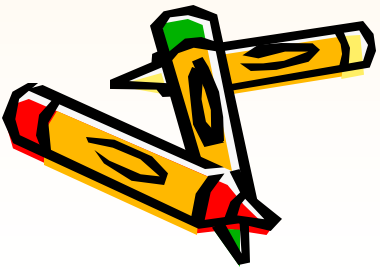
School Community Councils

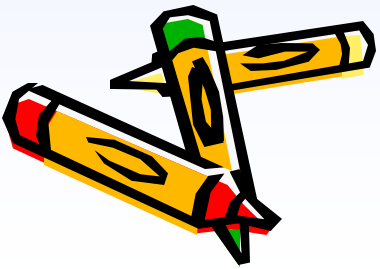
Working Together for School Improvement

The purposes for school community councils are:

- To build consistent, effective collaboration and communication among parents, employees and administrators
- To allow parents an opportunity to be actively involved with the school in their children's education
- To make good schools great



School Community Councils are required by law.



Council Assignments

Prepare, approve and submit the following plans for annual approval by the school board.

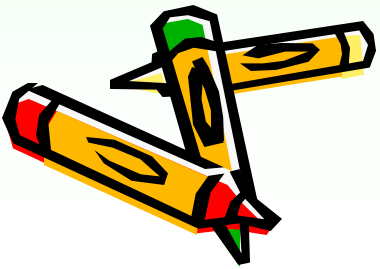
- School Improvement Plan
  - Professional Development Plan (annual approval not required)
  - Reading Achievement Plan
  - School LAND Trust Plan

Advise and make recommendations to school and district administrators and local school board

Provide notice of elections and meetings

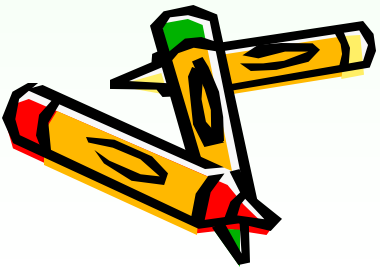
Provide reports to parents

Respond to local board requests



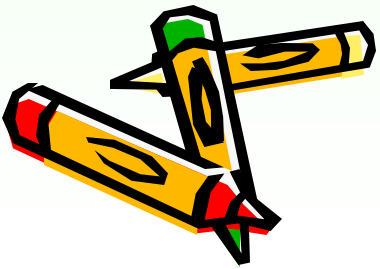
Council Membership

- Principal
- Faculty/ staff members
- Parent/ guardian members



Council Organization

- Determined by each individual school –
- Parent members must exceed the number of faculty members (including the principal) by at least two members



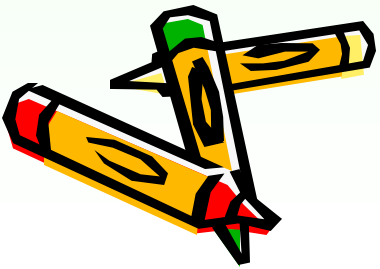
Terms for Members

A term is 2 years.

Schools, in consultation with districts, set the beginning date.

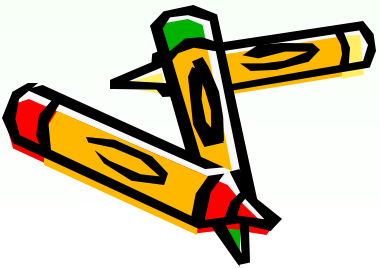
The term limit of thee terms has been removed.

Recommend staggered terms



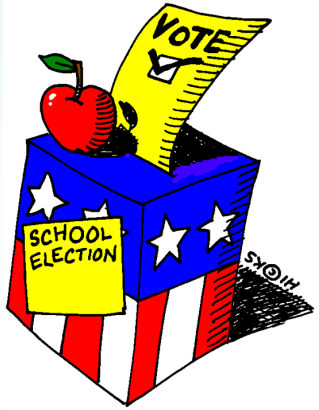
School Employee Elections

- Teacher/Employee Members, except the principal, are elected by employees
- Principals serve and fill an employee position but are not elected.



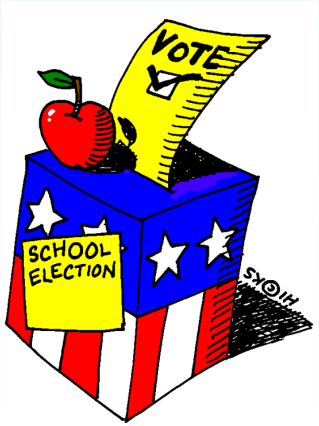
Parent Elections

- When? In the spring and completed before the last week of the school year OR near the beginning of the school year. Timeline of elections must be consistent for at least four consecutive years.
- Where? At the school – electronic elections are permissible when specific requirements are met
- Who can file? Parents with a student attending the school at least one year of the term of service
- Who can vote? Parents of students attending the school or who will have students attending if elections are held in the spring



Election Process

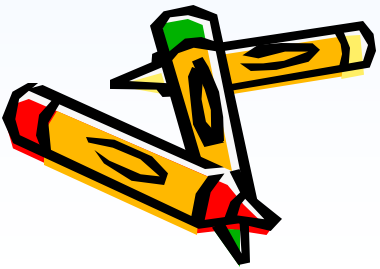
- Notice at least 10 days prior to the election
  - Dates and times with the location
  - Open positions and how to file
- If there is not a contested race, a vote is not required.
- Secret Ballot and the principal oversees
- Results are available on request



What about unfilled positions?

- If a parent/guardian position is unfilled after elections, the parent/guardian committee members will select a parent/guardian to fill the position.

- If a faculty/staff position is unfilled after elections, the faculty/staff committee members will select a faculty/staff person to fill the position.

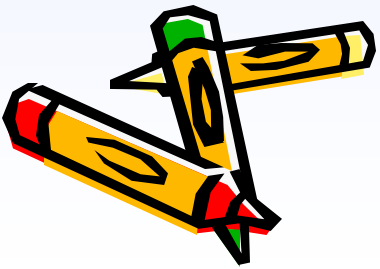


Chair and Vice-chair

- The entire council elects their officers.
  - Chair is elected from parent members
  - Vice-chair may be a parent or employee
- Principals don't serve as officers

Can the council appoint other people to work on sub-committees?

- Yes, non-elected persons may be appointed to sub-committees or task forces to accomplish specific assignments.
- The work of those groups should be overseen and approved by the elected council members.



Website Reporting Requirements

One Week prior to meetings:

- Agenda with date, time and location
- Draft minutes of the prior meeting

By October 20th

- Yearly meeting schedule
- Council members with a phone and/or email
- School LAND Trust summary of the prior year

Website Reporting continued

Always posted on the website:

- Statement about the opportunity for parents to serve and make decisions about the School LAND Trust funds.
- Amount received each year from the program (may link to the School LAND Trust website – SCHOOLS/Program Funding)
- Rules of Order and Procedure

All items are posted in the school office and provided to parents without internet access.

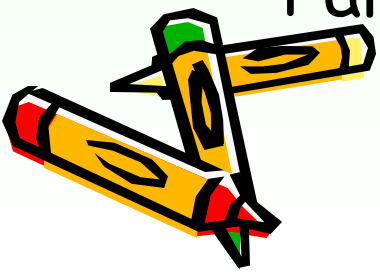
School Improvement Plan (SIP)

- Evaluate school assessment data
- Identify most critical academic needs
- Recommend a course of action
- List needs for implementation
- Describe how the school will improve or enhance **academic achievement** with available funding - School LAND Trust
- Professional Development Plan
- Reading Achievement Plan (K-3)
- Plan may include student environment

Approved by the local school board

School Improvement Plan (SIP) Planning Discussion

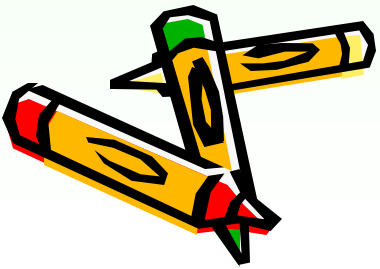
- Data/Assessment Training
- Data Discussion
- Review Current Action Plans and Goals
- Discuss possible changes to current plans
- Identify Measurements
- Consider School and District Goals
- Consider needs of school populations
- Parent Involvement components
  - School Environment

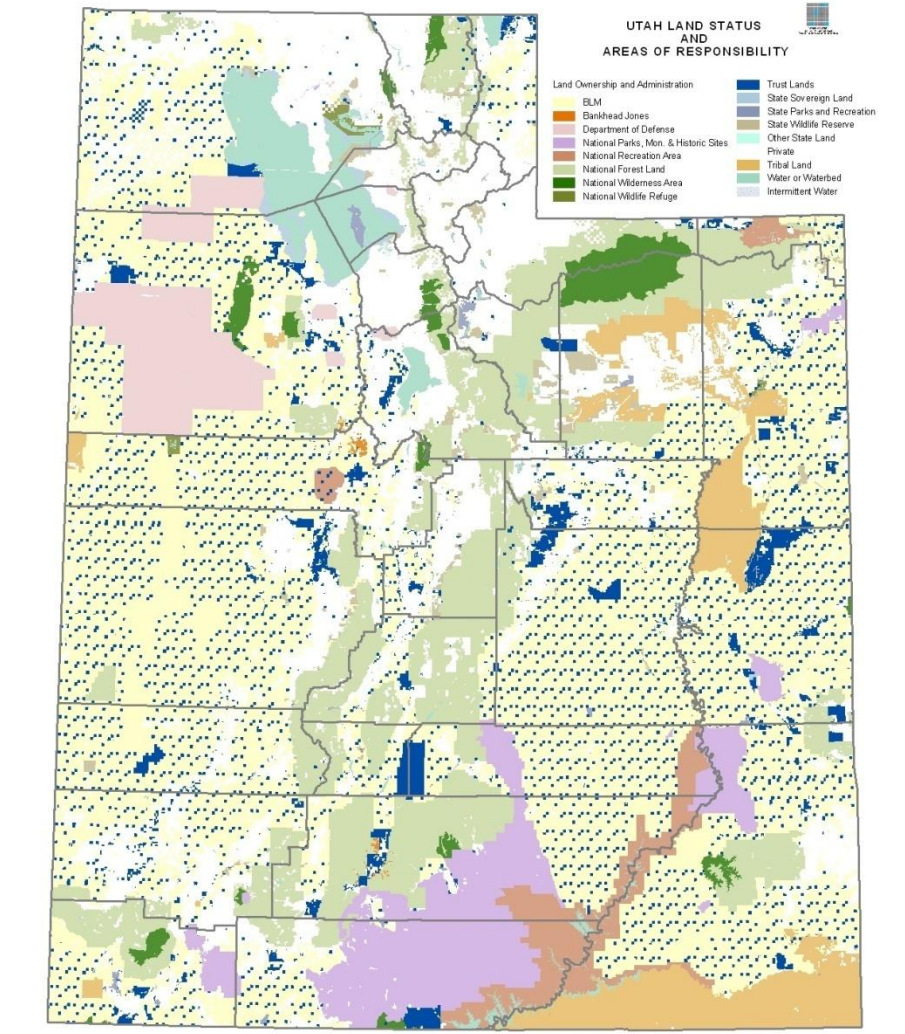


School Improvement Plan
Preparing an Action Plan

- Identify the needs
- State the goals – may use SMART goals
- Measurement of success
- Identify funding
- Outline steps to achieve goals
- Research based programs & practices
  - Professional Development
  - District Specific Requests

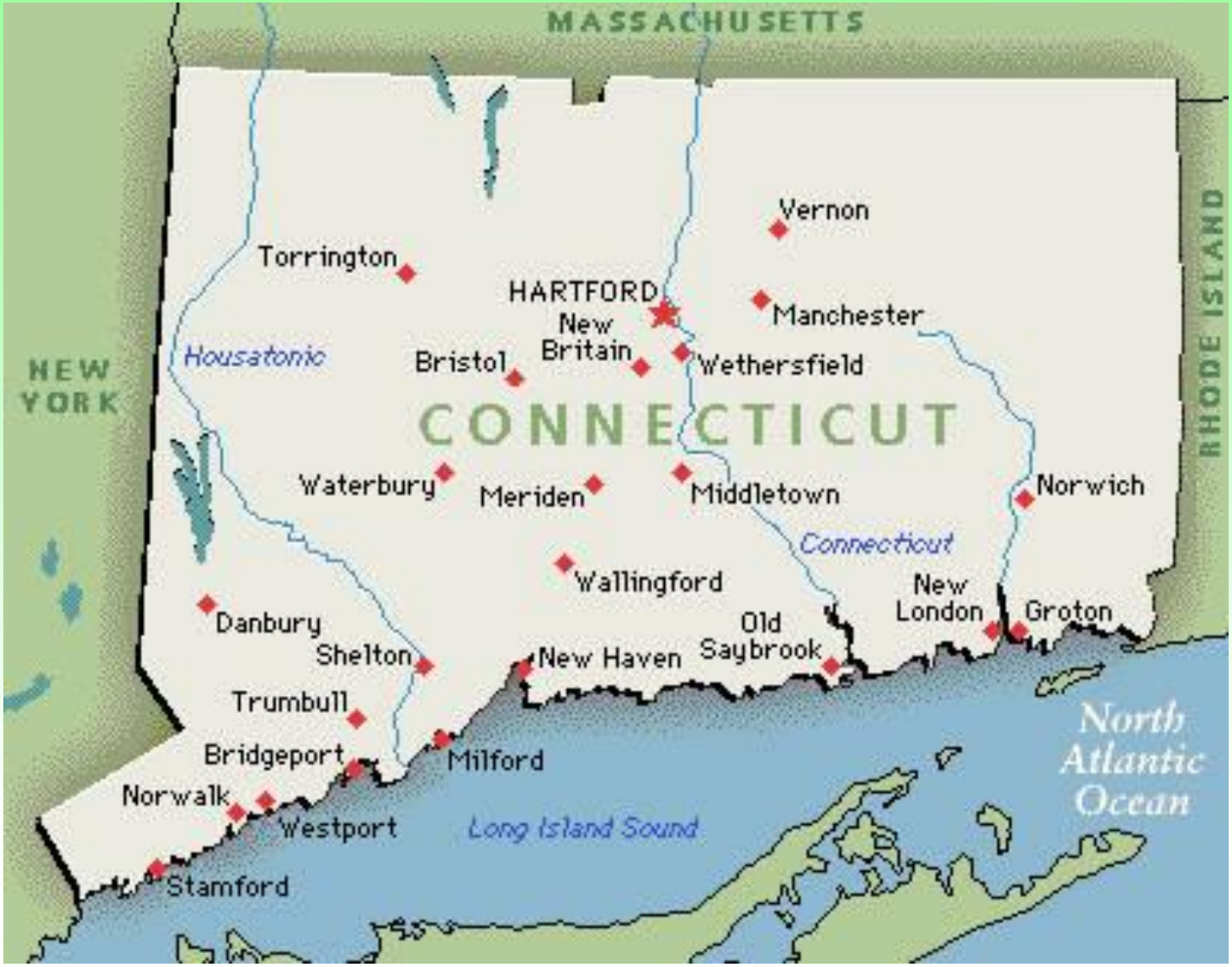
Professional Development and Reading Achievement Plans may be part of the SIP





School LAND Trust Program

A state with 3.4 million acres

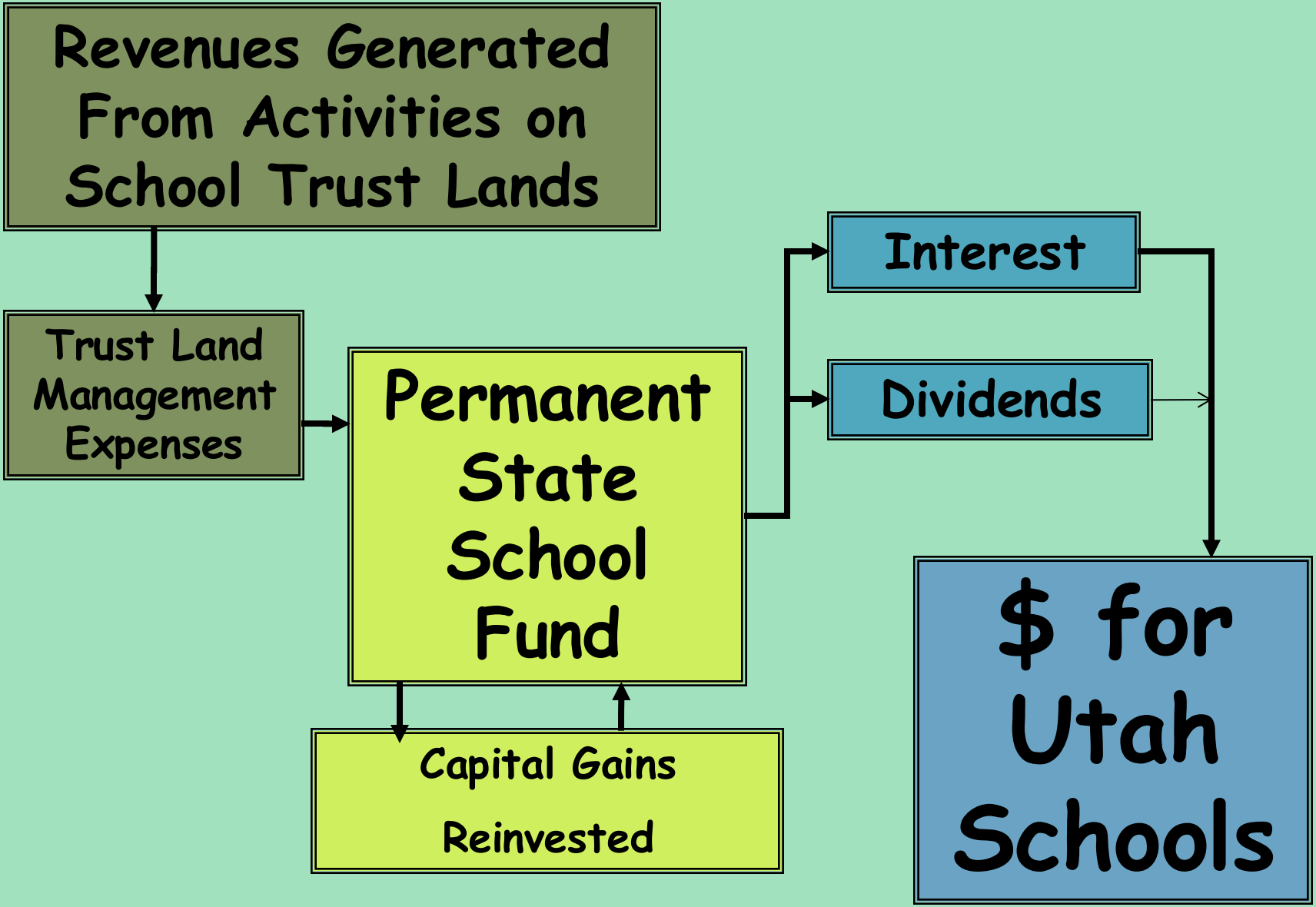


Derrick Platform - Vernal - Uintah County

Loader and Feeder – Price – Carbon County

Blue Bunny Ice Cream Factory
St. George – Washington County

Funding Flow Chart



The Permanent State School Fund is over

$1.8 Billion

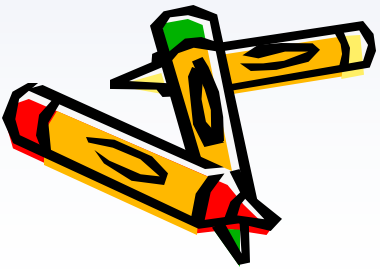
April 2014

Grow Towards Tens of Billions!

Child Access Routing Plan

No longer required but some districts may ask councils to help.

- UDOT has put together a fantastic site to facilitate this requirement. They call it Safe Routes to School or SR2S
- udot.utah.gov



Local School Boards
Are the gatekeepers

Implement the School Plans as the School Board Approved them.

Or amend the plans

The primary focus must be:

What is in the best interest of all the students?

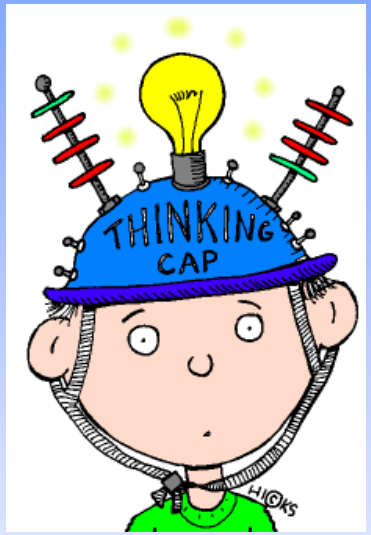
Are issues decided by majority vote or by consensus?

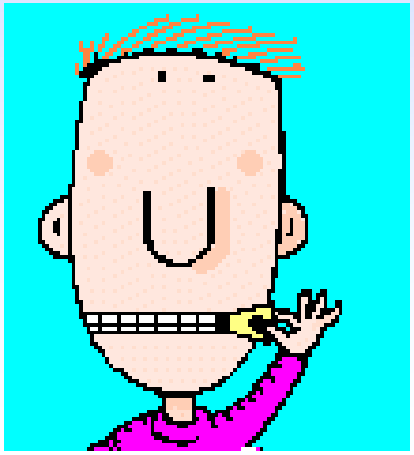
If possible, it is best to make decisions by consensus.

Voting is appropriate and necessary on some issues. A record of votes in the minutes for action items is important for audits.

Consensus works because everyone participates in good faith.

- Everyone's input is important
- The process fails when members don't participate or don't share their feelings or insights.





It's **all** about student and school improvement.