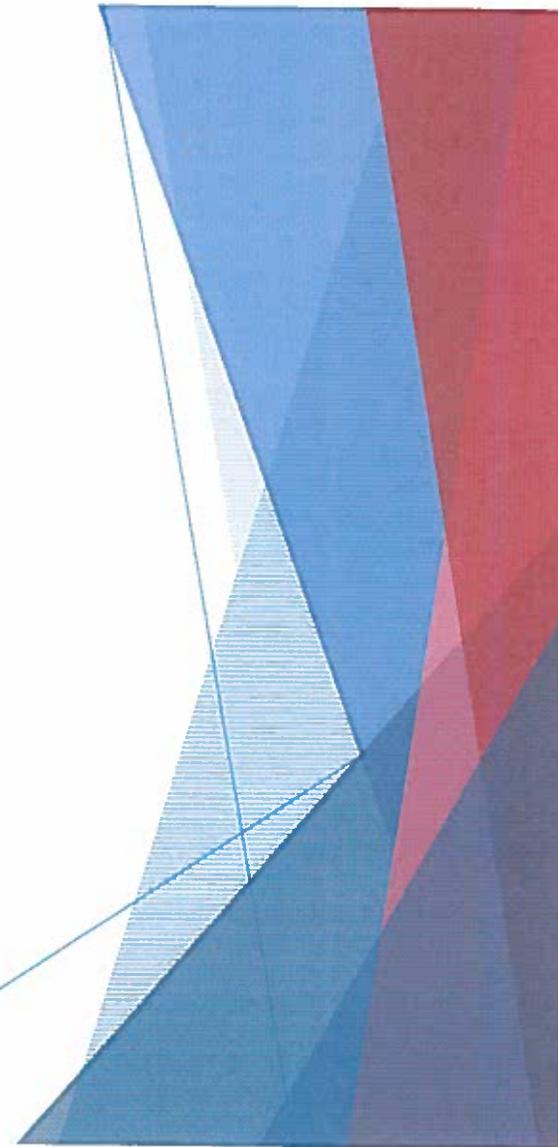
FY 17 IT Budget 0443



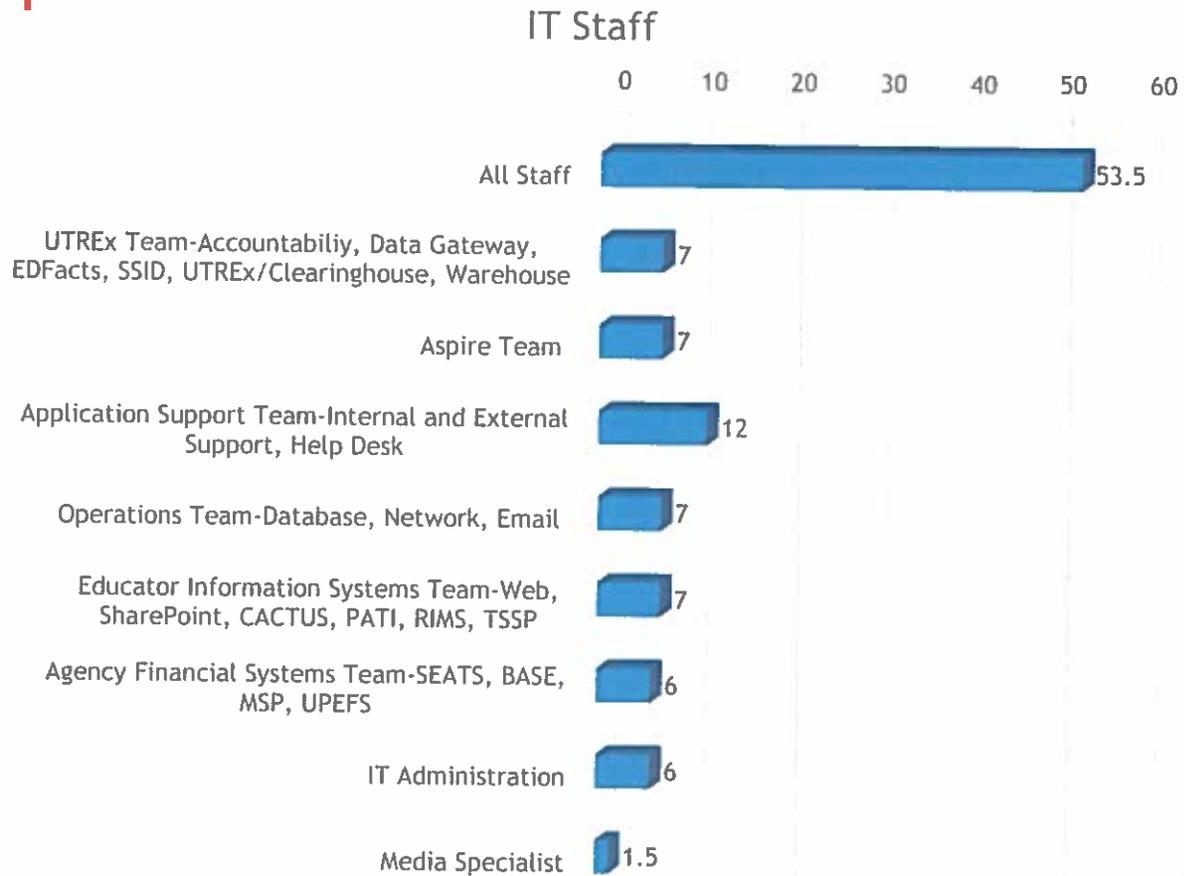
IT Budget 0443			
Areas of Expenditures	Approved Budget	Expenditures to Date	Percentage
Salaries & Benefits	\$ 3,697,286.49	\$ 296,882.01	8.03%
Purchased Services	\$ 47,858.00	\$ 1,097.28	2.29%
Travel	\$ 4,105.00	\$ 1,874.84	45.67%
Supplies and Materials	\$ 337,233.72	\$ 122,826.33	36.42%
Equipment	\$ 24,605.00	\$ 17.41	0.07%
Indirect Cost	\$ 646,913.37	\$ -	0.00%
Totals	\$ 4,758,001.58	\$ 422,697.87	8.88%

Additional Items/Costs not in IT Budget

- ▶ USBE Web merger and OCR Compliance - \$200,000
- ▶ Cloud Service - cost range \$258,674 - \$2,470,801.63
 - ▶ Cloud Service cost for IT has calculated a server upgrade cost by taking the full cost and pro-rating it over the three years
- ▶ Microsoft 365 - up to an additional \$20,000
- ▶ Google - \$82 per mailbox per year (approx. \$33,000 per year)
- ▶ OCR Compliance Costs; Close Captioning, Transcriptions, etc. - costs vary



IT STAFF*



*As of June 2016 with one vacant position. Vacant position was filled September 2016.

Overtime Comparison - Fiscal Years 12, 13, 14, 15, 16

	2012	2013	2014	2015	2016
July	143.25	169.13	419.64	478.39	283.52
Aug	223.50	296.77	778.89	319.77	361.90
Sept	67.63	250.53	481.77	315.25	333.15
Oct	130.77	417.01	384.77	357.75	497.28
Nov	91.00	323.81	571.78	399.25	255.13
Dec	27.76	172.50	329.78	336.75	107.13
Jan	41.00	247.25	515.13	379.25	31.50
Feb	57.01	265.75	505.01	299.64	133.53
Mar	91.25	444.25	425.65	210.82	511.77
Apr	165.76	311.64	536.92	166.50	167.26
May	112.76	422.51	528.66	307.26	349.15
June	140.51	725.39	632.27	555.71	217.14
	1,292.20	4,046.54	6,110.27	4,126.34	3,248.46

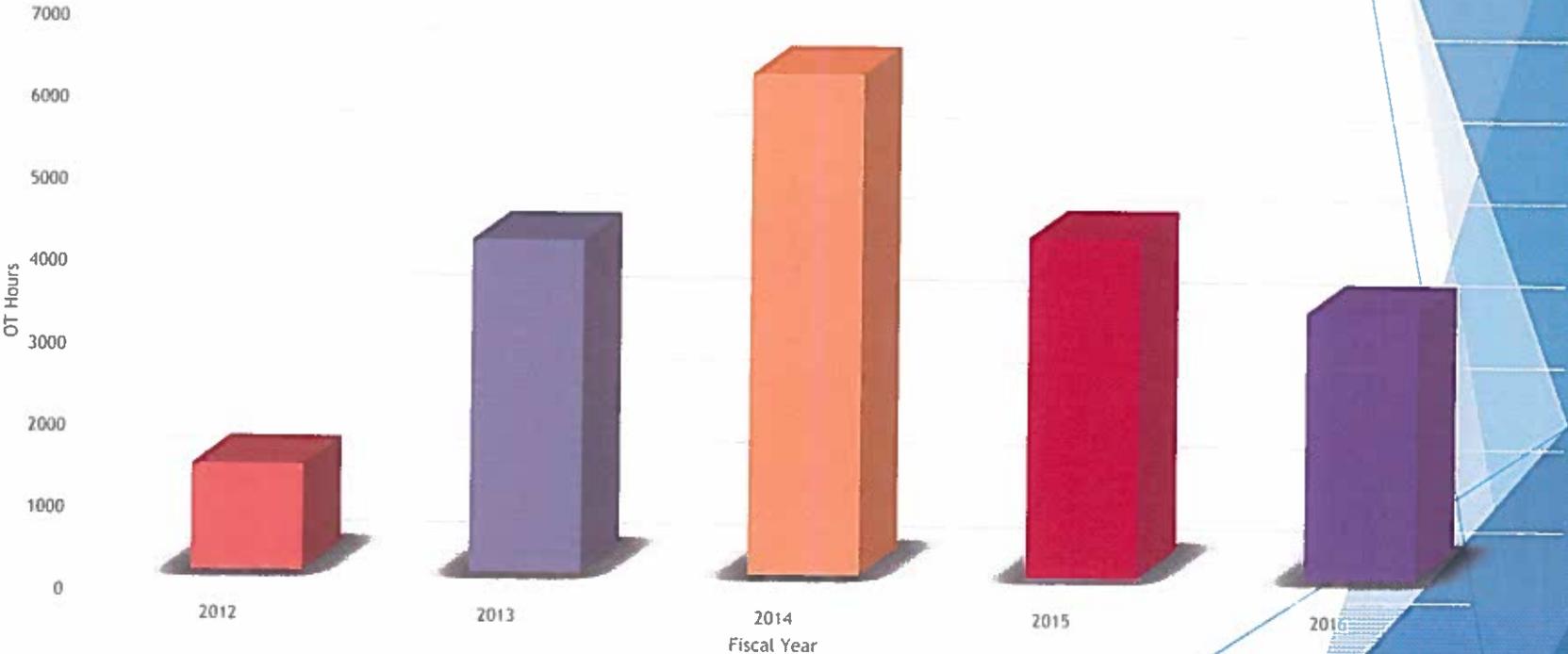
Overtime has increased over the years due to new applications and projects being added to the IT workload and the high turnover rate experienced between FY13 and 14.

IT Personnel lost:

- 156 comp hours in calendar year 2012
- 241 comp hours in calendar year 2013
- 120 comp hours in calendar year 2014
- 15.5 comp hours in calendar year 2015

Overtime Comparison - Fiscal Years 12, 13, 14, 15, 16

IT Overtime Hours by Fiscal Year



IT Overtime Hours Yearly by Project

