

School LAND Trust Program

Checklist for School Website Posting Requirements

To receive annual School LAND Trust (SLT) funding, schools must maintain up-to-date websites. The Local Education Agency (LEA) must verify all required items are posted by October 20th each year and continuously monitor the websites for ongoing posting compliance.

Charter schools whose charter board serves as the charter trust land council are exempt from these website posting requirements. However, they may use website postings to fulfill the requirement to provide an annual summary report to parents (53G-7-1206).

Update Once (ever)

- ☐ An invitation to parents to serve on the Council
- ☐ School LAND Trust [Public Reports Link](#). Navigate to your school and post the URL to your school's page. This automatically updates and satisfies:
 - ☐ Current and past 2 years of SLT Plans
 - ☐ Current year School LAND Trust funding dollar amount

Update Annually

- ☐ Means for the public to contact ALL Council Members
- ☐ Proposed council meeting schedule for the year
- ☐ One year of approved meeting minutes
- ☐ Copy of the current year's Teacher and Student Success Act plan (TSSP)
- ☐ Rules of Order & Procedure
 - ☐ [\(District only\) Rules of Order & Procedure](#) (reviewed & updated annually by the council)
 - ☐ [\(Charter only\) Rules of Order & Procedure](#) (reviewed & updated annually by the council)
- ☐ [\(Charter only\) Election Procedures](#)

Update Frequently (at least 1 week before each council meeting)

- ☐ Notice of next meeting date, place, and time
- ☐ Notice of next meeting agenda
- ☐ Draft minutes of prior meeting

Questions?

Contact the School Children's Trust at schoollandtrust@schools.utah.gov.