

Provider Newsletter

February 2024 BT

SOEP team member	Their role on the team	A piece of information from them to you
QUINN KELLIS	Coordinator Technology Supported Learning (801) 538-7785 quinn.kellis@schools.utah.gov	
CORY KANTH	Educational Specialist (801) 538-7660 cory.kanth@schools.utah.gov	
KIMBERLY HOWARD	SEATS Program Specialist (801) 538-7826 kimberly.howard@schools.utah.gov	Thank you for your hard work on the course spreadsheets. We appreciate you!
BRITANNI TAYLOR	SOEP Licensing Program Specialist (801) 538-7504 britanni.taylor@schools.utah.gov	<p>Fall semester (Q1,Q2) - Thank you for compiling your fall final grades, entering grades and credit in your SIS, making the appropriate SEATS status changes, and mailing out Official Transcripts to parents/guardians and student's primary school. If you have not completed any of these steps, please contact me so I can provide support. I appreciate the quality work you do.</p> <p>SEATS Course Request spreadsheets are due: Friday, February 23, 2024. Please keep in mind the following instructions:</p> <ul style="list-style-type: none"> • Ensure the spreadsheet includes a comprehensive list of all courses you intend to offer, or might consider offering, during the 2024-2025 school year. • Since it's a live Google spreadsheet, there's no requirement to submit it to USBE. • The spreadsheet will be locked at the close of business on February 23, 2024, or whenever you submit it. If you require an update or addition after this date, please reach out to Britanni Taylor (801-538-7504) and then add the new data to the next available line at the bottom of the spreadsheet. Please don't change or delete existing data.
WINONA MOSS	Financial Analyst (801) 538-7986 winona.moss@schools.utah.gov	SEATS will be locked to status changes Monday, February 12th until the accounting process has been completed. This lock is for status changes only, all other activities can be performed in SEATS as usual, including enrollments.
JILL BALDWIN	Educational Specialist (801) 538-7668 jill.baldwin@schools.utah.gov	Portuguese: There are currently several Portuguese Dual Language Immersion programs in Utah elementary and middle schools. As students from these programs enter high school, they are looking for Portuguese courses to complete graduation requirements. If your program is looking to add more language options, you may want to consider Portuguese.
KERONG WU	Data Specialist (801) 538-7693 kerong.wu@schools.utah.gov	