

EDUC 6500 School Finance and Resource Management
Summer 2008
Course Syllabus

Instructor Information

Name: Steven O. Laing, Ed.D.
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Office Hours: M-F after class or by appointment
Biography: Dr. Laing has held many administrative positions in public education, including high school principal and district superintendent. He has experience in rural schools as well as suburban schools, and he has served in a small school district as well as a relatively large school district. Before coming to Utah State University he served as the State Superintendent of Public Instruction in Utah for over five years, a position from which he retired in March of 2004.

Course Information

Course Goals: The primary goals of this course are to provide students with an understanding of

- sources, ways and means of funding public schools
- policy issues surrounding the funding of public schools
- involvement of various policy-makers in the funding of public schools,
- contemporary issues influencing the funding of public schools,
- factors that go into building a budget in public schools, and
- policy issues for managing school resources, including personnel and physical facilities.

Meeting Times: This is face-to-face, summer-block course that is concentrated and intense (fifteen weeks are condensed into ten, one-half day [4 hour] sessions). Student attendance and participation is critical. The course will meet during the morning hours (8:00 a.m. until 12:00 noon) beginning Monday, June 9th and ending on Friday, June 20th. See the Course Schedule for specific information regarding each class period.

Textbook: *School Finance: A Policy Perspective, Fourth Edition*
Allan R. Odden and Lawrence O. Picus
McGraw-Hill
Copyright 2008
ISBN #: 978-0-07-352592-1

Required Readings: Annual Financial Report for your school district*
Salary schedules for your district*
Personnel Handbook for your district*
Annual budget for your school*
Annual property tax notice 2007 (yours or someone you know)*
USOE School Finance and Statistics Information
USOE State Superintendent's Annual Report
Utah State Administrative Rules: R277 series

Utah State Constitution, Section X
Utah State statutes: Chapter 53A
Educational Leadership Policy Standards: ISLLC 2008

Additional readings of contemporary articles on school finance issues may be distributed and/or assigned throughout the semester.

*Please obtain copies of these documents before coming to class.

Course Requirements

Assignments:

Seven assignments constitute the student products for TEAL 6500. There is no midterm or final. Additionally, students will submit short (1-2 page) responses to in-class presenters. All assignments should be submitted through Blackboard Vista. The seven assignments are:

1. Presenting a section of the required readings (as assigned by the instructor) and leading a discussion on the same.
2. Determining the financial magnitude of education in Utah.
3. Determining funding streams for Utah schools and classifying these streams according to restrictions accompanying the funds.
4. Determining the magnitude of changes in Utah school funding and the impacts such changes would have on taxes.
5. Examining and analyzing the student's own district and school budget.
6. Examining and analyzing the student's own school budget and the process(es) by which it is built and managed.
7. Synthesizing an explanation of how administrator use and management of resources may enable the school leader to address the standards and functions listed in the Educational Leadership Policy Standards: ISLLC 2008
8. If guest presenters are used during the course, a student response to the presenter will be required. These response papers should be no more than 2 pages long, and will be worth 5 points each. Responses will be totaled and given the weight of one assignment 20 points.

(See the individual assignment sheets for details of each assignment, and the class schedule for the due date for each assignment.)

Participation:

A summer course, of necessity, is inordinately concentrated. Consequently, attendance each day and participation in the class presentations and discussions is critical if students are to gain the knowledge and perspective intended through study of this subject. Therefore, attendance (presence and punctuality—2 points/day) and participation (preparedness, contributing to the discussion, etc.—3 points/day) will constitute a substantial portion of the student's grade.

Grading procedures:

Grading is based upon completion of the assignments and class participation as defined above.

Grading for all written work will consider the quality of the writing as well as the content. Spelling, grammar, punctuation, syntax, subject-verb agreement, parallelism of sequence items, pronoun-antecedent agreement: all will be considered in grading written work. The standard to which writing will be held

is the Publication Manual of the American Psychological Association, 5th Edition.

Total points for assignments and participation are weighted for the calculation of the final grade as follows:

Assignments (160 points possible)	60% of total grade
Participation (45 points possible)	40% of total grade

Final grades will be determined by summing the student's percentage of total points for assignments multiplied by .60 , and the student's percentage of total points for participation multiplied by .40; converting that sum to a percent.

Letter grades for the course will be determined as follows:

A	94% and above
A-	90-93%
B+	87-89%
B	83-86%
B-	80-82%
I	< 80%

(Note: No one should score below 80% if the work is turned in and the student attends and participates in each class session.)

Educational Leadership Policy Standards: ISLLC 2008

EDUC 6500 School Finance and Resource Management is designed to conform to the standards and functions of the Educational Leadership Policy Standards: ISLLC 2008 as adopted by the National Policy Board for Educational Administration. EDUC 6500 directly addresses Standard 3, Functions A and B. More generally, students will consider how finances and resources can be used to address each of the standards and functions of the Educational Leadership Policy Standards: ISLLC 2008.

Students with Disabilities

Reasonable Accommodation will be provided to qualified students with physical, emotional, sensory or learning disabilities through the Disability Resource Center (DRC). Alternate format materials (Braille, digital and large print) are also available. An application for DRC services is available at www.usu.edu/drc or by calling 797-2444 or toll free at 1-800-259-2966. The Disability Resource Center is located in Room 101 of the University Inn at the Logan campus.

Summer Course Schedule 2008		
Day/Topic(s)	Readings	Activities/Assignments
Day 1 Introduction and Overview	Text: Chpt. 1: Introduction to and Overview of School Finance Utah Constitution, Article X	Magnitude of Education in Utah Assignment
Day 2 Legal Issues; Equity and Adequacy	Text: Chpt. 2: Legal Issues in School Finance Text: Chpt. 3: A Framework for Assessing Equity and Adequacy in School Finance	Presentation Assignment
Day 3 Staffing; Personnel Management	Text: Chpt. 4: Adequate Staffing and Resources for America's Schools Utah Statute: 53A-6-101 thru 111; 53A-8; 53A-10 Utah Rule: R277-107; 508; 510	Presentation Assignment
Day 4 Personnel Management; Employee Compensation	Utah Rule: R277-514; 515; 520; 522; 524; 605 Text: Chpt. 12: Redesigning Teacher Salary Structures District salary schedule	Presentation Assignment
Day 5 Facilities Funding; Facilities Management	Text: Chpt. 5: Financing Educational Facilities Utah Statute: 53A-3-402 (18) and (19); 53A-413; 53a-11-1201 through 1212; Utah Rule: R277-400; 433	Presentation Assignment Local School Budget Assignment
Day 6 Individual Preparation	No reading—No class meeting	This day is available for consulting with your school principal, or in lieu of the time you spent doing so.
Day 7 School Budgets	Text: Chpt. 6: Allocation and Use of the Education Dollar Utah Statute: 53A-16; 17a; 19 Utah Rule: R277-407 Your Property Tax Notice	Presentation Assignment Magnitude of Changing Utah Funding Assignment
Day 8 Taxation Funding Strategies	Text: Chpt. 9: School Finance Structures: Formula Options Text: Chpt. 10: The Public Finance Context	Presentation Assignment Funding Streams and Types for Utah Schools Assignment
Day 9 School District Budgeting; Minimum School Program	Text: Chpt. 8: School District Budgeting Your District Budget USOE Finance and Statistics: Minimum School Program (MSP)	Presentation Assignment School District Budget Assignment

Day 10 Using Resources more Wisely	Text: Chpt. 7: Using Education Resources more Effectively Text: Chpt. 11: Improving State School Finance Systems Educational Leadership Policy Standards: ISLLC 2008	Presentation Assignment Standards Analysis and Reflection Assignment
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