

# Utah State Board of Education

## Notice of Vacancy / Call for Nominations

Name of committee: Utah Special Education Advisory Board (USEAP)

Date nominations/applications are due: Open until filled

Brief background check of what the organization does and the reference in statute or rule establishing the organization:

The Utah Special Education Advisory Panel (USEAP) is an advisory committee to the Board created by Board policy and in [R277-750](#) with membership from district and charter school special education programs, educator preparation programs, state agencies serving students with disabilities, and at least 51 percent parents of and individuals with disabilities. The USEAP meets quarterly to review data related to the LEA compliance with R277-750 and also outcomes for students with disabilities.

The USBE policy governing USEAP is [5006](#).

Who the group advises:

The Board and the State Director of Special Education

Number of vacancies:

7-9 total vacancies

Specific representation needed for each vacancy and terms of appointment:

4-5: Individuals with disabilities or parents of students with disabilities (ages 3-22), 3-year terms

1-2: Teachers

1: Representative of private schools who serve students with disabilities

1: Administrators of programs (state and local) for students disabilities, including administrators of the McKinney-Vento Homeless Act

Meetings (specific dates or how often the group meets, where, and for how long):

Up to five (5) meetings per year, generally Thursdays or Fridays from 9 am to 12 pm. One meeting of the year (generally the first meeting) is in person and the rest are online.

Other information:

USEAP member duties include:

- Advise the Utah State Board of Education (USBE) of unmet needs within the State in the education of students with disabilities.
- Comment publicly on any rules or regulations proposed for issuance by the State regarding the education of students with disabilities.
- Advise the USBE in developing evaluations and reporting on data to the Secretary of the U.S. Department of Education under Section 618 of the Individuals with Disabilities Education Act (IDEA).
- Advise the USBE in developing corrective action plans to address findings identified in Federal monitoring reports under Part B of the IDEA.
- Advise the USBE in developing and implementing policies relating to the coordination of services for students with disabilities.
- Review and comment on completed due process hearing findings.
- Advise the USBE on the risk ratio threshold for determining disproportionality.

Contact for questions:

Leah Voorhies: [leah.voorhies@schools.utah.gov](mailto:leah.voorhies@schools.utah.gov); 801-538-7898

**Nomination and Bio Submission: Fill out the application on the page below and send the application, along with a brief bio or resume, to Kelsey James, Board Communications Coordinator, at [kelsey.james@schools.utah.gov](mailto:kelsey.james@schools.utah.gov).**

## Utah State Board of Education USEAP Vacancy Application

Please briefly answer the following questions on a separate document and send it, *and a brief bio or resume* to Kelsey James, Board Communications Coordinator, at [kelsey.james@schools.utah.gov](mailto:kelsey.james@schools.utah.gov).

1. Name:
2. Contact information:
  - a. Phone
  - b. E-mail
  - c. Mailing address
3. Specific representation group you are applying to represent (as outlined in [Board Policy 5006](#) Section 5. Membership)?
  - Parents of students with disabilities (ages birth through 26)
  - Individuals with disabilities
  - Teachers
  - Representatives of institutions of higher education that prepare special education and related services personnel
  - State and local education officials
  - Administrators of programs (state and local) for students disabilities, including administrators of the McKinney-Vento Homeless Act
  - Representatives of other state agencies involved in the financing or delivery of related services to students with disabilities
  - Representatives of private schools and public charter schools
  - At least two representatives with expertise in the provision of transition services to students with disabilities
  - Representatives from the state juvenile and adult corrections agencies
  - A representative from the state child welfare agency responsible for foster care
4. Why do you want to serve on this committee?