

Timeline for Charter Schools School LAND Trust Program September 2009

Prior to October 1	Enter USOE Annual Program Report. This report generates financial information for the Final Report.
Prior to October 15 th	Hold parent elections and assemble a committee to make decisions about the School LAND Trust Program and association funds. Submit the names and emails (if available) for all members of the committee on the School LAND Trust website. The form error checks for proper committee makeup and is viewable on the School Page of the website.
Oct. 15 th - Nov. 20 th	Submit the Final Report for Implementation of the 2008-2009 School Plan. (Schools that have not yet received funding will not be required to enter this report.)
Mid November	The estimated distribution for the upcoming school year is viewable on each school page of the website.
Prior to School Plan Submission	The school committee meets and follows the steps required to receive funding. The completed School Plan is approved by the local charter board.
Jan. 1 – March 15 th	Enter the School LAND Trust Program Plan for 2009-2010 on the website.
Before June 30 th	School Plans are approved by the school's chartering entity (Charter School Board or local district) or may be sent back to the school for modifications. School Plans are approved on the website by the Charter School Section and become viewable to the public.
As requested	The school committee meets to make requested revisions, as necessary.
July allotment	Funds distributed to schools with approved plans to implement those plans. The actual distribution is viewable on each school page of the website.

School LAND Trust website: www.schoollandtrust.org

Required forms/reports:

Committee Membership Report

School Plan (Progress Report on current School Plan, School Plan for upcoming year, Signature Form)

Final Report on implementation of prior year's School Plan