Looking for guidance on fundraising???

Look at the newly renamed and reclassified G-27 board policy and administrative procedures! I-17: Student Fundraising Activities is now G-27: Fundraising Activities. The administrative procedures highlight that they are applicable to all fundraising activities that occur in a school whether that is a teacher fundraising activity or a student fundraising activity. Also, language has been added to clarify prohibited uses of fundraising proceeds.

There is an important requirement that we also need you to be mindful of: parents must be notified in advance of the details of any fundraising activity. After consulting with Missy McKay-Whiteurs, the district-wide athletic director, the deadline for notifying parents of any proposed fundraising activity is 30 calendar days prior to the scheduled date of the activity, and then parents should receive specific details regarding the approved fundraiser at least 14 calendar days prior to the event. This information will be placed in the G-27 administrative procedures as soon as practicable, but we wanted you to have this information right now.

For more information on fundraising activities, please refer to G-27: Administrative Procedures, Fundraising Activities, or contact Rebecca Pittam, interim executive director of school leadership and performance.

In an effort to use the most current and asset-based language, we have revised our I-13: Administrative Procedures, Alternative Language Services, to refer to multilingual learners not just English language learners. Check out the new terminology in the administrative procedures and feel free to contact Peggy Patterson, director of language arts and alternative language services, with any questions or concerns you may have.
Do you love interscholastic athletics and extracurricular activities? Stellar coaches and advisors are critical to the success of those programs. I-15: Administrative Procedures, Interscholastic Athletics and Extracurricular Activities, has been updated to clarify the supervisory requirements for coaches/advisors and highlight specific codes of conduct especially relevant to coaches/advisors. For more information on these requirements, please refer to the administrative procedures or contact Missy Mackay-Whiteurs, district wide athletic director.

In compliance with state law, changes were made to our G-20 process; G-20 is the process through which complaints of bullying, cyber-bullying, hazing, and/or abusive conduct are addressed. State law dictates that this complaint process is available to our school employees and students. For employees who do not work in schools but have similar concerns, those concerns should be addressed to the supervisor of the individual who is engaging the in the prohibited conduct. For more information about the changes to the G-20: Administrative Procedures, Bullying, Cyber-bullying, Hazing, and Abusive Conduct Prohibited, please contact Tina Hatch, compliance officer and Title IX coordinator.

Great news for our volunteers!!! Volunteers with significant unsupervised contact with students – while still needing to complete a background check – will no longer be charged the $25.00 fee associated with that process. For more information on background checks, please refer to G-23: Administrative Procedures, Background Check and Employee Self-Reporting Requirements.

MEDICAL MIX-UP? While we hope that never happens, if any district employee incorrectly administers medication to a student, or an individual experiences an adverse reaction after receiving a medication or vaccine, please remember that a Salt Lake City School District Medication/Immunization Occurrence Report Form must be completed. Completed forms must be provided to the school nurse and principal in these situations. For more information on the administration of medication, please refer to the S-9: Administrative Procedures, Student Health Services and Requirements, or connect with Judi Yaworsky, Salt Lake City School District lead nurse or Mindi Holmdahl, director of student services.

Compliance Corner

Each year Salt Lake City School District asks our 8th, 9th, 10th, and 11th grade students to complete a survey about their interest in athletics/activities. The survey results help the district in many ways, including: 1) providing feedback to improve our current programs; 2) pinpointing areas of concerns, such as those related to our students’ equitable access to these programs; and 3) highlighting potential new programs that are of interest to our students. Watch for the survey in the next couple of weeks and make sure to encourage your students to complete it!

Thanks,

Tina Hatch

Compliance Officer/Title IX Coordinator
Know somebody who needs an educator license or specific endorsement but none of the regular pathways work for that individual? SLCSD-Specific Competency-Based licenses and endorsements allow the district to grant a license or endorsement to an individual with exceptional training or expertise to teach or work in our public schools. These licenses/endorsements can be granted in specific circumstances, are valid only within this district, and are intended for candidates for whom the other licensing routes are unreasonable or untenable. For more information, please review our Board Policy P-6: District Specific Teacher Licensing and its accompanying administrative procedures. Mozelle Orton, executive director of human resource services, and/or Logan Hall, director of human resource services, are also available to answer any questions you may have.

Video Surveillance

As I am sure you all know, we get requests from a variety of sources asking for copies of footage from our surveillance cameras. Before you release a copy of the footage or allow someone to view the footage please review the G-25: Administrative Procedures, Video Surveillance. There are many factors to look at when determining whether to release a video or allow someone to view the footage. You will need to look at what is on the video, who is requesting it, and what they are requesting it for. You need to be extra cautious when there are students on the requested video and when the video is considered part of a student’s educational record. If it is part of a student’s educational record, you need various parental permissions before it can be released under FERPA.

You can also send any requests for footage directly to me if you are unsure whether it should be released or not.

Thank you,

Jillian Norton
GRAMA Officer and Legal Support
jillian.norton@slcschools.org or 801.578.8348