

1 **R277. Education, Administration.**

2 **R277-491. School Community Councils.**

3 **R277-491-1. 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; and

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.

9 (2) The purpose of this rule is to:

10 (a) provide procedures and clarifying information to a school community council to
11 assist the council in fulfilling school community council responsibilities consistent with
12 Sections [53G-7-1202](#) through [53G-7-1203](#);

13 (b) provide direction to a local school board, school, and school district in
14 establishing and maintaining a school community council;

15 (c) provide a framework and support for improved academic achievement of
16 students that is locally driven from within an individual school;

17 (d) encourage increased participation of a parent, school employee, and others to
18 support the mission of a school community council;

19 (e) increase public awareness of:

20 (i) school trust lands;

21 (ii) the permanent State School Fund; and

22 (iii) educational excellence; and

23 (f) enforce compliance with the laws governing a school community council.

24 (3) This rule does not apply to charter schools.

25 **R277-491-2. Definitions.**

26 (1) "Local school board" means the locally elected school board designated in
27 Section 53G-4-201.

28 (2) "Parent member" means the same as the term is defined in Section [53G-7-](#)
29 [1202](#).

30 (2)(a) "Principal" means an administrator licensed as a principal in the state and
31 employed in that capacity at a school.

32 (b) "Principal" includes a specific designee of the principal.

33 (3)(4) "School community" means the geographic area a school district designates
34 as the attendance area, with reasonable inclusion of a parent of a student who attends the
35 school but lives outside the attendance area.

36 (4)(5) "Student" means a child in a public school, grades kindergarten through 12,
37 counted on the audited October 1 fall enrollment report.

38 **R277-491-3. School Community Council Member Election Provisions.**

39 (1) In addition to the election notice requirements of Section [53G-7-1202](#), the
40 principal shall provide notice of:

41 (a) the location where a ballot may be cast; and

42 (b) the means by which a ballot may be cast, whether in person, by mail, or by
43 electronic transfer.

44 (2)(a) A school community council may establish a procedure that allows a parent to
45 mail a ballot to the school in the event the distance between a parent and the voting
46 location would otherwise discourage parental participation.

47 (b) A mailed or hand-delivered ballot shall meet the same timeline as a ballot voted
48 in person.

49 (3)(a) A school, school district, or local school board may allow a parent to vote by
50 electronic ballot through a district approved election process that is consistent with the
51 election requirements in Subsection [53G-7-1202\(5\)](#).

52 (b) If allowed, the school or school district shall clearly explain on its website the
53 opportunity to vote by electronic means.

54 (4) In the event of a change in statute or rule affecting the composition of a school
55 community council, a council member who is elected or appointed prior to the change may
56 complete the term for which the member was elected.

57 (5)(a) A public school that is a secure facility, juvenile detention facility, hospital
58 program school, or other small or special school may receive School LAND Trust Program
59 funds without having a school community council if the school demonstrates and
60 documents a good faith effort to:

61 (i) recruit members;

62 (ii) have meetings; and

63 (iii) publicize the opportunity to serve on the council.

64 (b) A local school board shall make the determination whether to grant the
65 exemption for a school described in Subsection (5)(a).

66 **R277-491-4. School Community Council Principal Responsibilities.**

67 (1) Following an election, the principal shall enter and electronically sign on the
68 School LAND Trust Program website a ~~[Principal's Assurance Form]~~ principal's assurance
69 affirming:

70 (a) the school community council's election;

71 (b) that ~~[vacancies were filled by election if]~~ unfilled positions were filled by
72 appointment as necessary, consistent with Subsection [53G-7-1202\(5\)](#); and

73 (c) that the school community council's bylaws or procedures comply with Sections
74 [53G-7-1202](#), [53G-7-1203](#), ~~[Rule R277-477;]~~ and this rule.

75 (2) ~~[In addition to the requirements of Subsections [53G-7-1203 \(5\)](#) and [\(6\)](#);~~ To
76 encourage parental involvement in a school, each year the principal shall post the following
77 information on the school's website on or before October ~~[20]~~1:

78 (a) an invitation to a parent to serve on the school community council ~~[that includes~~
79 ~~an explanation of how a parent can directly influence the expenditure of the School LAND~~
80 ~~Trust Program funds];~~

81 (b) the dollar amount the school receives each year from the School LAND Trust
82 Program;

83 (c) a copy of or link to the school's current Teacher and Student Success Plan [~~as~~
84 ~~required in Section 53G-7-1302 and~~];

85 (d) approved minutes of [~~approved~~] the school's council meetings for [~~the current~~
86 ~~school~~] for at least a year[-];

87 (e) a proposed council meeting schedule for the year;

88 (f) direct contact information for each council member, including a telephone
89 number or email address, or both;

90 (g) a copy of or link to the school's plan or final report for the most recent two prior
91 years, consistent with Section [53G-7-1206](#); and

92 (h) a copy of or link to the school's current year plan.

93 **R277-491-5. School Community Council Chair Responsibilities.**

94 (1) After the school community council election, the school community council shall
95 annually elect at the council's first meeting a chair and vice chair in accordance with
96 Subsection [53G-7-1202](#)(5)(j).

97 (2) The school community council chair shall:

98 (a) set the agenda for every meeting;

99 (b) conduct every meeting;

100 (c) keep written minutes of every meeting, consistent with Section [53G-7-1203](#);

101 (e) inform council members about resources available on the School LAND Trust
102 Program website; and

103 (f) welcome and encourage public participation in school community council
104 meetings.

105 (3) The chair may delegate the responsibilities established in this section as
106 appropriate at the chair's discretion.

107 **R277-491-6. School Community Council Business.**

108 (1)(a) The school community council shall adopt rules of order and procedure to
109 govern a council meeting in accordance with Subsection 53G-7-1203(10).

110 (b) The rules of order and procedure shall outline the process for:

111 (i) electing the school community council, including:

112 (A) the number of parent members and school employee members on the council;

113 and

114 (B) ~~[beginning dates for the term of each member's position]~~ member positions
115 beginning in odd years or even years to ensure half of the council members positions are
116 open for election each year;

117 (ii) selecting a chair and vice chair;

118 (iii) removing from office a member who moves away or fails to attend meetings
119 regularly; and

120 (iv) a member to declare a conflict of interest if required by the local school board's
121 policy.

122 (2) The school community council shall:

123 (a) report on a plan, ~~[program, or expenditure]~~ including programs, practices, and
124 expenditures at least annually to the local school board; and

125 (b) encourage participation on the school community council by members of the
126 school community and recruit a potential candidate to run for an open position on the
127 council.

128 (3)(a) The principal shall provide an annual report to the school community council
129 that summarizes current safety principles and practices used by the school district and
130 school to facilitate the school community council's responsibilities under Subsection[s]
131 53G-7-120[3(3)(a)(iii)(D), (iv), and (v)]2(3).

132 (b) The report described in Subsection (3)(a) shall include:

133 (i) information concerning internet filtering protocols for school and district devices
134 that access the internet;

135 (ii) local instructional practices, monitoring, and reporting procedures; and

136 (iii) internet safety training provided to a student and parent by the school or district.

137 ~~[(c) A school community council's School LAND Trust Program plan may not conflict~~
138 ~~with the school district's approved LEA plan related to a digital teaching and learning grant~~
139 ~~awarded to the school district under Title 53F, Chapter 2, Part 5.]~~

140 (4) A school community council shall comply with the requirements of Subsection
141 53G-7-1202(3)(vi).

142 (5) A school community council may advise and inform the local school board and
143 other members of the school community regarding the uses of School LAND Trust
144 Program funds.

145 (6) A school community council may hold electronic meetings consistent with:

146 (a) the policies of the local school board; and

147 (b) the requirements of Section [53G-7-1203](#).

148 **KEY: school community councils**

149 **Date of Enactment or Last Substantive Amendment:**

150 **Notice of Continuation: June 16, 2020**

151 **Authorizing, and Implemented or Interpreted Law: [Art X Sec 3](#); [53E-3-401\(4\)](#); [~~53A-~~**
152 ~~**1a-108; 53A-1a-108.1; 53G-7-12**]~~ **Title 53G, Chapter 7, Part 12**