

Recommended Timeline for School Community Councils

Bold, Italicized Dates are Required

Community Council Minutes **Mar 1, 2022**

Members Present: Melissa Dietzel, Melanie Del Toro, Lori Brown, Nancy Wood

Excused: Crystal Coates

Main topic of the meeting: Budget approval for TSSA and Trustlands Funds

Budget paper copies were handed out to all members.

March, April, and May will be combined into one Community Council.

Melissa proposed that we reallocate the budget toward people (salaries)

Goals: 70% of students at or above grade level

Reading Paras- 6 (maybe 7)

Kindergarten- 4 kindergarten paras

Jr Great Book paras 2

Take home library- 1

Computer lab para- 1

Wellness Room Para- 1

Behavior Tech para- 2

Partially funded salary-Counselor-

PBIS rewards

August and September

- Conduct Fall Elections
- First Meeting
 - Orientation for new members and schedule member training
 - Collect member contact information and set meeting schedule for the year.
 - Assign review of required website information and rules of order and procedure.
 - Elect a Chair and Co-Chair

October

- ***1st—Membership Form Submitted on School LAND Trust Website***
- ***Members & Contact Information Updated with Meeting Schedule for the Year on School Website*** • Adopt updated **Rules of Order and Procedure** and post on the school website.
- Assign needed **updates to required school website information**, complete updates and post on website. Links to

Plans and Reports, funding, minutes for at least a year, invitation for parents to serve on the council.

• **Review Current School LAND Trust, TSSP Plan** and implementation of Prior Year Plans. • **Set priorities** for the year **and set timelines**, including optional/priority projects.

November and December

- Receive and discuss **School Safety and Digital Citizenship Reports**.
- Prepare School Safety/Digital Citizenship Plan(s) with Timelines to address needs identified by the council.
- Provide input to the principal on the Positive Behavior's Plan, as needed.
- Follow-up on Timelines and projects adopted by the council.

January and February

- **Submit Final Report Online by the Authorizer Due Date (District Review Completed by March 1)** • **Review year to date budget** and prepare, approve 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)**. • Follow-up with School LAND Trust, Digital Citizenship and School Safety Plan implementation. • Discuss Child Access Routing Plan & prepare recommendations (elementary, jr. high, and middle schools).
- Follow-up on projects adopted by the council

March and April

- **March 1st—Board Receives a Report on Prior Year School Plan Implementation.**
- **School LAND Trust Plan Discussed, Prepared, approved by the Council and Submitted Online by District Due Date with Council Signature Form** (recommended completion of signature form in the Council Meeting when the Plan is approved) **(District Review Completed by May 15th)**
- Wrap up Digital Citizenship, School Safety Plans, and Timeline items/projects adopted by the council.

May

- Receive a Report on Current School Plan implementation and budget.
- **Celebrate student and school year successes, including Plan implementation. Share with policy makers.** • **Conduct elections** (before the last week of the school year if the council holds elections in the spring).

2021-2022 Please contact the School Children's Trust with questions at 801-538-7555, 7533, 7764 ADA Compliant

8/16/2021