

1 **R277. Education, Administration.**

2 **R277-427. LEA Financial Information Systems.**

3 **R277-427-1. Authority and Purpose.**

4 (1) This rule is authorized by:

5 (a) Utah Constitution Article X, Section 3, which vests general control and  
6 supervision over public education in the Board;

7 (b) Subsection 53E-3-401(4), which allows the Board to make rules to execute the  
8 Board's duties and responsibilities under the Utah Constitution and state law; and

9 (c) Section 53E-3-518, which directs the Board to make rules to implement a  
10 uniform LEA Financial Information System statewide.

11 (2) The purpose of this rule is to establish:

12 (a) required LEA financial information system components;

13 (b) procurement requirements for LEA financial information systems; and

14 (c) grant procedures for funds to assist LEAs in acquiring LEA financial information  
15 systems.

16 **R277-427-2. Definitions.**

17 (1) "LEA data system" has the same meaning as defined in Subsection 53E-3-  
18 518(1)(a).

19 (2) "LEA Financial Information System" has the same meaning as defined in  
20 Subsection 53E-3-518(1)(b).

21 **R277-427-3. LEA Responsibilities.**

22 (1) An LEA shall update LEA data systems and LEA financial information systems  
23 by July 1, 2023 in compliance with Subsection 53E-3-518(6)(a).

24 (2) An LEA data system shall include functionality to communicate with Board  
25 information management systems.

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**R277-427-4. Cooperative Contract and Grant.**

(1) By January 1, 2022, the Superintendent shall enter into a cooperative contract with multiple vendors capable of meeting the criteria of Section R277-427-3 for Utah LEAs.

(2) The Superintendent shall include data in the following areas as part of a cooperative contract:

- (a) financial accounting;
- (b) training and establishment of minimum modules within the financial system;
- (c) standard forms and reporting;
- (d) content or e-document management;
- (e) advanced purchasing and procurement systems;
- (f) purchasing cards;
- (g) data warehouse systems;
- (h) business intelligence;
- (i) cloud hosting services;
- (j) accounts receivable system;
- (k) budget preparation system;
- (l) applicant portal;
- (m) bid system;
- (n) bank and check reconciliation systems;
- (o) fixed asset systems;
- (p) campus, student, and pupil accounting;
- (q) human resources system, with access to relevant and necessary human resources data; and
- (r) Utah state reporting (interoperable with the state transparency system).

(3) An LEA shall incorporate the components identified in Subsection (2) as a best practice.

(4) By February 1, 2022, the Superintendent shall prepare and make available to

55 LEAs an application for grant funding or reimbursement in accordance with Subsection  
56 [53E-3-518](#).

57 (5) The Superintendent shall notify applicants of funds eligibility by May 1, 2022.

58 (6) The Superintendent shall disburse funds to applicants on a reimbursement basis  
59 taking into account:

60 (a) the amount of funds available;

61 (b) the number of applicants; and

62 (c) the needs of the applicants in meeting the best practices identified in Subsection  
63 (2).

64 (7) After July 1, 2023, the Superintendent may initiate corrective action against an  
65 LEA in accordance with Rule [R277-114](#) if an LEA fails to implement the required data  
66 systems.

67 **KEY: Financial Information System, procurement , grant procedures**

68 **Date of Enactment of Last Substantive Amendment:**

69 **Authorizing, and Implemented or Interpreted Law: [Art X Sec 3; 53E-3-401](#)**