

Form - Application/Cover Sheet

UTAH STATE BOARD OF EDUCATION

Waiver of Administrative Rule

UAC R277-121 allows an LEA to request a waiver from a Board rule. This cover sheet should be used as a checklist in preparation of necessary materials and supporting documents.

LEA: Click or tap here to enter text.

SCHOOL(S): Click or tap here to enter text.

RULE REQUESTING TO BE WAIVED: Click or tap here to enter text.

REASONING/JUSTIFICATION FOR REQUESTED WAIVER:

Click or tap here to enter text.

THIS IS A NEW WAIVER

THIS IS A REQUEST TO RENEW AN EXISTING WAIVER

DATE WAIVER WAS FIRST GRANTED _____

ATTACH DATA TO SUPPORT THE REQUEST WHICH MAY INCLUDE:

STUDENT ACHIEVEMENT DATA

COMMUNITY, STAFF, OR STUDENT SURVEY DATA

STUDENT ENROLLMENT DATA

FOR RENEWALS: DOCUMENTATION THAT OUTLINES HOW THE WAIVER WAS UTILIZED

ATTACH VERIFICATION OF THE FOLLOWING (AS APPLICABLE TO THE TYPE OF LEA)

LEA GOVERNING BOARD VOTE APPROVING REQUEST FOR WAIVER IN OPEN MEETING

RECOMMENDATION FROM THE BOARD OF THE SCHOOL'S AUTHORIZER (IF APPLICABLE)

ATTACH THE FOLLOWING

WRITTEN AGREEMENT TO BE PROPOSED TO THE BOARD INCLUDING:

- ✓ EFFECTIVE DATE OF WAIVER (*or of the renewal*)
- ✓ HOW LEA OR SCHOOL WILL PROVIDE FOR PUBLIC REVIEW AND ACCOUNTABILITY (*such as parent/student/staff survey*)
- ✓ ACKNOWLEDGEMENT OF THE BOARD'S ABILITY TO REQUIRE ANNUAL UPDATES
- ✓ A SUNSET DATE FOR THE WAIVER (*three years or less*)

As you already identified, you must receive approval of your Charter Authorizer as well as your school's governing board. The approvals must take place by a vote of each board in an open meeting. You can attach a copy of the meeting minutes or a letter from the governing board leadership/chair. When the request is presented to USBE, the Board members will be especially interested in why you want the waiver, how it impacts students, and your school's overall student achievement. I will provide the required Agreement once you have provided all of the other required information.

When you have collected the required information, please email it to me. I will then request that the matter be placed on the USBE Law and Licensing Committee Agenda. This meeting is held once a month on the day following the USBE monthly meeting. The Committee will review the request, and if approved, it will be placed on the following month's USBE Meeting Agenda for consideration by the full Board.

(b) Except for a request for a waiver due to snow, inclement weather, or other emergency school closure described in Section R277-121-5, a written request under Subsection (1)(a) shall include:

(i) verification that the LEA board voted to request the waiver in an open meeting;

(ii) data that support the requested waiver, which may include:

(A) student achievement data;

(B) community, staff, or student survey data;

(C) student enrollment data; or

(D) data demonstrating the cost effectiveness of the waiver request;

(iii) a proposed agreement with the Board that includes:

(A) a proposed effective date;

(B) provisions for public review and accountability;

(C) data gathering and reporting timelines; and

(D) a sunset date; and

(iv) in the case of a charter school, a recommendation from the board of the school's authorizer.