SCC Training 2015  ALL MEMBERS
Granite District Board of Education

- Comprised of 7 members serving 4-year terms. Elected by geographical precincts throughout the district. Holds meetings on the 1st Tuesday with a study session on the 3rd Tuesday (as needed). Acts as a board of directors. Policy-making authority
- Authority regarding administrative and school organization
- Taxing entity
- Approve ALL LAND Trust Plans
Lands Held in Trust

Utah Schools own millions of acres throughout Utah that are used to support schools.

SITLA manages these lands to create revenue for Utah schools.

The revenue is invested by the state treasurer.

The dividends are distributed to local schools.

SCCs develop plans to use the funds to improve academic performance at your school.

Granite District received almost $4 million for this school year (High School - $65k, Junior High - $45k, Elem - $35k)
Open Meetings

- Meetings are open to the public
- Meeting schedule and roster w/contact info out to patrons at least 6 weeks after school has started and on website
- Agenda with date, time, location and minutes from previous meeting
- Must adopt rules and procedures for conducting meetings*
- Quorum must be present and roll call votes must be recorded in minutes
- Voting should be conducted in the meeting and the principal CAN vote!
Developing the Plan

- Evaluate assessment data
- Identify critical academic needs
- Recommend action
- Write steps for implementation

- It must be listed on the agenda in order to take action (vote)
"I never guess. It is a capital mistake to theorize before one has data. Insensibly one begins to twist facts to suit theories, instead of theories to suit facts." - Sir Arthur Conan Doyle

School LAND Trust Plan
(sub-set of the SSAP)
You have already assessed academic needs and identified priorities in preparing your SSAP. Now you select goals in which you will focus funds.

GET STARTED BY:

- Selecting a Goal
- Needs to be S.M.A.R.T
BE SMART IN YOUR GOALS!!
LAND Trust Funds $$

- Decide how much $$$ for implementation
- Create a budget
- Do you have that much money?
- Is there a grant or matching funds or are business partners interested in being involved?
- KNOW what you can and cannot fund
School LAND Trust Plan

...lastly

- Measure your progress
- Approve the Plan and Submit Online (Spring)
  - Execute and share results
- Publicize your plan

Remember, continued funding depends on policy makers being informed and supportive of how the money is used.

And finally....submit your final report online in the fall after implementation.
Show me the MONEY$$

Not a safety net for declining enrollment

LAND Trust funds should address the most pressing academic need

Spend the money on your plan

Plan to spend all of your money (No Carry-over)

REVIEW EXPENDITURES AT EVERY MEETING
Amending your plan

- Plans are written in the Spring
  - Try to write the plan considering all data and anticipate a larger distribution
  - Be specific to your goals and flexible to various solutions
- In the Fall, a more pressing academic need may arise that was not anticipated
- Process to amend a plan
  - SCC Meets and Approves (Action items must be on the agenda)
  - GSD allows school to amend plan on the web page (Vote is recorded)
  - GSD School Board must approve amendments
  - USOE approves amendments
Other Plans

- Reading Achievement Plan
- Child Safe-walking Route (SNAP Plan)
- Review Bullying Policies
Website Requirements

- Names and contact info for members (email and phone)
- Proposed schedule for the year
- A LAND Trust Plan summary from the previous year (including accomplishments and how the money was spent)
- Info must be sent home as well
- Rules of Order and Procedures (adopted)
- Meeting minutes from the previous 3 years
Legislative Changes

- SB 131 - Student Leadership Grants
- HB 213 - Digital Citizenship requirements
State Audit

Meeting minutes are insufficient and are not being posted online.

Double check your expenditures to make sure they meet statutory requirements.

NO CARRYOVER - our District had over 50% of the statewide carryover balance.

What does “Systemic” Parent Engagement look like?

Parent engagement is infused into everything you do.
Any strategies to solve any of the challenges at your school will include a parent engagement element.

Parents are driving the discussion...AND SOLUTION.

The parent engagement discussion is infused into all your systems, activities and programs.

SCCs are the perfect place to address aligning parent engagement efforts with school goals!!

Model Meeting
Welcome and Minutes approval

Principal’s report (expenditures)

Plan progress

Other items

Questions and Discussion
SCC Training 2014
Chair/Vice-Chair
Officer Responsibilities

• Officers should be elected at your first meeting of each council year (every year) and officer specific training is NOW required
  
  • Can elect a chair and vice-chair (Chair must be a parent member, vice-chair can be either)

• Principal may NOT serve as an officer although they are a voting member of the council

• Once your elections are complete and your officers elected, PLEASE SEND YOUR COMPLETED ROSTERS TO THE COMMUNICATIONS OFFICE.

• Please review the officer responsibilities at your first council meeting (as outlined on pages 17-18)
Meeting Minutes

• Purpose of meeting along with date, time and location

• Attendees (including those who are visiting) - have a sign in sheet

• BRIEF summaries of discussion, motions and outcomes

• Assignments!!

• Take note of time - start and end times, length of discussion

Other Tips-
Agendas (Items must be on the agenda in order to take action)

As such, develop a consistent and standard order of business

- Call to order
- Approval of minutes
- Reports
- New business

Other Tips-
Meeting Order and Procedures (see handout)

Must adopt rules of order and procedure to govern meetings (i.e. - parliamentary procedure, ethical behavior & civil discourse).

- Simple and consistent structure
- Clear
- Outline parameters of discussion
- How votes are taken
- Provides opportunities for everyone to participate (including visitors)
- Additional resources on www.schoollandtrust.org