

## FINAL REPORT TEMPLATE

*This template can be used as a tool to fill out a final report at the end of the implementation year so that the information is ready for “copy & paste” into the Final Report form that is formally submitted on the SLT Website in the Spring of the following year.*

*Throughout this template are explanations and tips, which are in italic writing. Mandatory Questions on the Final Report are highlighted in purple.*

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### FINANCIAL SUMMARY

*An electronic copy of the [financial proposal & report](#) section is also available.*

#### **Financial Proposal and Report**

*The Financial Proposal and Report section of the Final Report on the [School LAND Trust website](#) will autofill.*

- *The Planned Expenditures column autofill from the estimates in your original plan*
- *The Amended Expenditures column will autofill from any Amendments submitted*
- *The Actual Expenditures will autofill from the finalized UPEFs data on how you actually spent the funds.*

You can leave this portion of the template blank if you want to wait for the auto filled form on the SLT website, or you can use it as a tool for answering the other questions in the Final Report.

Description	Planned Expenditures (entered by the school)	Amended Expenditures (entered by the school)	Actual Expenditures (entered by the LEA)
Carry-over from 22-23	5300		
Distribution for 23-24	83,340		
Total Available for Expenditure in 23-24	\$ -	\$ -	\$ -
Salaries and Benefits	75207.00		
Contracted Services			
Professional Development			
Student Transportation Field Trips	0		
Books Curriculum Subscriptions			
Technology Related Supplies			
Hardware, etc.			
Software	8133		
Technology Device Rental	0		
Video Communication Services	0		
Repair Maintenance	0		
General Supplies			
Services Goods Fees			
Other Needs Explanation			
Non Allowable Expenditure			
USBE Administrative Adjustment -			

Scroll to the bottom to see Comments			
Total Expenditures	\$ -	\$ -	\$ -
Remaining Funds (Carry-Over)	\$5,300\$-	-	\$ -

## GOALS

*This template provides a place to fill in answers for 3 goals. If you have additional goals, you can add them by copying and pasting the sections and questions for as many goals as you need.*

### GOAL #1

#### Goal

*Your goal will automatically transfer in the electronic version of the Final Report on the SLT website. Reference your plan for what your goal was when filling out this paper template. No questions to answer on the Final Report.*

*(Math improvement goal)*

#### Academic Area

*Your academic areas will automatically transfer in the electronic version of the Final Report on the SLT website. Reference your plan for what the academic areas were when filling out this paper template. No questions to answer on the Final Report.*

#### Measurements

*Your measurement/s will automatically transfer in the electronic version of the Final Report on the SLT website. Reference your plan for what the measurement/s were when filling out this paper template. Answer the following question:*

Please choose one of the following two options to complete the Measurements section:

1. Explain how academic performance was improved or not, and describe how the before and after measurement data supports the improvement.

2. Explain how academic performance was improved or not, and attach measurement data from before and after plan implementation in the Attachments Section below. (If you choose this option, please put a note in your explanation to "see attached document").

**Academic improvement was demonstrated following the implementation of our School Success Plan. Our school goal for the 22-23 school year identified a target increase of 2% in mathematics proficiency over school data from the 21-22 school year, which indicated a proficiency rate of 57.8% in grades 3-6. This goal was achieved with an overall improvement in mathematics proficiency to 61% school wide, representing an increase of 3.2%, exceeding our goal.**

### **Action Steps**

*Your action steps will automatically transfer in the electronic version of the Final Report on the SLT website. Reference your plan for what the action steps were when filling out this paper template. Answer the following question:*

Were the Action Steps (including any approved Funding Changes described below) implemented, and associated expenditures spent as described?:

YES

NO, PLEASE EXPLAIN:

*HELPFUL HINT: If you had only slight changes in estimated amounts and actual expenditures, it's ok to select "yes." Selecting "yes" assumes you followed the action steps exactly as written with some leeway for estimates vs actual expenditures. On the other hand, if you had any changes in action steps, what categories you spent funds on, what items you spent funds on, or you have something that needs further explanation, select "no," and provide more information. When in doubt, select "no" and include an explanation or additional information.*

### **Digital Citizenship/Safety Principles Component**

*Your digital citizenship/safety principles component answer will automatically transfer in the electronic version of the Final Report on the SLT website. Reference your plan for*

what the digital citizenship/safety principles component answer were when filling out this paper template. Answer the following question:

Please describe how the digital citizenship/safety component was implemented.

*HELPFUL HINT: This question is intended to gauge how funding is spent on a digital citizenship/safety principles component of a goal. There is a limit to how much LAND Trust funding can go to this type of component, as outlined in R277-477-4 (5) (a)-(b). If you did not spend funds on these components, your answer in the Upcoming Plan should have been "no." Do not select "yes" if including a digital citizenship/safety component" is not associated with spending LAND Trust funds. If you had selected yes, but did not spend LAND Trust funds to implement either of those components, explain that no LAND Trust funding was used on a digital citizenship/safety principles component in your explanation.*

## **GOAL #2**

### **Goal (ELA Goal)**

- **Grades 1-3.** At least 65% of students will make typical or better growth as measured by Acadience Reading Pathways of Progress. This goal mirrors the district and state goals for early literacy.
- **Grades 4-6.** Each class or group of students in grades 4-6 will demonstrate an increase in ELA RISE scores to support a school-wide proficiency increase of at least 2% over 21-22 EOY ELA RISE scores. Additionally, growth scores for English Language Learners and Low SES students as indicated by the USBE report card will demonstrate average or above growth of at minimum a 5% increase from 21-22 collected data.

## **Academic Area**

### **Measurements**

Please choose one of the following two options to complete the Measurements section:

1. Explain how academic performance was improved or not, and describe how the before and after measurement data supports the improvement.
2. Explain how academic performance was improved or not, and attach measurement data from before and after plan implementation in the Attachments Section below. (If you choose this option, please put a note in your explanation to "see attached document").

**Academic improvement was demonstrated in some but not all areas following the implementation of our School Success Plan. Our school goal for the 22-23 school year identified a target increase of 2% in ELA RISE proficiency over school data from the 21-22 school year, which indicated a proficiency rate of 59.2% in grades 3-6. This goal was not achieved with school-wide ELA proficiency of 59% school wide, which fell short of our improvement goal.**

**The school administration wishes to recognize the extraordinary efforts of the teachers and staff to support the implementation of a new ELA program during the 22-23 school year, and the utmost confidence in their ability to use lessons learned during this implementation to set and reach ELA goals in the future. The administration also wishes to recognize the teachers and staff support students in grades 5 and 6, who demonstrated proficiency in the Utah Core ELA standards at 67% and 64%, respectively, well exceeding the threshold for success in measuring this school improvement goal.**

**McMillan's Early Literacy component of the goal was also met and exceeded thanks to the efforts of teachers, staff and parents collaborating together to support our youngest readers. Our school goal for success identified that 65% of McMillan students in K-3 would demonstrate average or above average growth in early literacy skills as measured by Acadience Pathways. At the end of the 22-23 school year, 74.29% of McMillan students demonstrated an average or above average growth as measured by Acadience Pathways, exceeding the goal set on our 22-23 School Improvement Plan.**

**\*I am waiting to write up the subgroup data report until we have the official results, if that is ok.**

## Action Steps

Were the Action Steps (including any approved Funding Changes described below) implemented, and associated expenditures spent as described?:

YES

NO, PLEASE EXPLAIN:

## Digital Citizenship/Safety Principles Component

Please describe how the digital citizenship/safety component was implemented.

## GOAL #3

Each class or group of students in grades 4-6 will demonstrate an increase in Science RISE scores to support a school-wide proficiency increase of at least 2% over 21-22 EOY Science RISE scores. Additionally, growth scores for English Language Learners and Low SES students as indicated by the USBE report card will demonstrate average or above growth of at minimum a 5% increase from 21-22 collected data.

## Goal

## Academic Area

## Measurements

Please choose one of the following two options to complete the Measurements section:

1. Explain how academic performance was improved or not, and describe how the before and after measurement data supports the improvement.
2. Explain how academic performance was improved or not, and attach measurement data from before and after plan implementation in the Attachments Section below. (If you choose this option, please put a note in your explanation to "see attached document").

Academic improvement was demonstrated following the implementation of our School Success Plan, although not to the level that was identified in our school-wide goals for 22-23. Our school goal for the 22-23 school year identified a target increase of 2% in science proficiency over school data from the 21-22 school year, which indicated a proficiency rate of 63.7% in grades 3-6. Our school data reflected an overall improvement in science proficiency to 64% school wide, which did not meet our overall goal for improvement of 2%. The school administration wishes to recognize the efforts of all teachers and staff to support authentic and hands on science education, and acknowledges the widespread efforts made by teachers to integrate science instruction and informational literacy standards in their classrooms. The administration also wishes to applaud and publicly recognize the McMillan 5th grade team for achieving a 9% increase in proficiency, from 58% to 67% during the 22-23 school year.

### Action Steps

Were the Action Steps (including any approved Funding Changes described below) implemented, and associated expenditures spent as described?:

YES

NO, PLEASE EXPLAIN:

### Digital Citizenship/Safety Principles Component

Please describe how the digital citizenship/safety component was implemented.

## OTHER QUESTIONS

### Actual Carryover

*This question will automatically populate if you had a greater than 10% carry-over. You can calculate your carry-over for the year by: Remaining Funds ÷ Distribution \* 100*

*It is the intention of the Program to use School LAND Trust funding on the student beneficiaries in the year a distribution is made, and having multiple years of greater than 10% carry-over can result in corrective action. Responses to the reasoning for the*



*carry-over are taken into consideration when corrective action is being implemented. Please be specific in the reason for a greater than 10% carry-over and use it to inform how you mitigate carry-over moving forward. If you don't have a greater than 10% carry-over, skip this question in this template.*

In the Financial Proposal and Report, there is a carry - over of \$5, 300 to the 23 - 24 school year. This is 6% of the distribution received in 22- 23 of \$96,300.20. Please describe the reason for a carry-over of more than 10 % of the distribution.

Carryover less than 10% of the distribution

### **Funding Changes**

*Your funding changes will automatically transfer in the electronic version of the Final Report on the SLT website. Reference your plan for what the funding changes were when filling out this paper template. Answer the following question:*

If any funds were expended as identified in Funding Changes, please describe how they were spent to implement the approved goals. If you did not implement the Funding Changes plan, please put "did not implement Funding Changes."

*Helpful Hint: The Funding Changes section can serve as a back-up plan if a planned action step falls through (e.g. can't hire planned staff or a supply order is back-ordered) or you end up with more funding than you thought. It is intended to be a back-up that connects to an existing goal, or has a new goal, measurement, action steps, etc. Specificity is key here. If you implemented Funding Changes and did not have that specificity in your original plan, please use this section to specify what the money was spent on, what goal and action steps it connected to, and what it took place of.*

### **Publicity**

The following items are the proposed methods of how the Plan would be publicized to the community:

- Other: Please explain.
- School website

- Sticker and stamps that identify purchases made with School LAND Trust funds.

The school plan was actually publicized to the community in the following way(s):

- Letters to policy makers and/or administrators of trust lands and trust funds.
- Other: Please explain.
- School assembly
- School marquee
- School newsletter
- School website
- Sticker and stamps that identify purchases made with School LAND Trust funds.

### **Plan Amendments**

*Your amendments will automatically transfer in the electronic version of the Final Report on the SLT website. Reference your plan or your amendment for what the amendments were when filling out this paper template. Answer the following question for each amendment.*

*HELPFUL HINT: If you had only slight changes in estimated amounts and actual expenditures, it's ok to select "yes." Selecting "yes" assumes you followed the amendment exactly as written. If you had any changes in action steps, what you spent money on, or you have something that needs further explanation, select "no," and provide more information. When in doubt, select "no" and include more information.*

### **Amendment #1**

Was the Amendment implemented and associated expenditures spent as described?

- YES
- NO, PLEASE EXPLAIN:

## **Amendment #2**

Was the Amendment implemented and associated expenditures spent as described?

YES

NO, PLEASE EXPLAIN:

## **Attachments**

*Use this optional section to attach important documents. Common documents that can be attached are: graphs for measurements, council signature form, detailed expenditures for the program. For template purposes, you can make a list of documents you'd like to attach here, and then save a copy of them in the same folder as this template.*

*Helpful Hint: Is the SLT website rejecting your attachment? The system does not accept long file names. Make your file name short (e.g. "Graphs" or "Goal 1 Measurement" and try resubmitting.*

## **Comments**

*Use this section to send a comment to your LEA Reviewer or the State Reviewer. This does not display on the Public version of your plan, so do not include information that needs to be available to the public.*

## **NEXT STEPS**

*Now that you have a completed template, save it until it's time to enter your Final Report in the Spring so you can copy & paste the sections into the SLT Final Report form at <https://schoollandtrust.schools.utah.gov/home> . If you'll be moving schools or another Principal will be taking over, make sure you share it with them.*

*Please reach out to your LEA with any questions. You may also contact the School Children's Trust (SCT) section of the Utah State Board of Education (USBE):*  
[schoollandtrust@schools.utah.gov](mailto:schoollandtrust@schools.utah.gov)