

School Community Council and Charter Trust Lands Council* Information For School Websites

Effective September 2019

On or before October 20th:

- Council member names with a direct email, phone number or both
(The school email or phone numbers are not acceptable for parent members.)
- Proposed meeting schedule for the school year
- A report to parents on how the School LAND Trust Program funds were used in the prior year and what was accomplished for students

53G-7-1202(6) School Community Councils and Charter Trust Lands Councils

At least one week before each school community council meeting:

- Notice of the time, place and date of the meeting
- Meeting agenda
- Draft minutes of the previous meeting

53G-7-1202(5) School Community Councils and Charter Trust Lands Councils

These items should always be on the website:

- The school's Teacher and Student Success Plan
- Opportunities provided to parents by serving on the school community council and how parents can directly influence the expenditure of School LAND Trust funds
- Dollar amounts received by the school each year through the program

277-491-4(2) School Community Councils

- Rules of order and procedure the council uses to conduct meetings

53G-7-1202(10) School Community Councils and Charter Trust Lands Councils

If a district has in place a process for electronic voting, the website will include at a minimum:

- Directions for electronic voting to elect parents for the school community council
- How a parent may vote by paper ballot, if preferred

R277-491-3 School Community Councils

Optional, but encouraged:

- Notice of the election that includes the dates, times and location, open positions, and how to file. This notice should be posted at least ten days prior to the election.
- This notice could include the form for filing for a council position.

*Charter Trust Lands Councils who are not also the governing board. Governing Boards are subject to posting and noticing requirements of the [Open Public Meetings Act, Utah Code Title 52, Chapter 4](#), and must also include a summary of their School LAND Trust Final Report on their website by October 20 of each year.