

School Community Council Training

Adapted for Davis School District
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Purpose of School Community Councils

- School Community Councils were formed to create collaboration in decision making at each public school in Utah. The principals, parents, educators and students work together to improve the academic achievement of the students at their school.

The Role of Community Council Members

- More parent members on council than school employee members (at least two more parents than employees)
- Be present and attend each council meeting
- Represent your community on council
- Encourage other community members to participate
- Provide input during council meetings regarding meeting rules of order, school safety plan, safe and digital citizenship, and school TSSA and Trust Lands plan
- Develop Trust Lands Plan and Budget
- Vote on all SCC decisions (must vote on TL Plan & Budget)
- Other jobs and roles as assigned

The Role of Community Council Members

WHO IS ON THE COUNCIL?

- A term is 2 years
- no term limits but to run, you must have a student in the school in the fall
- If your student leaves the school or graduates, you may serve out the remainder of your term
- Staggered terms as required by law

Assignments Given to Councils

Council Input



School Safety

Prepare and implement a plan



Digital Citizenship

Receive and discuss district report



School-Specific Issues

Advise/make recommendations to administrators and the local board



School LAND Trust

Creating and following up on yearly plans



Teacher & Student

Success Plan
Consult with the Principal about the TSSP

The Role of Community Council Chair

- Must be a parent member of Council
- Facilitate Council meetings
- Establish meeting agenda
- Conduct Council meetings according to established and agreed-upon Council meeting rules
- Encourage input from all Council members
- Set meeting schedule to assure that Council requirements are completed to meet established USBE deadlines

The Role of the Principal

- Enter Council member information on USBE Trust Lands website and school website
- Update school Council webpage, as needed
- Submit Trust Lands Plan and Reports
- Coordinate discussions regarding school safety, safe and digital citizenship, school TSSA Plan, and school data dives
- Ensure proper Council elections procedures are followed
- Vote and be an active member of Council

The Role of the Davis School Board

- The approving entity for TL Plans & Budgets
 - Read and approve plans by deadline
- Board may solicit input from local Councils
- Councils may provide input to local Board
- Board is ultimately responsible to see that Council members are provided training and are in compliance with state law & board rules
- Establish due dates for TL & TSSA Plans and Budgets at district level

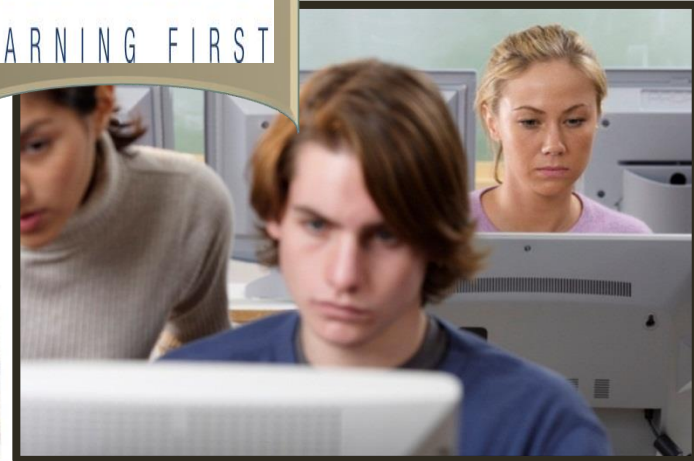
Represent Your Community



Communicate with
neighbors, friends, and
community members



Share the
positive news



Recruit potential new council
members

Random Requests for Gift Cards or Money

AVOIDING SCAMS

Create a separate email address

Create an email just for your SCC duties

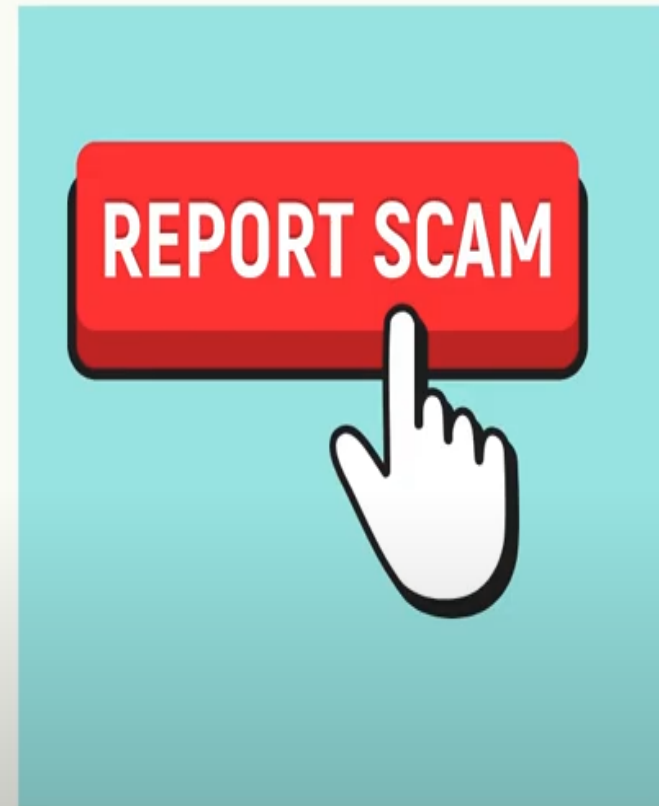
Check out suspicious Emails

Double check the email address

Verify

Your principal will never ask you to send money.

Call the school office with other questions

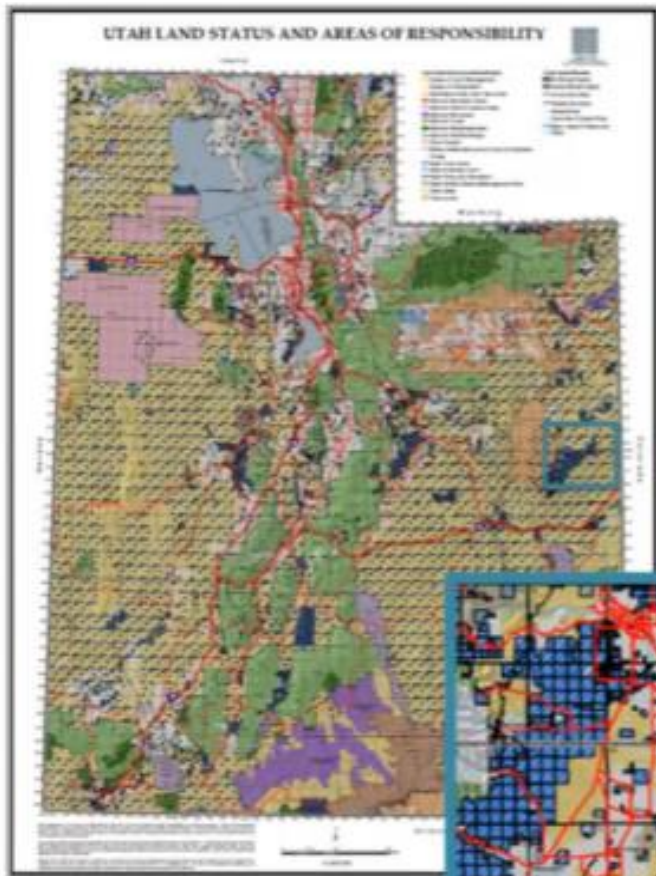


Best Practices for Council Meetings

- Meet almost every month during school year (some Councils do not meet in December & May)
- Put a meeting agenda in place and stick to it
- Follow your established Rules of Order
- Meeting minutes are essential
- Volunteer to take on Council assignments and participate in subcommittees, when needed

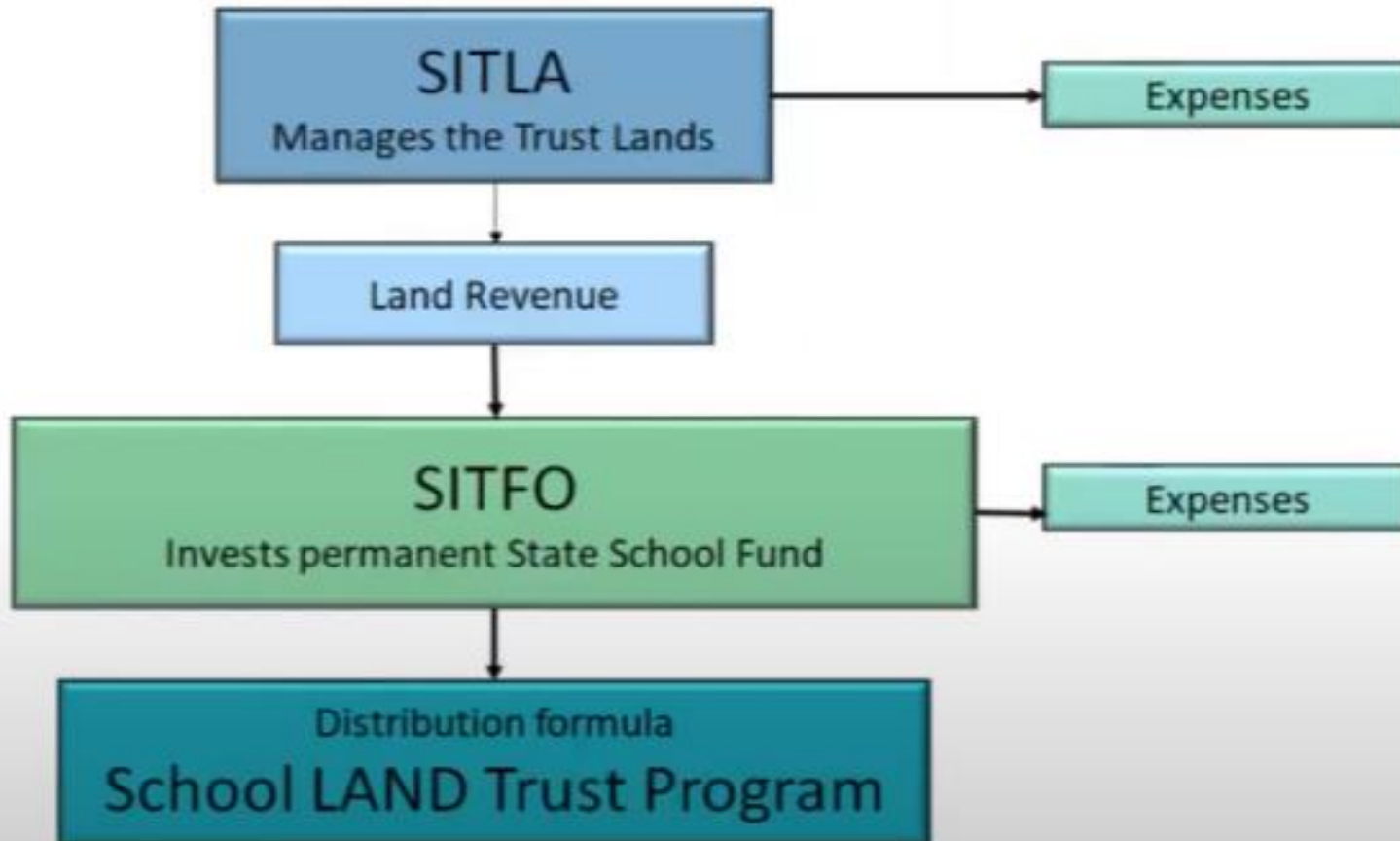
Overview of Trust Lands

The School LAND Trust Program

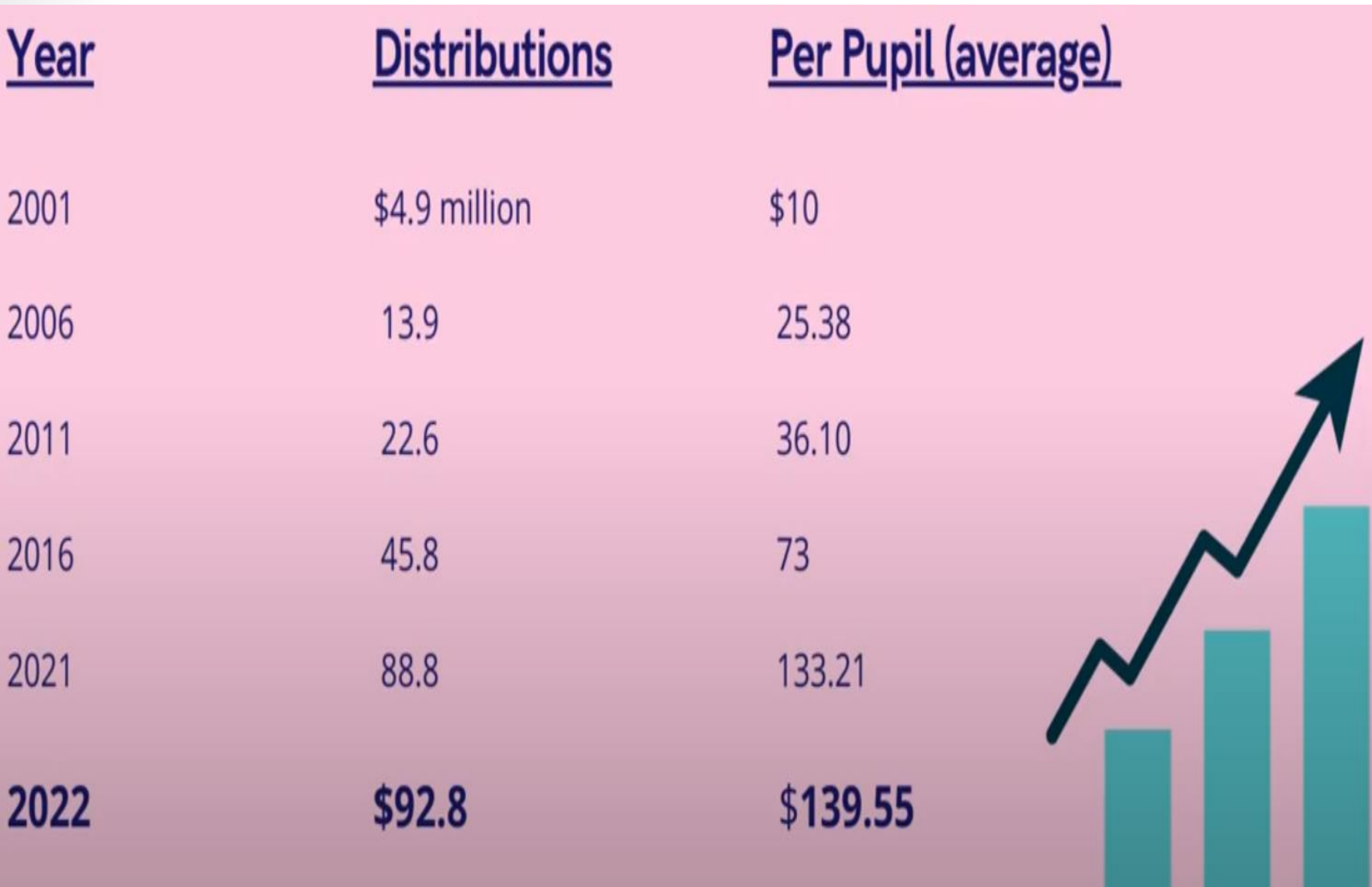


Trust Lands Revenue

Revenue from Trust Land to Utah Schools



Growth in Trust Lands Revenue over the Years



Trust Lands Revenue Increased Again for 2022 - 2023

22-23

DISTRIBUTION

FUNDING \$95,849,770.37

**IN LOCALLY BASED
INITIATIVES**

Creating a School Improvement Plan or a School Trust Land Plan

1

REVIEW DATA

Where are students currently at?

2

DETERMINE GREATEST ACADEMIC NEED

What area is most in need of focus?

3

CREATE A GOAL

Where would you like students to
be in 1 year?

4

DECIDE WHAT YOU NEED

What resources will you need to
achieve that goal?

Creating a School Improvement Plan for Elementary Schools

Greatest Academic Need

First Consideration

Mathematics



Science



English/
Language Arts



Creating a School Improvement Plan for High Schools

Greatest Academic Need

High School
First Consideration

College &
Career
Readiness



Graduation
Rate



Mathematics



Science



English/
Language Arts



Creating a School Improvement Plan

R277-477-4. Appropriate Use of School LAND Trust Program Funds.

(1) Parents, teachers, and the principal, in collaboration with an approving entity, shall review school-wide assessment data annually 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 under Section 53G-7-1304 and the priorities of the LEA governing board, including:

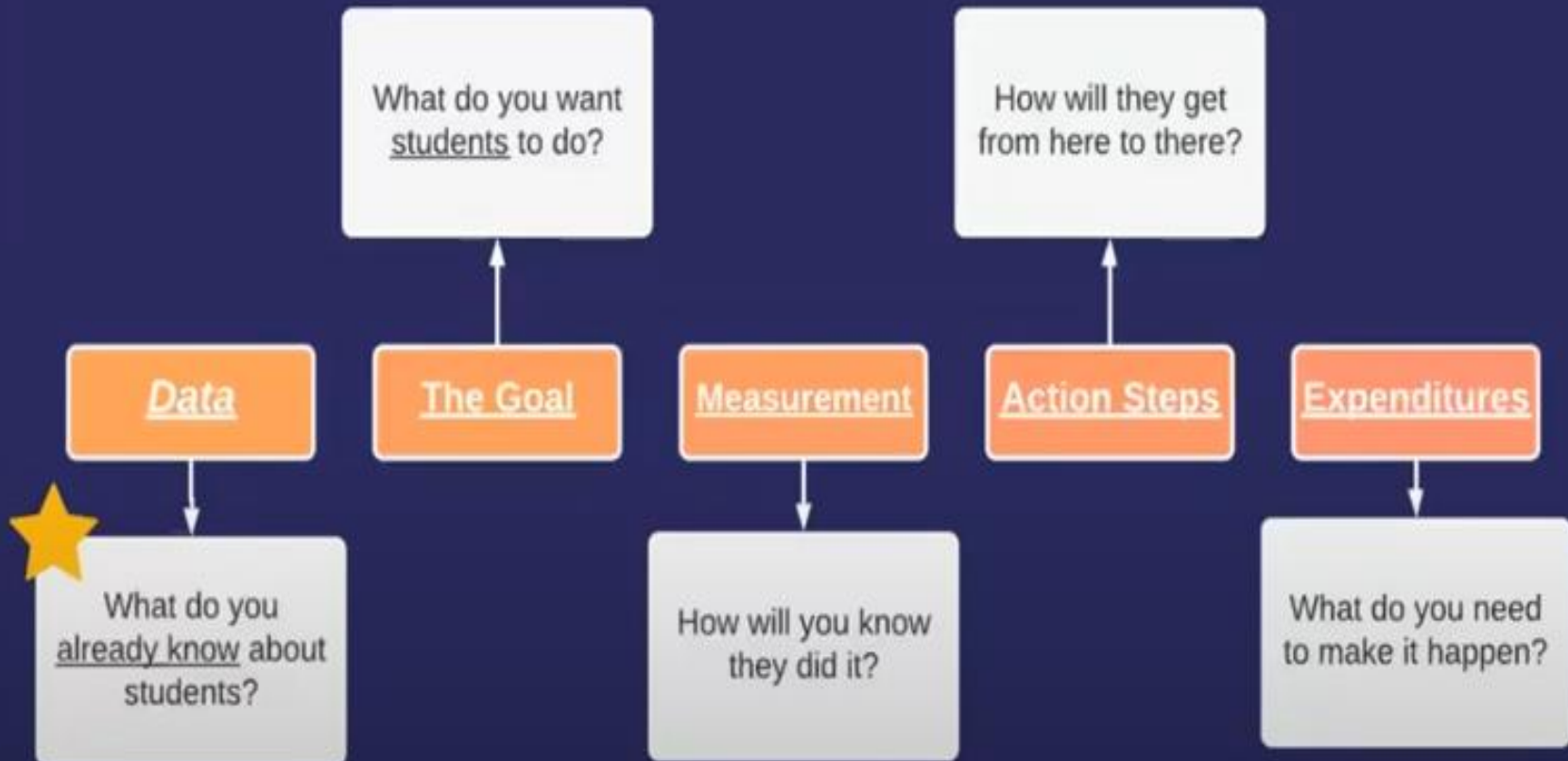
- (a) strategies that are measurable and show academic outcomes with multi-tiered systems of support; and
- (b) counselors and educators working with students and families on academic and behavioral issues when a direct impact on academic achievement can be measured.

(2) A school's School LAND Trust program expenditures shall have a direct impact on the instruction of students in the particular school's areas of most critical academic need and consistent with the academic priorities of the LEA's governing board:

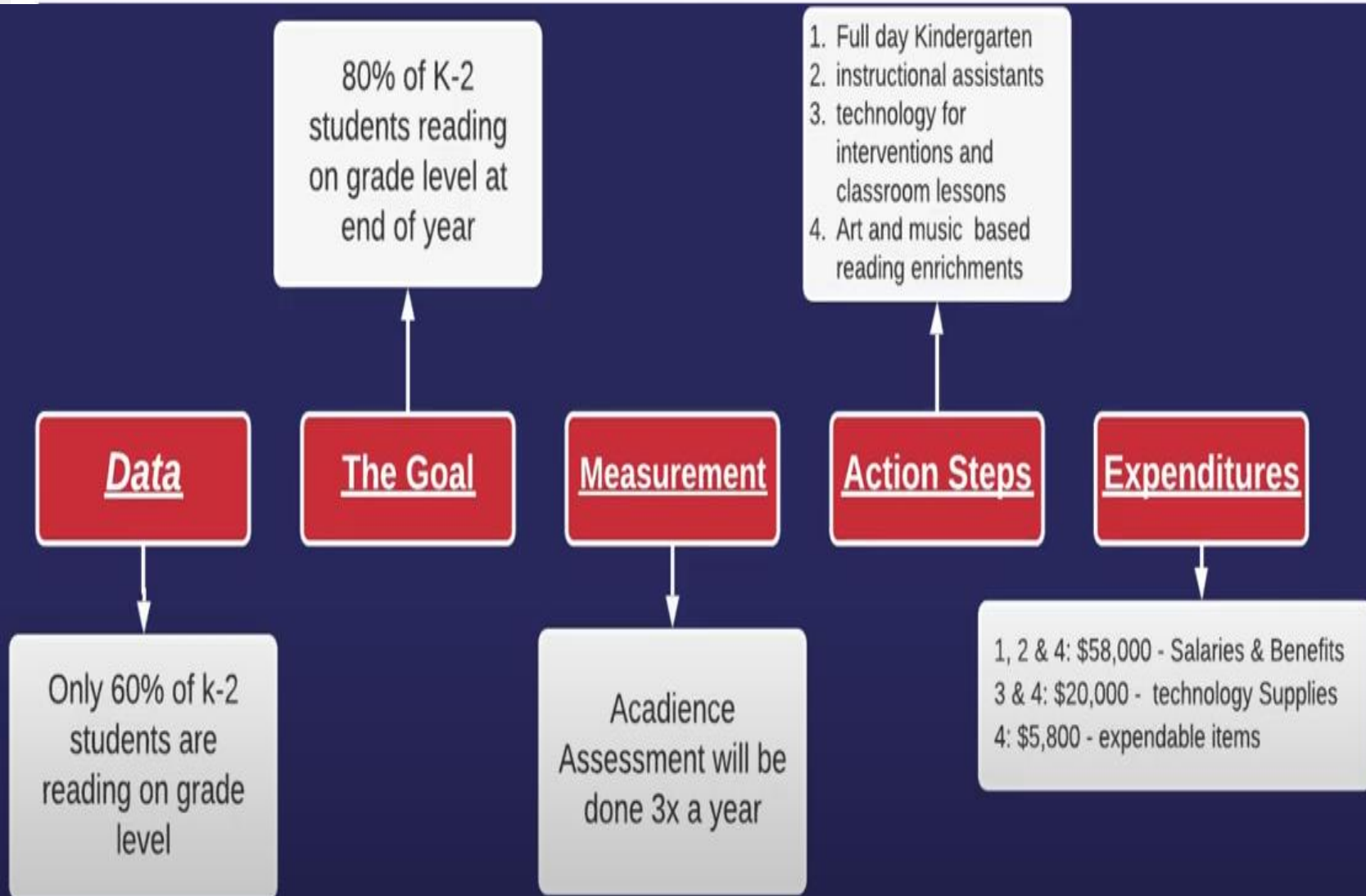
- (a) to increase achievement in:
 - (i) English;
 - (ii) language arts;
 - (iii) mathematics; and
 - (iv) science; and
- (b) for high schools to:

How to Develop a School Improvement Plan

Developing a Plan



An Example of a School Improvement Plan



Sample Timeline for Community Council Planning

August & September

Conduct Fall Elections (If not held in the spring)

Hold First Meeting

- o Orientation for new members and schedule member training. For training, contact your district or at our [training bookings site](#).
- o Collect member contact information and set meeting schedule for the year.
- o Assign review of required website information and rules of order and procedure.
- o Elect a Chair and Co-Chair

October

20TH—MEMBERSHIP FORM SUBMITTED ON SCHOOL LAND TRUST WEBSITE

Update required school website information:

- o Member names and a way to contact them
- o Links to Plans and Reports
- o Current Distribution Amount
- o Minutes for at least a year
- o Invitation for parents to serve on the council.
- o Updated Rules of Order & Procedure

Review Current School LAND Trust, TSSP Plan and implementation of Prior Year Plans.

November & December

Discuss School Safety and Digital Citizenship Reports with school leaders

Provide input to the principal on the Positive Behavior's Plan, as needed.

January & February

SUBMIT FINAL REPORT ONLINE BY DISTRICT DUE DATE

Review year to date budget and submit a Plan Amendment for approval, as needed.

Participate in an academic data discussion in relation to the current School LAND Trust Plan implementation and decide the academic needs the council will address in the upcoming school year.

Make recommendations to the principal about the Teacher and Student Success Plan (TSSP).

March & April

MARCH 1ST—REPORT TO BOARD ON PRIOR YEAR SCHOOL PLAN IMPLEMENTATION.

SUBMIT SCHOOL LAND TRUST PLAN

- o SUBMITTED ONLINE BY DISTRICT DUE DATE
- o DISTRICT REVIEW MUST BE COMPLETE BY MAY 15TH

COUNCIL SIGNATURE FORM COMPLETED ONLINE

May

Receive a Report on Current School Plan implementation and budget.

Celebrate student and school year successes, including Plan implementation

Conduct spring elections (if not held in the Fall)

DSD Community Council Training

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