

**The Office of Special Projects**  
*Formerly School Law*

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The Office of Special Projects is responsible for the following:

1. **Records officer** – The Office of Special Projects processes and responds to all records requests to USOE, USOR, and their subdivisions under GRAMA. The Office is also the agency contact for issues that arise with records classification and schedules with State Archives.
2. **Rulemaking** – The Office of Special Projects provides logistical support to Associate Superintendent Stallings in the Rulemaking process. This includes formatting, editing, reviewing, and handling all aspects of the rule filing process with the state's Division of Administrative Rules.
3. **Fee Waivers** – The Office of Special Projects is responsible for monitoring compliance with state laws and court orders related to fee waivers.
4. **Legal Issues** – The Office of Special Projects is available to respond to questions from USOE staff. The Superintendent has directed staff to direct most legal questions first to the Office of Special Projects, which will assist where appropriate, or re-direct issues, as appropriate, to the agency's assigned assistant attorneys general.
5. **Training and Guidance** – The Office of Special Projects provides resources to LEAs requesting training or guidance on issues of education law, student privacy, and educator ethics.
6. **Public Assistance** – Office of Special Projects staff fields calls to USOE from the general public with questions on education law or how to handle various grievances with the public education system.
7. **Special Projects** – The Office of Special Projects assists with other projects that arise from time to time under the direction of the State Superintendent of Public Instruction.