

Leading School Community Councils: Responsibilities of Local School Boards

Utah School Boards Association Conference - January 2016

Rubric Suggestions

Land Trust Plan Approval Guidelines
(Suggestions Only – each district customize)

A Land Trust Plan can have up to 5 academic goals –The average is 2-3 goals depending on school need.

- For each goal, do you understand how it addresses the greatest academic need?
- Does each goal specify how they will monitor for progress towards achieving the goal?
- The goal has to be measurable to see whether the expenditure of LAND Trust money assists in progress towards the goal. Does each goal specify measurable outcomes that the SCC may evaluate in a timely manner the next year?

Up to \$5000 or 20% of LAND Trust money (no more) can be allocated towards character education/behavior interventions, including suicide prevention and digital citizenship.

- Is the money allocated within the allowable limits (\$5000 or 20% of total LAND Trust allowance)?

The LAND Trust money allocation is to benefit the students of a school within the calendar year it is allotted. Schools are allowed to carryover up to 10% of funds, if a valid reason is given. Will this school have carryover? Is it under 10%?

- What percentage of funds are they carrying over?
- Is a reason given?
- Did the school have carryover going into this year?
- Was there unplanned carryover? What was the reason for this?
 - Could this additional carryover be allocated to your “additional funds” goals?

Does the school state a specific use for expenditures if there is an increased distribution?

All money amounts must be accounted for in each goal.

- Are expenditures mentioned in the narrative portion of the goal?
- Do dollar amounts in the planned expenditures, expenditure categories, and the financial proposal match?

Does a signature page accompany the LAND Trust Plan? Are all signatures there or explanation given as to why they are missing?

(Boards use this to see if members are actually participating. Most signature sheets would include the language that says, “I fully participated in the development and creation of my school’s School Improvement Plan and LAND Trust Plan.” The state also has an online assurance, but this assurance may not happen until after your board has approved the plans, so you may want your district to create a signature page separately.)

School Improvement Plan:

Is the LAND Trust Plan aligned to the School Improvement Plan?

Look for any incongruencies.

Board members will receive a statement from principal/SCC Chair pertaining to the involvement of the SCC in the development of the SIP. *(This is a unique decision that should be made in each district).*

Sample