

School Community Council Responsibilities

Reason for SCC establishment ([53G-7-1202](#)):

- a) involve parents of student in decision making at the school level;
- b) improve the education of students;
- c) prudently expending School LAND Trust Program money for the improvement of students' education through collaboration among parents, school employees and the local school board; and
- d) increasing public awareness of:
 - i. school trust lands and related land policies;
 - ii. management of the State School Fund established in Utah Constitution Article X, Section V; and
 - iii. educational excellence

Review school-wide assessment data annually to identify critical academic needs and use School LAND Trust Program funds in data-driven and evidence-based ways to improve educational outcomes, consistent with the academic goals of the school's teacher and student success plan framework and the priorities of the LEA governing board.

Assist in the development and implementation of school plans in accordance with state law, state board rule and district policy:

1. TSSP (School Improvement) ([53G-7-1305](#))
2. Trust LAND Plan (expend these dollars to support a goal in TSSP) ([53G-7-1206](#))
3. School Safety Plan ([53G-7-1202\(v\)\(A\)\(B\)](#))
4. Safe Technology and Digital Citizenship Plan ([53G-7-1202\(ii\)\(D\)](#); (iii); (iv))
 - Provide for education and awareness on safe technology utilization and digital citizenship that empowers:
 - a student to make smart media and online choices; and
 - a parent to know how to discuss safe technology use with the parent's child
5. Positive Behavior Plan ([53G-7-1202](#)) ([53G-10-407](#)) to address student use of tobacco, alcohol, electronic cigarettes, etc...

Advise & Recommend to school and school district administrators and the local school board regarding:

1. the school & its programs;
 - a. example: school attendance policy
2. school district programs;
 - a. High school councils may (if the SCC chooses) discuss and advise local boards about the possible benefits and consequences of a later start to the school day for high schools.
 - b. school breakfast- may (if the SCC chooses) to advise the local board to opt out of the program
3. a child access routing plan ([53G-4-402 \(17\)\(a-d\)](#))Elementary and Middle Schools);
4. other issues relating to the community environment for students;

Partner with the school's principal and other administrators to ensure that adequate on and off campus Internet filtering is installed and consistently configured to prevent viewing of harmful content by students and school personnel, in accordance with local school board policy and Subsection [53G-7-216\(3\)](#).

Ensure parents can access information regarding the council and its roles by providing required information on school website.

Updated yearly on or before October 20th: [53G-7-1203\(6\)](#)

- 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

Always on the school website – updated as needed: [R277-491-4\(2\)](#)

- Approved council minutes for the current school year (new)
- Teacher and Student Success Plan (other information required by [53G-7-1304](#))
- 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 amount received by the school each year through the program

At least one week before each school community council meeting: [53G-7-1203\(5\)](#)

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

Always on the school website, updated as needed, with a copy at every meeting [53G-7-1203\(10\)](#)

- Rules of order and procedure the council uses to conduct meetings [R277-491-6](#)
There is a Rules of Order and Procedure template on <https://schools.utah.gov/schoollandtrust/councils>.

If a district has in place a process for electronic voting, the website will include: [R277-491-3](#)

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