

# LEADING SCHOOL COMMUNITY COUNCILS:

# RESPONSIBILITIES OF LOCAL SCHOOL BOARDS

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January 2020

## 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

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

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Boards may request input from the Council

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

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

# BOARDSMANSHIP

The most effective boards have a policy regarding board member expectations in working with School Community Councils.

This policy could include:

- Upcoming Year Plan review assignments and rubric

- Expectations when meeting with councils

- How the board requests input from councils and council members

- Final Report review

- Providing data to councils

- Digital Citizenship report

- School Safety principles report

- Election timeline

- Secure Elections (electronic voting?)

- Required training

  - of the board

  - from the board to councils



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

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Local Boards are Approving  
Entities

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Local boards determine the due  
date of the plans

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

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

# 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://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

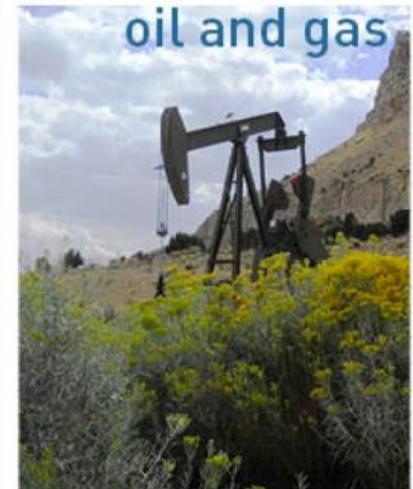
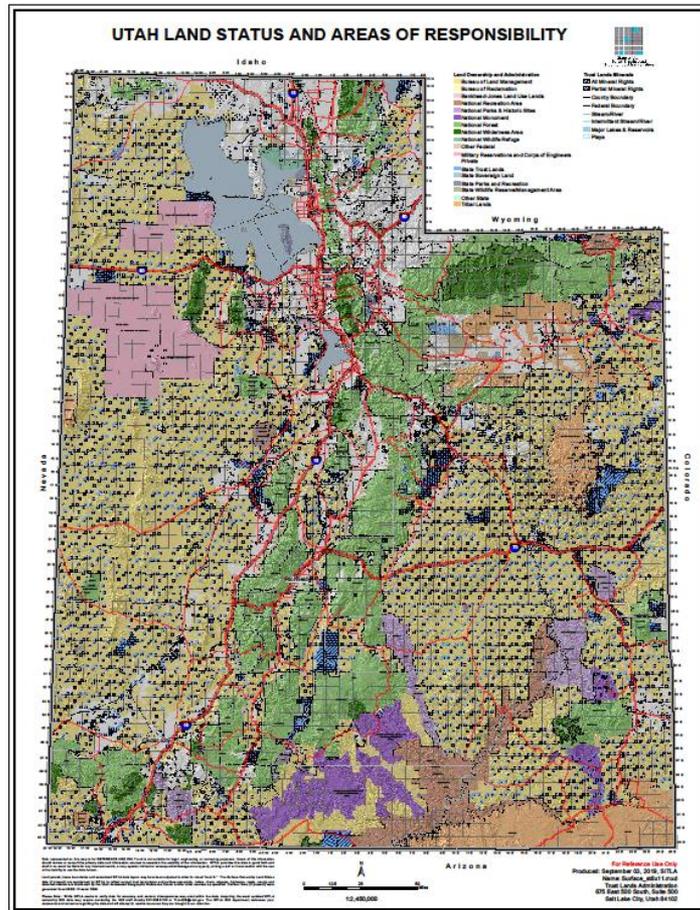
Boards could:

Examine where SCC money is being spent. If it is something that is global and consistent, consider whether it should be in the district budget

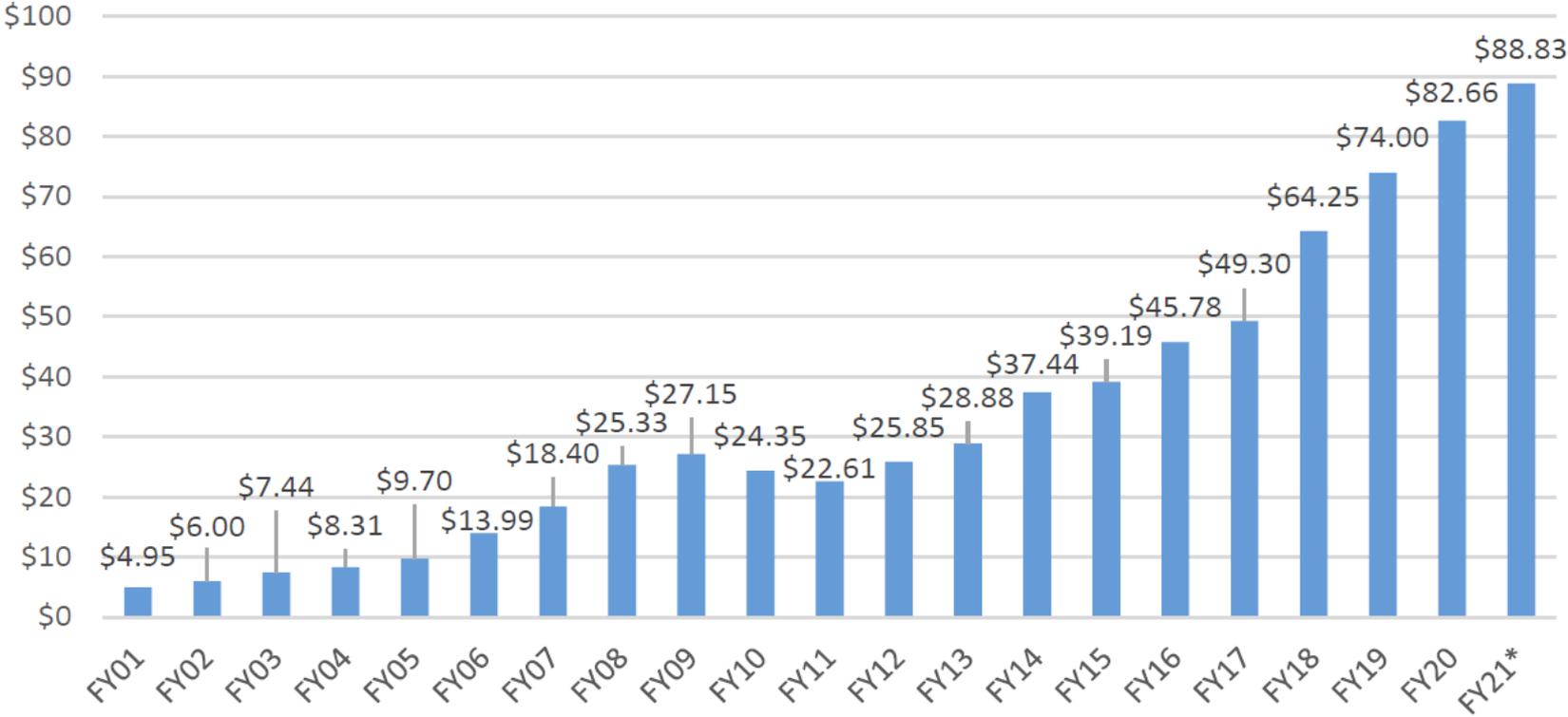
Visit SCCs in your Board area each year

Encourage SCCs to give input on Board study items

# SCHOOL TRUST LANDS



# Annual Statewide Distribution in Millions of Dollars



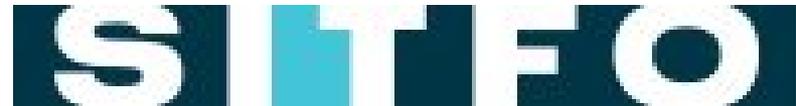
**DISTRIBUTION FROM THE  
PERMANENT STATE SCHOOL FUND**

# THE TRUSTEES THAT MANAGE THE LAND AND FUND

SITLA



SITFO





# THE BENEFICIARY

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