

Please take note of the following MANDATORY deadlines:

2020-21 School LAND Trust Final Report

Completion Deadline: February 28, 2022

Note: The column labeled "Amended Expenditures (entered by the school)" CANNOT be changed. Please ignore this column. The actual expenditures were provided by our Accounting Office to the State according to what you spent during the 2020-21 school year. *Please complete this report, by the listed deadline, so the plans can be approved in a timely manner. After which you will be able to submit the 2022-23 Upcoming Plan.*

Principal Assurance for 2021-22

Completion Deadline: February 28, 2022

This wasn't working in the fall so some of you may have completed this back in October, others have not. Please go into the "Council Membership & Signature Form" and check to see if you selected the date when the training was completed and then did the digital signature. If yours is not finished, please add in the date and your digital signature.

2022-23 School LAND Trust Upcoming School Plan

Completion Deadline: March 25, 2022

Your school's 2022-23 LAND Trust Allocation can be found on the [State Website](#). When you click on the "Upcoming Plan" your "Estimated Distribution for 2022-2023" can be found in the box "Funding Estimates" on the 6th line down. This is your actual distribution.

New Information: You cannot submit your 2022-23 School LAND Trust plan until after your 2020-21 Final Report has been finalized. The final reports will be finalized as quickly as possible to enable you to get the 2022-23 Upcoming School Plan submitted.

- Do not end up with a negative estimated carry-over to 2023-2024.
- Under "Action Plan Steps and Expenditures", please click on the provided button to input the budget allocations for that goal.
- Add in what you will do if you have "Funding Changes". Remember that if it's listed here you won't need to do an amendment if you have extra money that you need to spend.
 - Sample Wording: Additional funding will be used for teacher grants and/or to provide collaborative time for teachers to team, develop assessments, curriculum mapping and for teachers to participate in conferences and/or professional development. Substitutes and assistants to support student learning and the

PLC process. Purchase additional classroom technology, such as; software, Chromebooks, computers, etc. Offer extra courses/classes to reduce class sizes. Provide travel costs for national conferences. Excess funds will be used for after school enrichment and academic support. Student incentives up to \$2 per student to improve behavior.

- REMEMBER THE LAST STEP, go into *Council Membership & Signature Form* and click to send the emails to your SCC members.

I can't stress this enough-----please use the correct categories for the expenditures as you add them to your goals. They need to be distributed correctly. Don't put everything under salaries/benefits. Call Nadine Page (x88182) if you have questions of what category it should go under.

Last Reminder: The 2022-23 TSSA Plan will also be due on March 25, 2022. Your TSSA Plan Link can be found [HERE](#).