

LEADING SCHOOL COMMUNITY COUNCILS:

RESPONSIBILITIES OF LOCAL SCHOOL BOARDS

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LOCAL BOARD RESPONSIBILITIES

“The School LAND Trust Funding is unique because it is the only state funding where the use is driven by the local school community council and solely approved by the local school board. It is imperative that the responsibility to review and approve the plans for funding be taken very seriously by the local school board. If plans are approved that do not meet the criteria set forth by the legislation and rule, it falls back on the local board to answer for their actions.”

USBA

ROLE OF LOCAL BOARDS

Local school boards are the adjudicator and protector of these funds that are intended to benefit the public-school children of Utah in perpetuity.

RELATIONSHIP BETWEEN THE BOARD AND COUNCILS

The Council is a recommending body – The Board must approve Council plans

Boards may request input from the Council

Councils may advise and make recommendations to school and district administrators and the Board

As the governing body, the Board is responsible for Council training and compliance



CONSULT ON
TEACHER & STUDENT
SUCCESS PLAN



SCHOOL LAND
TRUST PLAN
IMPLEMENT AN ACADEMIC
COMPONENT OF TSSP



DIGITAL
CITIZENSHIP
REVIEW



SCHOOL SAFETY
PRINCIPLES
PLAN

THE WORK OF COUNCILS

SEVEN KEY LOCAL BOARD RESPONSIBILITIES IN CODE AND RULE

Training provided for all School Community Council members and Board Members

Read and approve School LAND Trust plan

Assure compliance with state law and board rules

Provide information & data to councils so they may complete their work

Provide annual reports to councils related to Digital Citizenship and School Safety

Disbursement of funds to schools for adherence to LAND Trust Plan

Approve election timelines

BEST PRACTICE: Review Final Reports - Board reviews or staff reviews and reports to Board.

PLAN APPROVAL

Local Boards are Approving
Entities

Local boards determine the due
date of the plans

School LAND Trust plans come to
the local boards first for their
approval.

Read and approve plans or return
plans to the council for amendment
and resubmission before May 15th

COUNCIL GOALS

Councils are required to review schoolwide assessment data annually

Goals must address identified critical academic need

Goals must be

Academic

Data Driven

Student Focused

Measurable

PLAN EXPENDITURES

Expenditures should be used for data-driven and evidence-based practices and services

Local boards and districts may not require a council to spend SCC funds on a specific use or set of uses

A council may spend no more than \$7,000 on the following:

- Civic and character education
- Digital citizenship training

If included, Behavioral Programs/PBIS must be part of a *measurable academic goal*

PLAN APPROVAL

The local board should make sure that the money is being spent to meet critical academic needs, and that it directly impacts the instruction of students and improves academic excellence.

AMENDMENTS TO THE PLAN

- Must be reviewed and approved by the council.
- Must reference a measurable academic goal
- Entered on [SchoolLANDTrust.org](https://www.schoollandtrust.org)
- Approved by local board
- Reviewed for compliance by USBE School Children's Trust Section

DISTRICT STAFF ASSISTANCE

Training	Develop and implement training of SCCs
Preview	Preview plans, amendments, & final reports. Work with SCCs to get documents prepared for Board review
Signature Pages	Develop and assure signatures pages are signed, relay concerns to the Board
Provide Data	Provide SCCs with data and information needed to develop strong academic plans
Digital Citizenship and Safety	Provide required information to councils to review Digital Citizenship and prepare a School Safety Principle Plan

DISTRICT BUSINESS OFFICE

Management of funds will generally be done by the District Business Manager for schools with approved plans

If expenditures don't match plans, the district is non-compliant

SUGGESTED BEST PRACTICES

Final Report review by district staff/board:

- Were expenditures consistent with those outlined in the plan?
- Did the outlined action plans lead to academic goals being met?

Encourage SCCs to review LAND Trust Plan budget throughout the year and make sure the money is being spent accurately according to the plan

Review current year plan implementation, don't just focus on preparing next year's plan

SUGGESTED BEST PRACTICES

Boards should examine where SCC money is being spent. If it is something that is global and consistent, you may want to consider whether that is something you should be covering in your budget

Visit SCCs in your Board area each year

Encourage SCCs to give input on Board study items

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