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MEMORANDUM

TO: Members, Utah State Board of Education

FROM: Tim Donaldson, Director
School Children's Trust Section

DATE: August 11-12, 2016

DISCUSSION: List of Appropriate and Inappropriate School LAND Trust Expenditures

Background: Last fall, the Board amended R277-477 to remove the list of appropriate and inappropriate use of School LAND Trust Expenditures from the rule but directed staff to continue to provide examples of uses of School LAND Trust money to school community councils and LEA governing boards. The list furthers the goals of the School LAND Trust Program by:

- ensuring that school community councils comply with Utah law that the school community council's plan focus on "most critical academic needs . . . to enhance or improve academic achievement . . . and ties directly to instruction";
- creating a starting point for school community councils as they begin to develop their plans; and
- provides guidance to local school boards and charter school governing boards as they review school community council plans.

Board Strategic Plan: This discussion item relates to the following items from the Board strategic plan:

- Oversight

Anticipated Action: The Law and Licensing Committee will discuss the "Administrative list of appropriate and inappropriate School LAND Trust Expenditures Implementing State Board Rule R277-477" (Effective August 2016) and may give direction to Board staff.

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Administrative list of appropriate and inappropriate School LAND Trust Expenditures
Implementing State Board Rule R277-477
Effective August 2016

"A school may not use School LAND Trust Program funds for the following:"

"To cover the fixed costs of doing business;"

- mailing and accreditation costs
- staff bonuses
- administrative, clerical, or secretarial costs, technical support
- **data, testing, or volunteer coordination,**
- phone, cell phone, electric, HVAC, or other utility;
- furniture

"For construction, maintenance, facilities, overhead, security, or athletics;"

- security costs
- a facility, building, or maintenance costs
- installation, repairs and maintenance
- an audio-visual system in a non-classroom location
- **appliances, equipment, servers, copy machines**

"To pay for non-academic in-school, co-curricular, or extracurricular activities."

- playground equipment, **equipment for sports teams**
- an athletic or intramural program
- gift cards or cash incentives
- an extra-curricular non-academic expenditure
- a non-academic field trip
- **uniforms, clothing, team building exercises, counselors**
- an expense for a council meeting

Councils may budget and spend no more than \$5,000 (or 20% of the annual School LAND Trust allocation, whichever is less) for an in-school civic and character education program or activity if the plan clearly describes how the program or activity will directly affect student academic achievement. Included within this limit are any funds used to provide digital citizenship training as described in 53A-1a-108. **The restrictions above continue to apply.**

Councils may spend funds on items such as:

- student focused educational technology, including hardware, software, and access points
- a credit recovery course or program, study skills class
- a college entrance exam preparation class
- an academic field trip, **academic club, before/after school tutoring**
- classroom equipment/materials **for all course offerings including physical education and electives,** maps, flashcards, math manipulatives, calculator, microscopes
- a teacher, teacher aide, tutor, or other personnel if an employee paid out of School LAND Trust funds spends at least 75% of the employee's time interacting with, instructing, or preparing to instruct a student in an approved academic area
- professional development directly tied to a school's academic goals, including a faculty meal, per diem, and travel required as a part of a professional development program
- a computer cart, work station, projector, and smart board
- a book, magazine, and audio-visual material
- a student planner
- a student incentive that is academic in nature or not more than \$2 per awarded student in an academic year
- **transportation for students for before/after school academics or for academic field trips.**