

UTAH SCHOOLS FOR THE DEAF AND THE BLIND

Advisory Council Agenda

August 25, 2022

Openshaw Education Center

GENERAL SESSION AGENDA

(Tab 1)

4:30 p.m.

1. Welcome


4:30 – 4:45 p.m.

2. Public Comments

ACTION ITEMS

4:45 – 4:50 p.m.

3. CONSENT CALENDAR APPROVAL ACTION ON:

A.  Tab 2 AC Summary 062322


(Tab 2)

contact Tamara Flint (801) 629-4712
or tamaraf@usdb.org for more information.

B.  Tab 3 AC Vacancy Report as of August 19, 2022.pdf

(Tab 3)

contact Carl Empey (801) 629-4723
or carle@usdb.org for more
information.

C.  Tab 4 AC Don Funds as of June 30, 2022.pdf

(Tab 4)

contact Carl Empey (801) 629-4723
or carle@usdb.org for more information.

It is recommended that the Advisory Council review and approve the Advisory Council minutes of June 23, 2022, the Vacancy Report as of August 19, 2022, and the Donated Accounts Summary as of June 30, 2022.

INFORMATION ITEMS

5:00 – 5:20 p.m.

4. [Seventy 48 Race Presentation](#)

(Tab 5)
Ryan Greene


5:20 – 5:35 p.m.

5.  **What's new for 2022 and VIBATT**

(Tab 6)

Quintin Williams

5:35 – 5:45 p.m.

6.  **8.22 Library Collection Development Policy - DRAFT**

(Tab 7)

Joel Coleman
Wayne Todd


5:45 – 6:00 p.m.

7.  **Tab 8 FY22 Year End Financial Report (Period 13).pdf**

(Tab 8)

Carl Empey


6:00 – 6:15 p.m.

8.  **Tab 9 FY23 Monthly Budget Update as of July 31, 2022.pdf**

Tab 9)

Carl Empey

6:15 - 6:25

9.  **FY23 Carry Forward Projects (FY22 Funds)**

(Tab 10)

Joel Coleman

6:25 - 6:40 p.m.

10. Superintendent Report

6:40 - 6:45 p.m.

11. Future Agenda Items
- USDB 2021-22 Annual Report

6:45 - 6:50 p.m.

12. Other

Public Comment

Individuals are welcome to address the Advisory Council. Please contact Tamara Flint ([\(801\) 629-4712](tel:8016294712) or tamaraf@usdb.org) with 24 hours advance notice with your name and the group you represent and a link will be shared with you. Each person will be limited to three minutes. Total time allotted for public comments will be a total of 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 Philippe Montalette at ([\(801\) 674-2445](tel:8016742445) / pmontalette1@gmail.com), Superintendent Joel Coleman at ([\(801\) 629-4712](tel:8016294712) / joelc@usdb.org), or Tamara Flint at ([\(801\) 629-4712](tel:8016294712) / tamaraf@usdb.org). Please do so by the Friday of the week 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](tel:8016294712) 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

June 23, 2022

Openshaw Education Center

4:30 p.m. - General Session

Attending:

Jared Allebest, Voting Member
John Clements, Voting Member
Hillary Fisher, Voting Member
Katie Groves, Voting Member
Aunilie Hathaway, Voting Member
Jennifer Hayes, Voting Member
Sterling Hilton, Voting Member (Via Zoom)
Sundie Marx, Non-Voting Member (Via Zoom)
Philippe Montalette (Chair), Voting Member
Jill Weiss, Non-Voting Member (Via Zoom)
Ray Wright (Vice-Chair) Voting Member

Also Attending:

Joel Coleman, Superintendent
Carl Empey, Finance Director
Tamara Flint, Executive Assistant
Susan Patten, USB Associate Superintendent (Via Zoom)
Michelle Tanner, USD Associate Superintendent (Via Zoom)

Interpreters:

Andrea Rathbun, Interpreter
Nather Switter, Interpreter

Others:

Sarah Erb, Parent of a blind child (Via Zoom)

1. Welcome and Pledge of Allegiance

Mr. Montalette welcomed Council members and guests in attendance to the June 23, 2022 Advisory Council meeting held at the Openshaw Education Center. He reminded Council members that there will not be a meeting in July. Our next Advisory Council meeting will be August 25, 2022. Mr. Allebest led the Council in the Pledge of Allegiance.

2. Public Comments

Sarah Erb - Ms. Erb is a parent of a blind child. She is joining us via Zoom from DSBVI and the Utah State Library. They are on day three of a training sponsored by USDB to teach people how to clean and repair brailers. They had 21 brailers come in just today that need to be cleaned and repaired. They had a total of fifteen individuals that took advantage of this opportunity. They hope to be able to clean and repair approximately 140 brailers. Ms. Erb wanted to thank USDB for the \$5,000 sponsorship and the collaboration that allowed them to do this. Mr. Montalette thanked Ms. Erb for joining our meeting to share this positive story and experience.

ACTION ITEMS

3. Consent Calendar

Mr. Montalette asked Council members if they had any questions or concerns with the June 23, 2022 consent calendar. There were no questions or concerns from Council members. Mr. Wright moved to accept the Advisory Council minutes for May 26, 2022, the Vacancy Report as of June 21, 2022 and the FY22 Donated Accounts Summary for May 31, 2022. Mr. Allebest seconded the motion. All Council members were in favor. Motion carried.

INFORMATION ITEMS

4. FY22 Budget Update as of May 31, 2022

Mr. Empey notified the Council that year to date expenditures for FY2022 are \$41,999,541 as of May 31, 2022. All areas covered in the Financial Report are operationally capable, with a remaining budget balance of \$7,396,165. Total number of students served as of May 31, 2022 was 2,681. Carl noted that we have period 13 to finish paying payables for FY22. Mr. Empey asked the Council if there were any questions or concerns regarding the Financial Report.

Mr. Empey reviewed the status of Enrichment Funds as of May 31, 2022. USDB has spent approximately \$1,031,758 of its annual \$1,446,000 FY22 Enrichment Funds budget. Balance of 294,242. All remaining Enrichment Funds will be forwarded to the next fiscal year. Mr. Empey asked the Council if there were any additional questions or concerns regarding the Enrichment Funds. There were no questions or concerns regarding the Enrichment Funds expenditures from Council members.

Mr. Empey provided an update on USDB Donated funds. The balance as of May 31, 2022 was \$289,463.52. Mr. Empey asked the Council if there were any questions or concerns regarding the Donated funds. There were no questions or concerns regarding the USDB Donated Funds from Council members.

Mr. Empey reviewed the status of the Education Foundation as of May 31, 2022. The balance was \$1,305,550.36. Mr. Empey asked the Council if there were any questions or concerns regarding the Education Foundation funds. There were no questions or concerns regarding the USDB Education Foundation from Council members.

Mr. Montalette asked what happens with balances at the end of the fiscal year. Do we have a certain percentage that we can rollover? Mr. Empey noted that we can keep up to 5% of our operational budget that we can use towards our carry forward projects. Our Donated Funds account and Enrichment account are both non-lapsing funds that roll over from year to year.

Mr. Montalette asked what happens to the money above and beyond the 5% from our operational budget. Mr. Empey noted that we would have to give any money over 5% back to the state. Mr. Montalette wondered what the state does with the money that is returned to them. Mr. Empey noted that the money then goes into the general fund and the rainy day fund and the legislature decides how to spend the money.

5. Advisory Council Appointments

Mr. Montalette informed Council members of the new Advisory Council appointments by the State Board of Education for the USDB Advisory Council that include:

Philippe Montalette - Person who is Deaf or Hard-of-Hearing July '22-June '24
David Allred - Individual with interest or knowledge July '22 - June '24

Ryan Hemming - Individual with interest or knowledge July '22 - June '24

Kari Harbath - Parent of a deafblind child July '22 - June '24

Sundie Marx - Teacher of the Blind/Visually impaired July '22 - June '24

Mr. Montalette and the entire Council thanked Sterling Hilton and Karen Harrop for their six years of service on the USDB Advisory Council and appreciate their input and support over the years. We wish them the best in their future endeavors.

8. Superintendent Report -

JMS Campus - It is currently closed down as they are repairing old pipes in the building. Employees are working remotely until they are finished.

Millcreek portable - It is finally finished. We are waiting for the fire system to be finalized.

St. George portable - It is ready other than moving some in. We are looking forward to welcoming students in August.

St. George building - Washington County has donated a building to USDB that is located near the Tabernacle on St. George Blvd. which will allow for future growth in the area. Although it is going to need renovations, it will cost much less than a new building would. We will be working with DFCM to complete the renovations and do not have a specific timeline for completion at this point. We are excited about this project.

New SLC building - We are working with DFCM to get final approval to move forward with our new SLC campus at the next Executive Appropriations meeting.

Seventy48 - Although they had many challenges, our kids finished the race. The last 20 miles were extremely challenging. Ms. Patten shared how proud she was and how well the students worked together. They were so emotional when they came in to the finish line. The kids did not know each other from all over the state, but quickly got to know each other and learned how to work together.

USDB 2021-22 Annual Report - We are in the process of collecting data and testing scores for our annual report. We will present our annual report during our September 22, 2022 Advisory Council meeting.

9. Future Agenda Items

Assistive technology - Digital Apex - August
Seventy-48 - August

Please email any future agenda items to Philippe Montalette or Tamara Flint.

10. Other

The June 23, 2022 Advisory Council meeting ended around 6:00 p.m.

USDB Vacancy Report as of August 19, 2022

Org	Job Title	DPR	Schedule	Salary Range	F/P	State/ Enrichment Funds
5210	Teacher Aide	3 vacancies	AE	\$9.10 - \$18.00	P	S
5220	Outreach Educator for the Blind/VI	40050500	AH	\$7.25 - \$99.99	F	S
	Driver	10015821	AE	\$13.66 - \$ 19.79	P	S
5310	Teacher Aide	2 vacancies	AE	\$9.10 - \$18.00	P	S
	Educator for the Deaf/HH	40050329	AH	\$7.25 - \$99.99	F	S
5320	Teacher Aide	40050398	AE	\$9.10 - \$18.00	P	S
5330	Teacher Aide	40050085	AE	\$9.10 - \$18.00	P	S
	Outreach Educator for the Deaf/HH	40050231	AH	\$7.25 - \$99.99	F	S
5340	Teacher Aide	6 vacancies	AE	\$9.10 - \$18.00	P	S
	ASL Specialist	40050115	AH	\$7.25 - \$99.99	F	S
5400	Intervener	13 vacancies	AE	\$12.93 - \$20.50	P	S
	Substitute Intervener	18 vacancies	AE	\$12.93 - \$20.50	P	S
5600	Teacher Aide	40050426	AE	\$9.10 - \$18.00	P	S
6110	Audiologist	40050144	AH	\$7.25 - \$99.99	F	S
6120	School Nurse	10016777	AH	\$7.25 - \$99.99	F	S
6220	DIA II	40050146	AE	\$11.89 - \$18.85	P	S
	DIA III	40050435	AE	\$13.25 - \$21.00	F	S
6290	Educational Interpreter	40050637	AH	\$7.25 - \$99.99	F	S
	Substitute Educational Interpreters	13 vacancies	AH	\$7.25 - \$99.99	P	S
6360	Library Technician II	40050372	AE	\$15.18 - \$25.40	F	S
6410	Deaf Mentor	40050315	AE	\$11.89 - \$20.26	P	E
6430	Job Coach	10014759	AE	\$15.60 - \$26.10	F	S
6610	Substitute Bus Driver	40050473	AE	\$18.54 - \$28.84	P	S
6730	Custodian	40050325	AE	\$8.97 - \$13.48	P	S
	Groundskeeper	40050430	AE	\$10.66 - \$16.48	P	S
	General Maintenance Worker	2 vacancies	AE	\$11.49 - \$17.26	F	S

USDB DONATED FUNDS OVERALL SUMMARY

June 30, 2022

5210	BLIND CAMPUS SERVICES	RYAN GREENE		
DF12	BLIND CLASSROOMS		\$	855.43
DF13	BLIND STEP PROGRAM		\$	833.75
DF17	MEMORY BOX		\$	2,413.95
5220	BLIND OUTREACH	BRANDON WATTS		
DF18	VISION CONSULTANTS		\$	-
5310	KBS	MARTIN PRICE		
DF30	KBS DISCRETIONARY		\$	6,849.25
DF35	DEAF RESIDENTIAL ACTIVITIES		\$	3,828.03
5320	ASL	JENNIFER SALAZAR		
DF43	DEAF CENTRAL DISCRETIONARY		\$	445.12
5330	DEAF SOUTH	DEANNA GLASSER		
DF46	DEAF SOUTH DISCRETIONARY		\$	6,819.03
DF49	A. BREINHOLT DISCRETIONARY FUND		\$	7,645.46
5340	JMS	RACHEL BENEDICT		
DF48	JMS DISCRETIONARY FUND		\$	29,020.96
DF53	JMS STUDENT BODY GOVERNMENT		\$	3,335.80
DF54	JMS GRANT SOCIAL SKILLS		\$	1,041.97
5400	DUAL SENSORY	ERIN FARRER		
DF19	DEAF/BLIND DISCRETIONARY FUND		\$	2,376.70
DF21	DEAFBLIND ACTIVITIES		\$	21,907.14
5500	PIP-BLIND	KAREN BORG		
DF22	PIP BLIND FAMILY CAMP		\$	7,762.40
5510	PIP-DEAF	STEPHANIE MORGAN		
DF56	PIP DEAF FAMILY CAMP		\$	20,295.96
6400	USDB DONATED FUNDS	JOEL COLEMAN		
DF01	USDB BLACK FOUNDATION		\$	9,090.00
DF02	ADVISORY COUNCIL FUNDS		\$	6,208.31
DF03	RURAL PROGRAMS		\$	3,000.00
DF04	SUPERINTENDENT DISCRETIONARY FUND		\$	44,590.15
6430	USD ADMINISTRATION	MICHELLE TANNER		
DF21	USD ACTIVITIES DONATED ACCOUNT		\$	22,703.66
DF23	USD DISCRETIONARY FUND		\$	8,952.93
DF25	DEAF ATHLETICS		\$	-
DF29	DEAF SCIENCE		\$	4,133.30
DF57	LOANER HEARING AID BANK		\$	1,887.80
DF69	DEAF STUDY ABROAD		\$	655.49
DF71	CONFERENCES		\$	23,507.16
6440	USB ADMINISTRATION	SUSAN PATTEN		
DF08	USB DISCRETIONARY FUND		\$	9,562.65
DF09	BLIND OLYMPICS		\$	8,421.83
DF10	PLAYGROUND EQUIPMENT FOR THE BLIND		\$	1,800.51
DF11	SPACE CAMP FOR THE BLIND		\$	7,816.80

DF58	PRESCRIPTION GLASSES/LOW VISION AIDS		\$	7,047.16
DF61	STUDENT BRAILLE MATERIALS		\$	-
DF63	DEVICES FOR THE BLIND/SLC		\$	-
DF64	DEVICES FOR THE BLIND		\$	-
DF72	BLIND STUDY ABROAD		\$	3,374.00
6135	PHYSICAL THERAPY	CANDACE GEORGE		
DF16	ORIENTATION & MOBILITY		\$	-
6115	SPEECH THERAPY	CANDACE GEORGE		
DF60	SPEECH/ LANGUAGE		\$	-
6630	COMMUNICATIONS	SUSAN THOMAS		
DF07	GENERAL MEMORIAL FUNDS		\$	1,202.97
DF59	EMERGENCY KITS		\$	47.68
6900	INFORMATION TECHNOLOGY	JARED FELT		
DF66	TECHNOLOGY LENDING		\$	3,413.04
			Sum of Donated Funds	\$ 282,846.39

Video of the 2022 Seventy 48 will be shared including audio description.

What's new for 2022 and VIBATT

First we would like to welcome you back to another fun and exciting year. We are extremely excited to have you all here with us and We invite you to stop by and check out the new area!

We have spent this summer:

1. Testing new technology,
2. Working with vendors to secure the best technology for our students,
3. Adding new technology to our inventory, we added the Braille Sense 6, Braille sense 6 Mini and the Brailliant BI-X just to name a few. If you would like to request any of these items you can follow this [link](#). To browse all of our inventory, follow this [link](#) and search the catalog.
4. Repairing technology,
5. Removing old technology out of our inventory,
6. Moving our office to a new a new room for parents, teachers and student to come visit and test technology,
7. Revamping our cohorts for a more seamless flow, this cohort is for our TVIs and students,
8. Adding three new people to the VIBATT team, Carol Green, Matthew Norman and Dr. Judkins (we're extremely excited to have them join the team).

Quintin and I are always looking for the latest and greatest technology for our students, it is our responsibility to ensure the technology we bring in is running the latest Operating system(s), hardware, software and is updateable for the newest security updates. That way it is able to keep up with the ever changing technology world we live in, that the tech we bring in matches the need of our students. But, most of all, that our students are able to have access to that world without latency (Nobody likes lag).



Educational Resource Center Collection Development and Materials Review Policy
DRAFT

Reviewed/Revised: December 2020, August 2022
Effective Date: August 1, 2022
Authorized By: Utah State Board of Education

1. **Purpose and Background**

- 1.1. Board Rule [R277-628](#) requires each LEA to “establish a policy and accompanying procedures for the selection and reconsideration of library materials selected for a school's library that is consistent with current state and federal law.”
- 1.2. The Utah Schools for the Deaf and the Blind (USDB) values library collections and staff members who select, maintain and preserve rich repositories of relevant, age-appropriate, and varied educational resources for students.
- 1.3. This policy provides a systematic process for identifying and developing library materials to be included or disqualified from use in the USDB Educational Resource Center (ERC), based on the requirements of U.C.A. [Section 53G-10-103](#), *Sensitive Instructional Materials*, [Board Rule R277-217](#), *Educator Standards and LEA Reporting*, other applicable state and federal laws, or based on age-appropriate content.
- 1.4. This policy also provides a timeframe and a materials review rubric for reviewing all school library materials (physical and digital) to ensure compliance with Utah law.
- 1.5. The scope of this policy includes the selection, allocation, removal, and replacement of print, braille, audiovisual, digital, and teaching aid library materials.
- 1.6. This policy does not govern the management of assistive technology, textbooks, brailers, or technology purchased with APH Quota Funds, which require separate collection development considerations.
- 1.7. USDB employees must adhere to this policy and are subject to the [USDB Employee Code of Conduct](#) for any violation.

2. Definitions

- 2.1. "Age Appropriate" means materials designated for use within the age range or developmental level of a student.
- 2.2. "Board" means the Utah State Board of Education, which is the governing board of USDB.
- 2.3. "Educational Resource Center (ERC)" means the division of USDB that provides information, technology, and instructional materials, including a library collection, for Utah children with sensory loss. The ERC provides state-wide library services for students who are not currently enrolled in a USDB educational program, but who are eligible to receive USDB services. The ERC also facilitates access to materials, information, and training for teachers and parents of children with sensory loss.
- 2.4. "Parent" means the parent or legal guardian of a student served by USDB.
- 2.5. "Sensitive Materials" means the same that is defined in UCA [Section 53G-10-103](#)

3. Selection of Library Materials

- 3.1. USDB shall appoint a library coordinator who will do the following:
 - 3.1.1. Initially select all library materials, including gifts and donations
 - 3.1.2. Seek recommendations and work collaboratively with parents and others in the school community during the selection process
 - 3.1.3. Create a collection that reflects a diversity of ideas
 - 3.1.4. Create a collection that complies with the requirements of law
- 3.2. Electronic databases and other web-based searches and content shall be filtered through the USDB state-required internet filter.
- 3.3. Gifts and donations will be reviewed and accepted or rejected following approved selection criteria
- 3.4. The responsibility for final material selection rests with designated USDB personnel under the direction of the administration using the following criteria:
 - 3.4.1. Overall purpose and educational significance
 - 3.4.2. Legality
 - 3.4.3. Age and developmental appropriateness
 - 3.4.4. Timeliness and/or permanence
 - 3.4.5. Readability and accessibility for the intended audience
 - 3.4.6. Artistic quality and literary style
 - 3.4.7. Reputation and significance of author, producer, and/or publisher
 - 3.4.8. Variety of formats with efforts to incorporate emerging technologies
 - 3.4.9. Quality and value commensurate with cost and/or need

- 3.5. A record of reviewed items shall be maintained by USDB and shall include:
 - 3.5.1. Title and author of the material
 - 3.5.2. Available formats of the material
 - 3.5.3. Intended use of the material
 - 3.5.4. Date the material was reviewed
 - 3.5.5. Name and title of the employee who reviewed the material

4. Library Gifts

- 4.1. Gifts of suitable books and other library materials are welcome. To be added to the collection, they need to meet the same criteria as purchased materials.
- 4.2. Gifts of books or materials must be able to be integrated into the general collection and will not require any special housing or extra care.
- 4.3. The library reserves the right to refuse any unsuitable materials.
- 4.4. Once an item is received, it becomes the property of the school.
- 4.5. Duplicates, dated, or unsuitable materials may be made available to USDB staff. Items not selected by staff will be discarded.
- 4.6. Gifts of cash donations are welcome and encouraged. They will be handled by the USDB business office. The funds will be used to purchase books, materials, and other items deemed necessary by the selector[s].
- 4.7. A receipt of goods will be given upon request. However, no appraisal or estimate of donated worth on books or other materials will be provided by ERC staff.

5. Allocation of Library Materials

- 5.1. The ERC provides access to a variety of formats such as braille, print, large print, and audiovisual. Each format will be selected and purchased to a degree which reflects equitable access and demand.
- 5.2. USDB has an ERC location on each of the on-site campuses: Ogden, Salt Lake, and Springville.
- 5.3. Library materials will be distributed among the three locations with consideration for space limitations.
- 5.4. All library materials can be transferred from one ERC location to another to fulfill requests. As such, the ERC collections of the three locations should be considered as a whole, as one overarching collection.

6. Deselection and Discards

- 6.1. In an effort to keep the ERC current, clean, well organized, and easily accessible, it is vital to have a deselection (weeding) and discard policy.

- 6.2. Discarded books will be offered to USDB staff and students, then discarded.
- 6.3. Weeding will occur on a continual basis, as materials are returned or found in poor repair.
- 6.4. A formal weeding process will be completed prior to the annual inventory.
- 6.5. Items will be pulled for deselection if they meet the following criteria:
 - 6.5.1.1. Any item that is torn, worn-out, missing pages, soiled cover or pages, will be removed from the collection. An item that still has educational value will be replaced, if possible.
 - 6.5.1.2. Duplicate copies that are not needed due to circulation or classroom needs.
 - 6.5.1.3. Old editions that have been superseded with newer or revised editions will be replaced unless some overriding reason exists to keep the outdated edition.
 - 6.5.1.4. Materials that are out of date or contain misinformation. Materials that contain sexual, racial, or cultural stereotyping fall into this category as well.
 - 6.5.1.5. Circulating materials that have not circulated in the past five years, unless it is a standard work, a classic, or on a subject on which the library has little available.
 - 6.5.1.6. Materials related to subject matter that is no longer a part of the curriculum or of interest to users.
 - 6.5.1.7. Books that are not on an appropriate level for students.
- 6.6. Items that fit the following criteria will not be deselected unless they are too badly worn to be usable, and then every effort will be made to replace the item.
 - 6.6.1.1. Items on Utah and local history.
 - 6.6.1.2. Out of print titles with current education value.
 - 6.6.1.3. Materials are listed in standard bibliographies as “core,” unless they are being replaced with new editions.
 - 6.6.1.4. Book with unusual illustrations or illustrations done by a well-known artist.
 - 6.6.1.5. Work done by a local author, illustrator, or editor.
 - 6.6.1.6. Work that describes local history or personalities.

7. Library Materials Review Process

- 7.1. Despite the careful attention taken in selecting materials for the ERC, occasionally a user of the library will challenge the inclusion of a particular item in the collection. The review of materials questioned by the user will be treated as objectively and routinely as possible.

- 7.2. Upon receipt of a request to reconsider the inclusion of an item in the library collection, the library program coordinator will offer to meet informally with the individual seeking reconsideration to discuss the issue and seek a resolution. The director of the respective USDB education program will also be invited to the meeting.
- 7.3. If the issue is not resolved, USDB will provide the individual with the form for the "Request for Reconsideration of Library Materials," which provides an accessible and transparent process for a formal library materials review request. (See Appendix A)
- 7.4. A formal library materials review may only be requested by:
 - 7.4.1. a parent of a student with a sensory disability;
 - 7.4.2. a student with a sensory disability; or
 - 7.4.3. a USDB employee.
- 7.5. USDB may limit the number of review requests by an individual if they become unduly burdensome.
- 7.6. A library materials review may be based upon a concern that the material is "sensitive material" as defined in [Section 53G-10-103](#), or upon concerns that the content is not age-appropriate.
- 7.7. The identity of an individual who requests a review will be protected and kept confidential from those outside of the review process to the extent allowed by law.
- 7.8. An individual who requests a review is required to provide all the information requested on the form, including a description of the complaint or objection to the library material.
- 7.9. USDB may restrict access to library material that is subject to a review until the review process is completed, consistent with the following guidelines:
 - 7.9.1. The material may be maintained behind the circulation desk
 - 7.9.2. Parent permission may be required to access the material
 - 7.9.3. An access code may be required for digital materials
 - 7.9.4. A list of restricted materials shall be made available to the public.
 - 7.9.5. The access restrictions for an item under review will be consistent at all ERC locations until there is a final determination.
- 7.10. Upon receipt of a completed request for review form, the library coordinator will acknowledge the receipt of the request, create a case number for the review, and convene a review committee within a reasonable time according to the following procedure:
 - 7.10.1. The review committee shall include an odd number of individuals, including the following:
 - 7.10.1.1. a facilitator chosen by the USDB administration

- 7.10.1.2. at least one administrator or designee
 - 7.10.1.3. a licensed teacher at USDB who is currently teaching English language arts or a subject relevant to the challenged material
 - 7.10.1.4. the USDB library coordinator or another licensed teacher-librarian
 - 7.10.1.5. parents of current USDB students that number at least one more than the USDB employees on the committee, including parents reflective of the school community as required in Subsection [53G-10-103\(3\)](#).
- 7.11. The review committee will determine the amount of time needed for an adequate review of an item to ensure a thorough and thoughtful decision. 30 school days is preferable, but the process should extend no longer than 60 school days maximum.
- 7.12. The committee facilitator shall notify the individual who requested the review of the determined timeline.
- 7.13. The review committee may request that the Advisory Council determine the maximum amount of time allowed for review and determination.
- 7.14. Members of the review committee will receive the following information:
- 7.14.1. a copy of the materials review request form
 - 7.14.2. a copy of this policy
 - 7.14.3. access to the complete material that includes the item being challenged
 - 7.14.4. relevant information about the title compiled and shared by the ERC staff, including reasons for initial approval of the material
 - 7.14.5. recordings of public comments regarding the material
- 7.15. Prior to a decision of the review committee, USDB shall provide an opportunity for public comment regarding the material at a meeting of the USDB Advisory Council
- 7.16. USDB will provide notice to parents about the opportunity to provide public comment and shall include the name of the material that is the subject of the materials review at least 48 hours prior to the scheduled meeting for public comment.
- 7.17. USDB shall record all public comments, shall include written comments in the minutes of the meeting, and shall make those comments available to the review committee within 48 hours after the public comment meeting.
- 7.18. The review committee will schedule meetings as determined by the review committee and shall maintain the minutes of each meeting.
- 7.19. The minutes from each meeting will be retained by USDB along with all relevant documentation and a record of the final determination.

- 7.20. The review committee will determine whether the material constitutes “sensitive material” consistent with [Section 53G-10-103](#), this policy, and the [official memorandum](#) provided by the Office of the Utah Attorney General dated June 1, 2022.
- 7.21. In deciding whether the material constitutes “sensitive material”, the review committee must:
 - 7.21.1. consider all elements of the definitions of pornographic or indecent materials as defined in Utah Code Sections 76-10-1235, 76-10-1201, 76-10-1203, and 76-10-1227; and
 - 7.21.2. whether the material is age appropriate due to vulgarity or violence.
- 7.22. In deciding whether the material is age appropriate due to vulgarity, violence, or content, the review committee must:
 - 7.22.1. consider the material taken as a whole, and
 - 7.22.2. consider whether it has serious literary, artistic, political, or scientific value for minors, which may include the following objective criteria:
 - 7.22.2.1. reliable, expert reviews of the material or other objective sources;
 - 7.22.2.2. committee members’ experience and background; and
 - 7.22.2.3. community standards.
- 7.23. In deciding whether the material taken as a whole has serious literary, artistic political, or scientific value, the review committee should consider the following:
 - 7.23.1. serious value does not mean any value; and
 - 7.23.2. greater protections should exist concerning content for a library in an elementary or middle school setting.
- 7.24. The review committee will make a final determination of the reviewed material as follows:
 - 7.24.1. Retained: the determination to maintain access in a school setting to the challenged material for all students.
 - 7.24.2. Restricted: the determination to restrict access in a school setting to the challenged material for certain students as determined by the review committee.
 - 7.24.3. Removed: the determination to prohibit access in a school setting to the challenged material for all students.
- 7.25. The decision of the review committee will be determined by a majority vote.
- 7.26. USDB may limit the review of an item for three school years following the determination of the review committee.

- 7.27. The final determination of the review committee will be communicated to the individual who made the request and to others within 5 school days of the decision.
- 7.28. USDB will maintain a list of all materials that receive a “removed” determination.
- 7.29. The decision of the review committee is the final determination for the challenged material, subject to appeal.

8. Appeals Process

- 8.1. The original requestor or another individual who was not on the review committee may appeal the determination of the review committee in writing to a USDB associate superintendent within 15 business days of receipt of the Review Committee’s final determination using the Appeal Request Form (See Appendix B).
- 8.2. The USDB Advisory Council, or designated members of the Advisory Council, will act as an appeals committee.
- 8.3. The Advisory Council may add parent or school administrator members who did not participate in the initial review committee if necessary to have an odd number of members.
- 8.4. The appeals committee will determine the amount of time needed for an adequate review of materials, preferably within 30 school days but not longer than 60 school days, and shall inform the requester of the determined timeline.
- 8.5. Members of the appeals committee will receive the following materials to complete the review process:
 - 8.5.1. A copy of the item that was previously reviewed
 - 8.5.2. A copy of the materials review request form
 - 8.5.3. All meeting minutes
 - 8.5.4. All recorded public comments
 - 8.5.5. The review committee’s final decision and its rationale
 - 8.5.6. Any other documents considered part of the administrative record related to the proceedings of the review committee, including all recorded public comments
- 8.6. The appeals committee will schedule meetings as needed, as determined by the members of the appeals committee, and shall maintain the minutes of each meeting.
- 8.7. The notes from each appeals committee meeting will be retained by USDB along with all relevant documentation and the final determination of the appeals committee for a period of three years.

- 8.8. The appeals committee shall make one of the following final determinations of reviewed materials:
 - 8.8.1. Retained: the determination to maintain access to the item in the school setting for all students;
 - 8.8.2. Restricted: the determination to restrict access to the item in the school setting for certain students;
 - 8.8.3. Removed: the determination to prohibit access to the item in the school setting for all students; or
 - 8.8.4. Another determination regarding the item by the appeals committee.
- 8.9. The decision of the appeals committee will be determined by a majority vote.
- 8.10. An item may not be reviewed again for three school years if the appeals committee upholds the determination of the review committee.
- 8.11. The final decision of the appeals committee shall be communicated to the requestor and others within 10 days of the decision.
- 8.12. USDB shall maintain a list of the appeals committee decisions and shall make the list available to the public.

9. Communication

- 9.1. USDB shall maintain and annually update an easily accessible page on its public website prior to the beginning of each school year to inform teachers, staff, students, and parents of the following:
 - 9.1.1. A Materials Review Request Form (See Appendix A);
 - 9.1.2. An Appeal Request Form (See Appendix B);
 - 9.1.3. An application to serve on a materials review committee;
 - 9.1.4. This library collection development policy
 - 9.1.5. A list of all materials that are restricted while under review or have received a review committee or appeals committee determination.
- 9.2. USDB shall provide information about this policy and its procedures to individuals who raise concerns about items that may be considered “sensitive materials” as defined in [Section 53G-10-103](#).

Appendix A: Materials Review Form

Title:

Author:

USDB Program:

Review Request initiated by:

Telephone:

Address:

City:

Zip:

Email:

1) Does your child attend this school? Yes No

2) Was this material recommended, assigned, or made available through the students' school? If so, where?

3) What concerns you about this material? Please provide examples, page numbers, links, or any other information to help in locating or identifying content of concern and attach any images or other corroborating evidence.

4) What action are you requesting the committee to consider?

Signature:

Date:

For internal use below

USDB Appointed Committee Facilitator:

Suggested Review Timeline:

Appendix B: Appeal Request Form

Instructions: Submit this appeal request form along with a copy of the materials review decision within 15 business days of receiving the decision from the review committee. USDB will send a receipt of notice within 10 calendar days of submitting this appeal request form. The receipt will also include an estimated timeline for the appeal process, which is generally within 30 school days but not longer than 60 school days.

Requestor Information

Today's Date:

Date of review committee decision:

Legal Name of Parent or Guardian:

Email:

Phone:

Home Address:

USDB Program:

Materials to be Considered

Title:

Author:

Publisher and date of publication:

Location the item can be accessed:

Please provide a written statement explaining your rationale for an appeal of the review committee decision regarding the item (attach additional pages as needed).

Signature _____

FY2022 USDB FINANCIAL REPORT

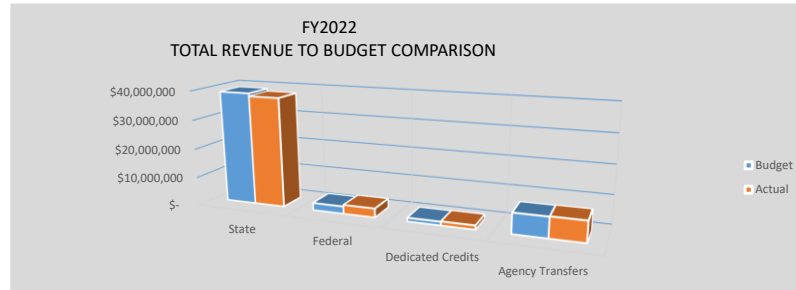
June 30, 2022

(Includes Period 13 through August 6th and excludes OPEB Costs)

FY2022 ESTIMATED REVENUE

(not including ENRICHMENT FUNDS)

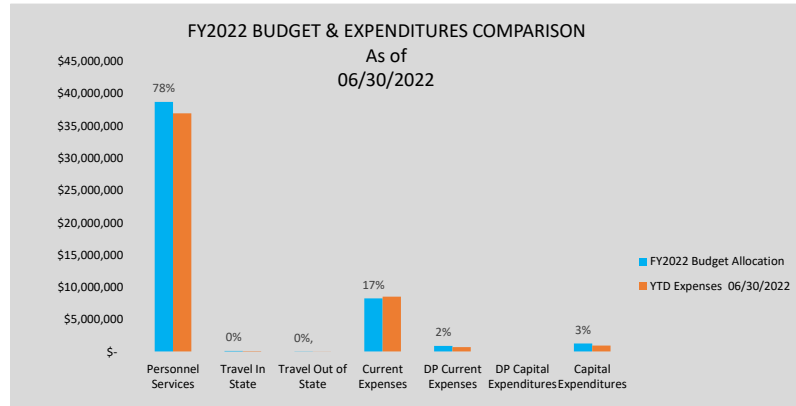
		Expected	Received	Remaining
State	78%	\$ 38,866,200	\$ 37,887,867	\$ 978,333
Federal	5.1%	\$ 2,527,447	\$ 3,097,068	\$ (569,621)
Dedicated Credits	3%	\$ 1,279,000	\$ 1,394,937	\$ (115,937)
Agency Transfers	14%	\$ 7,021,463	\$ 7,129,790	\$ (108,327)
TOTAL	100%	\$ 49,694,110	\$ 49,509,662	\$ 184,448



FY2022 MONTHLY EXPENDITURES (not including ENRICHMENT FUNDS)

	%	FY2022 Budget Allocation	YTD Expenses 06/30/2022	Budget Balance 06/30/2022	
Personnel Services	78%	\$ 38,714,713	\$ 36,952,332	\$ 1,762,381	↑
Travel In State	0%	\$ 174,475	\$ 129,481	\$ 44,994	↑
Travel Out of State	0%	\$ 57,025	\$ 31,897	\$ 25,128	↑
Current Expenses	17%	\$ 8,295,534	\$ 8,576,633	\$ (281,099)	↓
DP Current Expenses	2%	\$ 944,400	\$ 754,077	\$ 190,323	↑
DP Capital Expenditures	0%	\$ -	\$ -	\$ -	↑
Capital Expenditures	3%	\$ 1,325,000	\$ 984,521	\$ 340,479	↑
TOTAL	100%	\$ 49,511,147	\$ 47,428,941	\$ 2,082,206	

↑ Straight Line Projection >5% of budgeted amount
 ↓ Straight Line Projection <5% of budgeted amount



2021-2022 Number of Students Served

	Sep-21	Oct-21	Nov-21
PIP	501	538	547
Self Contained	321	314	319
Direct	330	326	343
Consult	442	471	469
Subtotal	1594	1649	1678

	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22
PIP	538	536	554	569	567	585	561
Self Contained	299	300	328	335	333	333	288
Direct	330	401	325	329	323	381	345
Consult	471	474	473	476	480	488	520
Subtotal	1638	1711	1680	1709	1703	1787	1714

Additional Services Provided Per Student

	Sep-21	Oct-21	Nov-21
Orientation & Mobility	368	367	461
Interveners	55	48	49
Deaf-Blind	131	131	133
Interpreting	70	70	58
Audiology Referrals	147	143	154
Current Referrals	73	82	55
Subtotal	844	841	910

	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22
Orientation & Mobility	294	338	329	328	323	293	301
Interveners	47	47	45	45	45	45	40
Deaf-Blind	135	135	133	130	129	128	131
Interpreting	201	204	214	222	223	198	163
Audiology Referrals	147	98	161	157	92	164	122
Current Referrals	63	69	67	88	83	66	37
Subtotal	887	891	949	970	895	894	794

TOTAL	2,438	2,490	2,588
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TOTAL	2,525	2,602	2,629	2,679	2,598	2,681	2,508
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FY2021 LAND GRANT/ENRICHMENT FUNDS

	ESTIMATED	6/30/2022
FY2022 Beginning Balance	\$ 1,070,511	\$ 1,070,511
FY2022 Projects/Expended	\$ 1,446,000	\$ 1,400,395
FY2022 Estimated Revenue	\$ 875,000	\$ 740,204
Remaining Available Funds	\$ 499,511	\$ 410,320

FY2022 DONATED FUNDS

	Prior Month	6/30/2022
State	\$ 283,196.61	\$ 282,846.39
Total	\$ 283,196.61	\$ 282,846.39

FY2021 EDUCATION FOUNDATION

	Prior Month	6/30/2022
PTIF BALANCE	\$ 1,322,161.51	\$ 1,323,095.43
Total	\$ 1,322,161.51	\$ 1,323,095.43

FY2022 USDB BUDGET STATUS REPORT

As of June 30, 2022

(Includes Period 13 through August 6th and excludes OPEB Costs)

SUMMARY - OPERATIONS

FY2022 BEGINNING BALANCE (For Information Only)

TOTAL REVENUE

TOTAL EXPENSES

ACTUAL	BUDGET	Budget Remaining (OVER)	% Actual to Budget
--------	--------	-------------------------	--------------------

50,487,995

50,733,757

245,762

100%

47,428,941

49,511,147

2,082,206

96%

REVENUE - Operations

ACTUAL	BUDGET	Budget Remaining (Over)	Funding Source
--------	--------	-------------------------	----------------

SALE OF GOODS/SERVICES - Canteen Sales

1,782

2,000

218

Dedicate Credit

SCHOOL CONTRACTS

1,384,310

1,276,500

(107,810)

Dedicate Credit

ROOM/BUILDING RENTAL

4,593

-

(4,593)

Dedicate Credit

MISC. REVENUE

4,252

500

(3,752)

Dedicate Credit

FEDERAL GRANT

177,064

110,447

(66,617)

Federal

MEDICAID

2,522,605

2,287,000

(235,605)

Federal

MEDICAID ADMIN CLAIMING

216,381

60,000

(156,381)

Federal

AMERICAN RESCUE PLAN ESSER III

190,750

190,750

State

BABY WATCH

50,000

50,000

State

BLIND LITERACY ACT

10,000

10,000

State

CLASSROOM SUPPLIES FOR EDUCATORS

25,276

30,000

4,724

State

DEAF/BLIND GRANT

35,000

35,000

-

State

ESY FOR SPECIAL EDUCATORS

87,324

95,000

7,676

State

IDEA PRE-SCHOOL

57,938

57,938

State

IDEA SCHOOL AGE

200,000

200,000

State

IDEA SAGE TESTING

243,025

243,025

State

POSITIVE BEHAVIOR PLAN SAAM SS

6,999

State

TEACHER SUPPLEMENTAL SALARY PROGRAM

331,261

325,000

(6,261)

State

TEACHER STUDENT SUCCESS ACT(TSSA)

53,398

53,881

483

State

EDUCATOR SALARY ADJUSTMENT

911,978

900,000

(11,978)

State

GROW YOUR OWN TEACHER AND COUNSELOR PROGRAM

75,000

75,000

-

State

SCHOOL LAND TRUST

978,333

952,516

(25,817)

State

SUICIDE PREVENTION PLAN (SUPV)

3,000

3,000

-

State

LEGISLATIVE TEACHER BONUSES

61,859

-

(61,859)

State

TRANSPORTATION

4,262,390

4,600,000

337,610

State

USIMAC OFFICE SUPPORT

35,000

35,000

-

State

USIMAC Fund Transfer

150,000

150,000

-

State

CHILD NUTRITION PROGRAM

181,018

70,000

(111,018)

Federal

PRE ETS GRANT

112,973

40,000

(72,973)

State

EDUCATIONAL FUNDS

38,866,200

38,866,200

0

State

GAIN/(LOSS) ON DISPOSAL OF FIXED ASSETS

-

-

-

TOTAL REVENUE- Operations

50,487,995

50,733,757

245,762

	ACTUAL	BUDGET	Budget Remaining (OVER)	% Actual to Budget
EXPENSES - OPERATIONS				
PERSONNEL SERVICES	36,952,331.52	\$ 38,714,713	\$ 1,762,381	95%
TRAVEL IN STATE	129,480.70	\$ 174,475	\$ 44,994	74%
TRAVEL OUT OF STATE	31,897.18	\$ 57,025	\$ 25,128	56%
CURRENT EXPENSES	8,576,632.71	\$ 8,295,534	\$ (281,099)	103%
DATA PROCESSING CURRENT EXPENSE	754,077.16	\$ 944,400	\$ 190,323	80%
DATA PROCESSING CAPITAL EXPENDITURES		\$ -	\$ -	0%
CAPITAL EXPENDITURES	984,521.43	\$ 1,325,000	\$ 340,479	74%
TOTAL EXPENSES- Operations	47,428,941	49,511,147	2,082,206	96%

	ACTUAL	BUDGET	Budget Remaining (OVER)	% Actual to Budget
SUMMARY - ENRICHMENT FUND				
FY2022 BEGINNING BALANCE (For Information Only)	1,070,511			
TOTAL ESTIMATED REVENUE	952,516	1,446,000	493,484	66%
TOTAL ACTUAL EXPENSES	1,400,395	-		

	ACTUAL	BUDGET	Budget Remaining (OVER)	% Actual to Budget
REVENUE				
COLLECTION FROM TRUST LAND (SITLA)	\$ 978,333	\$ 875,000	\$ (103,333)	112%
TOTAL REVENUE	\$ 978,333	\$ 875,000	\$ (103,333)	112%

	ACTUAL	BUDGET	Budget Remaining (OVER)	% Actual to Budget
EXPENSES				
PERSONNEL SERVICES	\$ 703,909	\$ 500,000	\$ (203,909)	141%
TRAVEL IN STATE	\$ 29,920	\$ 50,000	\$ 20,080	60%
TRAVEL OUT OF STATE	\$ 141,816	\$ 50,000	\$ (91,816)	284%
CURRENT EXPENSES	\$ 467,628	\$ 450,000	\$ (17,628)	104%
DATA PROCESSING CURRENT EXPENSE	\$ 1,327	\$ -	\$ (1,327)	0%
DATA PROCESSING CAPITAL EXPENDITURES		\$ -	\$ -	0%
CAPITAL EXPENDITURES	\$ 55,796	\$ -	\$ (55,796)	0%
TOTAL EXPENSES	\$ 1,400,395	\$ 1,050,000	\$ (350,395)	133%

Note: Total Payroll % of Total Expenditures 50%

Function Code			FY22 Enrichment Fund Projects		Superintendent	Expenses	Balance 6-30-2022	Encumbered	Board Approval
EF2201	Tanner	Extra-Curricular Activities for the Deaf	\$235,000	\$265,142	-\$30,142			05/06/21	
EF2202	Tanner	Study Abroad Trip - India Germany as 0126202	\$50,000	\$43,446	\$6,554			05/06/21	
EF2203	Tanner	Harmony Music Therapy for PIP & LSL	\$48,000	\$40,875	\$7,125			05/06/21	
EF2204	Tanner	PIP Family Activities	\$10,000	\$10,523	-\$523			05/06/21	
EF2205	Tanner	Deaf Mentor Program	\$350,000	\$378,708	-\$28,708			05/06/21	
EF2206	Tanner	Statewide ASL Course Development	\$150,000	\$152,238	-\$2,238			05/06/21	
EF2207	Tanner	Audiology Van	\$200,000	\$0	\$200,000	\$200,000		05/06/21	
EF2208	Tanner	After School Reading Clinic Expansion	\$25,000	\$16,481	\$8,519			05/06/21	
EF2209	Tanner/Patten	ERC Books	\$35,000	\$45,085	-\$10,085			05/06/21	
EF2210	Patten	Extra-Curricular Activities for the Blind	\$103,000	\$102,267	\$733			05/06/21	
EF2211	Patten	PIP Expanded Core Activities	\$15,000	\$8,755	\$6,245			05/06/21	
EF2212	Patten	Expanded Core for the Blind	\$125,000	\$133,002	-\$8,002			05/06/21	
EF2213	Patten	INSITE Evaluation Tool	\$10,000	\$11,440	-\$1,440			05/06/21	
EF2214	Patten	Blind Mentorship	\$10,000		\$10,000			05/06/21	
EF2215	Patten	Genote	\$30,000	\$30,000	\$0			05/06/21	
EF2216	Patten	CVI Connect	\$4,000	\$3,915	\$85			05/06/21	
EF2217	Patten	EyeOn Device	\$30,000	\$29,998	\$2			05/06/21	
EF2218	Patten	Study Abroad	\$25,000	\$37,738	-\$12,738			05/06/21	
EF2219	Tanner	School Community Land Grant	\$26,000	\$10,835	\$15,165			10/07/21	
EF2220	Patten	Seventy-48 Boat Race	\$45,000	\$79,946	-\$34,946			11/04/21	
Totals			\$1,526,000	\$1,400,395	\$125,605	\$200,000			

Cell: G7

Comment: FY21 Michelle had \$75k for Curt Radford and \$240,000 for ASL K-6 course development. Actual totals were \$90,554.86 for both so Michelle has a carryforward of \$224,445.14 but needs AC approval. Michelle wants to wait for that approval only if it is necessary if she is going to exceed the \$150,000 for FY22.
-Carl Empey

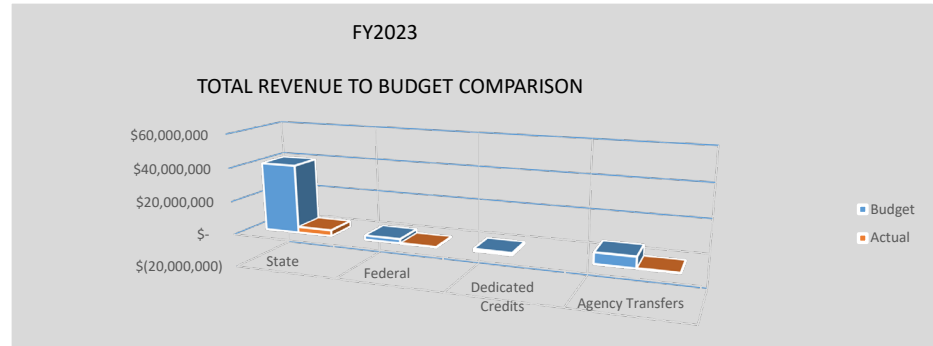
FY2023 USDB FINANCIAL REPORT

July 31, 2022

FY2023 ESTIMATED REVENUE

(not including ENRICHMENT FUNDS)

		Expected	Received	Remaining
State	80%	\$ 40,593,500	\$ 3,382,792	\$ 37,210,708
Federal	4.7%	\$ 2,402,000	\$ (175,972)	\$ 2,577,972
Dedicated Credits	2%	\$ 1,230,500		\$ 1,230,500
Agency Transfers	13%	\$ 6,398,500	\$ 104,066	\$ 6,294,434
TOTAL	100%	\$ 50,624,500	\$ 3,310,886	\$ 47,313,614



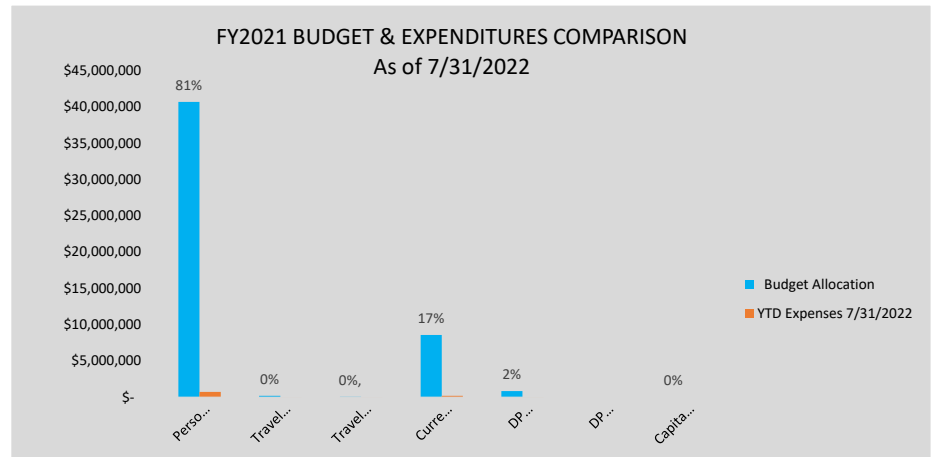
FY2023 MONTHLY EXPENDITURES (not including ENRICHMENT FUNDS)

	%	Budget Allocation	YTD Expenses 7/31/2022	Budget Balance 7/31/2022	
Personnel Services	81%	\$ 40,681,930	\$ 729,545	\$ 39,952,384	↑
Travel In State	0%	\$ 190,725	\$ 1,185	\$ 189,540	↑
Travel Out of State	0%	\$ 59,800	\$ 3,959	\$ 55,841	↑
Current Expenses	17%	\$ 8,585,525	\$ 196,105	\$ 8,389,420	↑
DP Current Expenses	2%	\$ 852,695	\$ 43,334	\$ 809,361	↑
DP Capital Expenditures	0%				↑
Capital Expenditures	0%	\$ -	\$ -	\$ -	↑
TOTAL	100%	\$ 50,370,675	\$ 974,128	\$ 49,396,547	



Straight Line Projection >5% of budgeted amount

Straight Line Projection <5% of budgeted amount



2022-2023 Number of Students Served

	Sep-22	Oct-22	Nov-22
PIP	0	0	0
Self Contained	0	0	0
Direct	0	0	0
Consult	0	0	0
Interpreting	0	0	0
Audiology Referrals	0	0	0
Current Referrals	0	0	0
TOTAL	0	0	0

	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23
	0	0	0	0	0	0	0
	0	0	0	0	0	0	0
	0	0	0	0	0	0	0
	0	0	0	0	0	0	0
	0	0	0	0	0	0	0
	0	0	0	0	0	0	0
	0	0	0	0	0	0	0
	0	0	0	0	0	0	0
	0	0	0	0	0	0	0

FY2023 LAND GRANT/ENRICHMENT FUNDS

	ESTIMATED	7/31/2022
FY2023 Beginning Balance	\$ 575,000	\$ 410,320
FY2023 Projects/Expended	\$ 1,514,000	\$ 35,888
FY2023 Revenue	\$ 952,516	\$ -
Remaining Available Funds	\$ 13,516	\$ 374,432

FY2023 DONATED FUNDS

	Prior Month	Current Month July 31, 2022
State	\$ 282,846.39	\$ 282,774.18
Total	\$ 282,846.39	\$ 282,774.18

FY2023 EDUCATION FOUNDATION

	Prior Month	Current Month July 31, 2022
PTIF BALANCE	\$ 1,323,095.43	\$ 1,328,041.85
Total	\$ 1,226,405.31	\$ 1,328,041.85

FY2023 USDB BUDGET STATUS REPORT
As of July 31, 2023

SUMMARY - OPERATIONS

	ACTUAL	BUDGET	Budget Remaining (OVER)	% Actual to Budget
TOTAL REVENUE	3,310,886	51,574,500	48,263,614	6%
TOTAL EXPENSES	974,128	50,370,675	49,396,547	2%

	ACTUAL	BUDGET	Budget Remaining (Over)	Funding Source
REVENUE - Operations				
SALE OF GOODS/SERVICES - Canteen Sales	-	2,000	2,000	Dedicate Credit
SCHOOL CONTRACTS		1,226,000	1,226,000	Dedicate Credit
ROOM/BUILDING RENTAL		2,000	2,000	Dedicate Credit
MISC. REVENUE		500	500	Dedicate Credit
FEDERAL GRANT			-	Federal
MEDICAID	(175,972)	2,287,000	2,462,972	Federal
MEDICAID ADMIN CLAIMING		45,000	45,000	Federal
GENERAL FINANCIAL LITERACY		15,000	15,000	State
BABY WATCH		50,000	50,000	State
BLIND LITERACY ACT		10,000	10,000	State
CLASSROOM SUPPLIES FOR EDUCATORS		30,000	30,000	State
DEAF/BLIND GRANT		35,000	35,000	State
ESY FOR SPECIAL EDUCATORS		95,000	95,000	State
IDEA PRE-SCHOOL		57,100	57,100	State
IDEA SCHOOL AGE		200,000	200,000	State
IDEA SAGE TESTING		225,000	225,000	State
POSITIVE BEHAVIOR PLAN SAAM SS		-	-	State
TEACHER SUPPLEMENTAL SALARY PROGRAM		275,000	275,000	State
TEACHER STUDENT SUCCESS ACT(TSSA)		54,000	54,000	State
EDUCATOR SALARY ADJUSTMENT	104,066	850,000	745,934	State
GROW YOUR OWN TEACHER AND COUNSELOR PROGRAM		-	-	State
SCHOOL LAND TRUST		950,000	950,000	State
SUICIDE PREVENTION PLAN (SUPV)		-	-	State
TRANSPORTATION		4,262,400	4,262,400	State
USIMAC OFFICE SUPPORT		35,000	35,000	State
USIMAC Fund Transfer		150,000	150,000	State
CHILD NUTRITION PROGRAM		70,000	70,000	Federal
PRE ETS GRANT		40,000	40,000	State
EDUCATIONAL FUNDS	3,382,792	40,593,500	37,210,708	State
GAIN/(LOSS) ON DISPOSAL OF FIXED ASSETS			-	
TOTAL REVENUE- Operations	3,310,886	51,574,500	48,263,614	

	ACTUAL	BUDGET	Budget Remaining (OVER)	% Actual to Budget
EXPENSES - OPERATIONS				
PERSONNEL SERVICES	729,545.42	\$ 40,681,930	\$ 39,952,385	2%
TRAVEL IN STATE	1,185.44	\$ 190,725	\$ 189,540	1%
TRAVEL OUT OF STATE	3,958.68	\$ 59,800	\$ 55,841	7%
CURRENT EXPENSES	196,104.79	\$ 8,585,525	\$ 8,389,420	2%
DATA PROCESSING CURRENT EXPENSE	43,333.77	\$ 852,695	\$ 809,361	5%
DATA PROCESSING CAPITAL EXPENDITURES			\$ -	0%
CAPITAL EXPENDITURES			\$ -	#DIV/0!
TOTAL EXPENSES- Operations	974,128	50,370,675	49,396,547	2%

	ACTUAL	BUDGET	Budget Remaining (OVER)	% Actual to Budget
SUMMARY - ENRICHMENT FUND				
FY2022 BEGINNING BALANCE (For Information Only)	TBD			
TOTAL ESTIMATED REVENUE	952,516	1,514,000	561,484	63%
TOTAL ACTUAL EXPENSES	35,888	-		

	ACTUAL	BUDGET	Budget Remaining	% Actual to Budget
REVENUE				
COLLECTION FROM TRUST LAND (SITLA)	\$ -	\$ 952,516	\$ 952,516	0%
TOTAL REVENUE	\$ -	\$ 952,516	\$ 952,516	0%

	ACTUAL	BUDGET	Budget Remaining (OVER)	% Actual to Budget
EXPENSES				
PERSONNEL SERVICES	\$ 21,261	\$ 500,000	\$ 478,739	4%
TRAVEL IN STATE	\$ 198	\$ 50,000	\$ 49,802	0%
TRAVEL OUT OF STATE	\$ (1,269)	\$ 50,000	\$ 51,269	-3%
CURRENT EXPENSES	\$ 15,698	\$ 450,000	\$ 434,302	3%
DATA PROCESSING CURRENT EXPENSE		\$ -	\$ -	0%
DATA PROCESSING CAPITAL EXPENDITURES		\$ -	\$ -	0%
CAPITAL EXPENDITURES		\$ -	\$ -	0%
TOTAL EXPENSES	\$ 35,888	\$ 1,050,000	\$ 1,014,112	3%

Note: Total Payroll % of Total Expenditures 59%

FY23 Enrichment Fund Projects			Superintendent	07/31/22 Expenses	07/31/22 Balance	Board Approval
EF2301	Tanner	Extra-Curricular Activities for the Deaf	\$250,000	\$ 18,541	\$ 231,459	05/06/22
EF2302	Tanner	Study Abroad Trip - India	30,000		30,000	05/06/22
EF2303	Tanner/Patten	Harmony Music Therapy for Deaf and Blind	60,000		60,000	05/06/22
EF2304	Tanner	PIP Family Activities	10,000		10,000	05/06/22
EF2305	Tanner	Deaf Mentor Program	375,000	9,519	365,481	05/06/22
EF2306	Tanner	Statewide ASL Course Development	50,000		50,000	05/06/22
EF2307	Tanner	Audiology Van	200,000		200,000	05/06/22
EF2309	Tanner/Patten	ERC Books	35,000	995	34,005	05/06/22
EF2310	Patten	Extra-Curricular Activities for the Blind	110,000	6,902	103,098	05/06/22
EF2311	Patten	PIP Expanded Core Activities	20,000		20,000	05/06/22
EF2312	Patten	Expanded Core for the Blind	150,000	(69)	150,069	05/06/22
EF2313	Patten	INSITE Evaluation Tool	15,000		15,000	05/06/22
EF2314	Patten	Blind Mentorship	10,000		10,000	05/06/22
EF2315	Patten	Genote	30,000		30,000	05/06/22
EF2316	Patten	CVI Connect	4,000		4,000	05/06/22
EF2317	Patten	Assistive Technology	100,000		100,000	05/06/22
EF2318	Patten	Study Abroad	40,000		40,000	05/06/22
EF2319	Patten	Adaptive Learning Materials Center (ALMC)	25,000		25,000	05/06/22
		Totals	\$1,549,888	\$35,888	\$1,478,112	
EF2320	Tanner	School Community Land Grant	\$28,068	-	28,068	05/06/22
		6200/PVF/A6410L				

FY2023 Carry Forward Projects [1]

Accounting Code: Unit 6000; Program code A6450s; Function Code ACF22XX; Object code XXXX

Priority	PROJECTS	PROJECT LEADERSHIP		PROJECT START DATE	AUTHORIZED AMOUNT	FUNCTION CODE	ACTUAL (FINET)	AMOUNT REMAINING	PRIORITY LEVEL SUMS		
		Lead [2]	Manager [3]		\$1,700,000.00			\$ 1,700,000.00	A	B	C
A	Operational and	Joel	Joel	7/1/2022	\$250,000.00	ACF2301		\$ 250,000.00			
A	USD Professional	Michelle	Michelle	7/1/2022	\$50,000.00	ACF2302		\$ 50,000.00			
A	USB Professional Development	Susan P	Susan P	7/1/2022	\$65,000.00	ACF2303		\$ 65,000.00			
A	USD Tuition Ass	Michelle	Michelle	7/1/2022	\$25,000.00	ACF2304		\$ 25,000.00			
A	USD grammar c	Michelle	Michelle	7/1/2022	\$40,000.00	ACF2324		\$ 40,000.00			
A	IT Network Swit	AJ	Jared	7/1/2022	\$225,000.00	ACF2308		\$ 225,000.00			
A	IT Smart Panels [5]	AJ	Jared	7/1/2022	\$49,000.00	ACF2309		\$ 49,000.00			
B	Universal communication boards (USB campus programs) [6]	Susan P	Dwight	7/1/2022	\$3,500.00	ACF2315		\$ 3,500.00			
A	JMS - New sod and drainage	Joel	Dwight	7/1/2022	\$200,000.00 [7]	ACF2310		\$ 200,000.00			
B	OEC Playground Equipment (PT/OT Recommendations)	Susan P	Dwight	7/1/2022	\$20,000.00	ACF2313		\$ 20,000.00			
A	STG - Bloomington Hills portable remaining items	Michelle	Dwight	7/1/2022	\$20,000.00	ACF2316		\$ 20,000.00			
A	OGDEN - ALMC Room/Ogden Venting & Bigger Electrical Box	Susan P	Dwight	7/1/2022	\$28,000.00	ACF2314		\$ 28,000.00			
B	OGDEN - USD A	Michelle	Dwight	7/1/2022	\$150,000.00 [9]	ACF2307		\$ 150,000.00			
B	OGDEN - Additi	AJ	Jared	7/1/2022	\$5,948.18			\$5,948.18			
B	OGDEN - New Campus Signage [11]	Joel	Dwight	7/1/2022	\$35,000.00	ACF2317		\$ 35,000.00			

B	OGDEN - Campus Lighting, including Cottage Pathway lights	Gabe	Dwight	7/1/2022	\$35,000.00	ACF2318			\$ 35,000.00				
B	OGDEN - Exterior Tactile Paving	Gabe	Dwight	7/1/2022	\$15,000.00 [12]	ACF2319			\$ 15,000.00				
B	OGDEN - Remaining planter boxes and USB fountain renovation [13]	Tammy	Dwight	7/1/2022	\$50,000.00	ACF2321			\$ 50,000.00				
B	OGDEN - USB Cabinetry and Countertops Refresh [14]	Tammy	Dwight	7/1/2022	\$80,000.00	ACF2322			\$ 80,000.00				
C	OGDEN - Temp Summer grounds help or contract?	Dwight	Dwight										
C	OGDEN - Footb	Michelle	Dwight										
C	OGDEN - ERC renovation? [16]	susan P/Michelle	Dwight										
C	OGDEN - Paint fading forest green exterior metal trim black [17]	Joel	Dwight	7/1/2022	[18]	ACF2323			\$ -				
			Subtotal		\$1,346,448.18			\$ -	\$1,346,448.18		\$0	\$0	\$0
			Remainder		\$353,551.82						A+B	\$0	
											A+B+C		\$0
Color Key			Priority Key										
	USDB General	A = We can't live without it, so proceed immediately. This item is approved.											
	Salt Lake & Millcreek Campuses	B = We can live without it, but we really don't want to. Change to A priority when approved.											
	Ogden and South Weber Camp	C = If we have money left over after A & B priorities we will approve these items.											
	Springville Campus												
	St. George Campus												
	Execute immediately, before school starts if possible												
Tracking Purposes - Do not execute													

HOLD	JMS - Readjust cabinetry in 6 north classrooms	Michelle	Dwight						\$ -				
HOLD	JMS - Restroom Renovation x 4	Michelle	Dwight		\$120,000.00	ACF2210		\$ -	\$ 120,000.00				\$120,000
HOLD	OGDEN - USIMAC safety updates (ERC)	Patten	Armando						\$ -				
HOLD	OGDEN - Restroom Renovations x 4	Tammy	Dwight	6/1/2021	\$120,000.00	ACF2218		\$ -	\$ 120,000.00				\$120,000
HOLD	Audiological classroom equipment (statewide) [19]	Michelle	Michelle		\$135,000.00				\$ 135,000.00				

[1] Based on
FY2022 Operational Carry Forward Balance, excluding USIMAC and enrichment fund balances)

[2] The lead is the decision maker

[3] Manager is the person responsible for execution under the direction of the lead

[4] To simplify and reduce line items, does this have to be a carry forward line item? It seems small enough that we can just use personnel budget. But if we want to continue to monitor it separately on this list, shouldn't we do the same and have a line item for USB tuition assistance also?

Another idea is to include it in the PD line item description: "Professional Development and Tuition assistance," since this is certainly part of developing professional educators.

[5] What are these?

[6] are these the "message net" type displays we have in the USD areas?

[7] this is a guess, need bid.

[8] Michelle would like to proceed during the school year and not wait for next summer, subject to funding. She will have to arrange temporary accommodations for the staff and students during construction.

[9] Need bid

[10] Do we also need additional mics at the OEC for similar large events there? If so, should we bump this number to \$12k?

[11] This includes enhancement of the main entry signs on Harrison Blvd., removal of the unreadable cement signs on campus, and replacement with new, more aesthetic signs.

[12] Need Bid

[13] USD planter box was done in FY22.
Conference Rooms A&B and USB still need to be done.

[14] similar to what we did at USD in FY22

[15] Will this be needed in the spring?

[16] Is this still something we are planning, albeit on a smaller scale than before? If not, we can remove it from this list.

[17] Joe Jacoby said there is special paint they would recommend instead of replacement. It has 20-30 year warranty.

[18] Need Bid

[19] This includes anything related to CI and hearing aid device parts for students, FM/Rogers/Bluetooth systems for classrooms, etc. The foundation funds this normally, but this amount is here so we don't forget it from year to year in case the foundation can't fund it for some reason.