

2014-2015 Principal Assurance Form

Community involvement is important to the Utah Legislature. It is important to the legislature that patrons know about opportunities to serve on their school community council and that elections are held properly. To assure election processes are held consistent with the law and the state board rule, the legislature is requiring that every principal complete this assurance form prior to receiving funds from the School LAND Trust Program for the 2015-2016 school year.

School Name: **Polaris High School**

District Name: **Alpine**

A. Compliance Questions

For purposes of this form, "parents" means parents or guardians who have a child at the school at least one of the years of their term of service.

1. During the 2013-2014 school year the School Community Council met:
1-3 times

2. Have the current members of the Charter Trust Land Council viewed the new DVDs Touch The Future and Earning for Education?

Touch the Future

Yes

Earning for Education

Yes

3. The School Community Council has been trained about their responsibilities and the requirements of:

- 53A-1a-108 School Community Councils Authorization
- 53A-1a-108.1 School Community Councils - Open and Public Meeting Requirements
- 53A-1a-101.5 School LAND Trust Program
- 53A-1a-108.5 School Improvement Plan

Yes

4. In order for schools to receive School LAND Trust Program funds, councils are required to provide certain notices to parents and to make all meetings open to the public.

a. The public is welcome to attend the meetings. An agenda, including the date, time and place of the meeting is posted on the school website with draft minutes of the prior meeting at least one week in advance of each meeting.

Yes

b. The following report summaries are provided on the school website, in the school office and directly to the parents without internet access before October 20th.

- A proposed meeting schedule for the year
- A list of the school community council members with a direct phone number or email or both
- Summary of the 2013-2014 School Plan Final Report

Yes

B. Election process for Polaris High School for the 2014-2015 school community council.

Check here if Polaris High School is a special school that is not required to hold an election under this section of the state board rule.

State Board Rule 277-491-3(E) A public school that is a secure facility, juvenile detention facility, hospital program school, or other small special program may receive School LAND Trust Program funds without having a school community council if the school demonstrates and documents a good faith effort to recruit members, have meetings and publicize results. The local board of education shall make this determination.

09/02/2014 Date when the school notified parents and staff of the planned election.

09/17/2014 Date when elections were held (or scheduled to be held, if the election was not contested).

1. Notice of Elections

Parents and employees were noticed at least 10 days in advance of school community council elections of open positions on the council, how to file, and when the elections would be held.

Yes

2. Elections

a. Fewer or the same number of parents applied for the open parent positions. A secret ballot election was not required.

Yes

b. Fewer or the same number of employees applied for the open employee positions. A secret ballot election was not required.

Yes

c. A secret ballot election was held at the school.

No

d. I (or my designee) oversaw the election. The school used a secure ballot box for the parent election and the results of the election were saved.

No

e. The parent members were elected by parents and the employee members were elected by the employees.

No

3. Appointments

Positions that were not filled after the election, or after the member's resignation, were filled by the employee members of the council (for the employee positions) and by parents on the council (for the parent positions).

Yes

4. Council Membership

The council consists of the principal, employee members and parents of the students attending the school. There are at least two more parent members than the total of the principal and employee members. Of the parent members, there are more parent members who are not licensed employees of the district than parent members who are.

Yes

Please explain any "no" answers and how parents without internet access were notified in section A4b above.

Letters are sent home to parents without an email address on file.

Signature Section – Note: This is your digital signature. The form does not need to be uploaded to the database.

Please review your answers for accuracy.

I have reviewed my answers and to my knowledge they are true and accurate.

Lori Thorn 10/17/2014