

University High School Council

Minutes 2018-2019

Meeting Date: 10/16/18

Meeting Location: RUHS Library

Members present	Administration	Faculty	Students	Parents
	Amy Cislak	Jeff Marchant	Julian Barraza	Barbara Hughes
	Joel Bacalia	Mike Schmidt	Iselle Barrios	Martha Lee
	Andrea Evans	Leiba Schuneman	Lauren Benz	Mary Palacio-Hum
		Hannah Sinclair	Enrique Castillon	Karen Peters
	Staff	Matt Ulrich	Derek "Brock" Lyons	Paul Todd
	Martina Kimball	Kerry Balzer	Anissa Meza	Bill Tong
		Chelsea Smith	Andy Pendleton	Lea Standridge
	Community Members		Alexys Rodgers	George Youngerman
	Kris Tully			
Members absent	Faculty	Parents	Community Members	
	Ann Mitchell		Kevin Gebert	

- I. The meeting was called to order at 3:32 pm by Chair Mike Schmidt.
- II. Approval of the Agenda
 - a. Motion to approve.
 - i. Peters ii. Schuneman - Approved by unanimous consent.
- III. Approval of the September 11, 2018 Minutes
 - a. Motion to approve.
 - i. Peters ii. Bacalia
 - b. Revision requested for page 2 Item V. a. v. change the verb "page" to "pay."
 - c. Minutes approved with edit by unanimous consent.
- IV. Call to the Audience
 - a. No audience was present.
- V. Discussion and Action Items
 - a. Discussion Item: Need/Amount for minimum amount to retain in the undesignated tax credit fund (postposed from 9/11/2018 meeting). There was a wide-ranging discussion on this topic. The notes below go through the main points about stipends in a logical order, not necessarily in the order the points were discussed.
 - i. Treasurer Youngerman said that the Finance Subcommittee has been discussing how much should be set as a floor for the School Council funds.
 - ii. The Finance Subcommittee welcomes input from the School Council.

- iii. Background on Stipends, provided by Chair Mike Schmidt: Years ago, there were no stipends for club sponsorship and teachers volunteered to serve as club sponsors. Gradually, the district introduced stipends to be paid to club sponsors. The district set different tiers for the stipends, loosely linked to the amount of work and/or size of the club. For some time, the stipends were paid out of “OCR/deseg” funds (Office of Civil Rights funds dedicated to desegregating the district). Then in 2016, TUSD informed schools that OCR/deseg funds were no longer available to pay stipends. At this point, the UHS School Council took up payment of the stipends, still following the TUSD tiers for stipends as the district requires.
- iv. Earlier this school year, the School Council approved a budget for stipends to be paid from School Council funds, in the amount of \$14,000.
- v. There are other stipends paid to teachers who supervise music and fine arts groups associated with classes, such as Marching Band and Orchestra. These stipends are committed to through consensus agreements and are paid from a different source than School Council funds, so these stipends were not part of the discussion.
- vi. The stipends in the School Council budget are handled this way: the funds transfer out of the School Council account once early in the year. The funds are paid to teachers in incremental payments throughout the year through payroll.
- vii. Sometimes the amount budgeted is not fully paid out. This happens occasionally when a club sponsor position is not filled. However, all the sponsor positions are filled this year.
- viii. The \$14,000 stipend amount has already been withdrawn from the School Council fund for this year. The amount remaining in the School Council fund is \$13,850. This amount, plus any new tax credit revenue coming in during this school year will be the “pot” available to pay for next year’s stipends and for any other initiatives to which School Council makes commitments.
- ix. The question from the Finance Subcommittee was whether there was guidance from the School Council about whether a minimum floor should be set for the School Council account, and how much that should be.
- x. Lee suggested a floor of \$12,000 and recommended not creating new paperwork about club sponsor stipends. Other School Council members asked about previous years’ levels of spending and donations.
- xi. Treasurer Youngerman shared these historical data:

Year	Stipends - Actuals
2014	\$3,461
2015	\$7,934
2016	\$15,501
2017	\$13,333
2018	(Budgeted) \$14,000

School Year	Tax Credit Donations Received Nov.-Jan.	Tax Credit Donations Received Spring	Total Tax Credit Donations
2014-15	\$18,525	\$100	\$18,625
2015-16	\$16,547	\$1,572	\$18,119
2016-17	\$13,045	\$2,300	\$15,345
2017-18	\$12,476	\$5,676	\$18,152
2018-19	(Rec'd thru Sept) \$4,200		

- xii. The Treasurer reported that the current balance of funds available for the School Council to allocate is \$13,850. (By the end of the meeting, this amount became \$7,850 due an allocation described below.)
 - xiii. Discussion revealed that donation of undesignated tax credit amounts has been impacted by the ability of families to use their tax credit donations to cover activities for their own students, everything from sports participation to A.P. testing. Requests by clubs for donations has not decreased with this trend but has increased.
 - xiv. Can other sources be found to pay club sponsor stipends? This is difficult but possible. Club fundraising cannot be used to pay teacher stipends. Donations by any other group need to come through the school for stipend payment.
 - xv. Standridge asked the Finance Subcommittee to come back with a recommendation of a floor amount that would allow some commitments of funds during the fall semester (rather than waiting until after the bulk of donations come in over the holiday season).
 - xvi. The Finance Subcommittee agreed to meet further to consider all the points from discussion and to bring to the next School Council meeting a recommendation on a floor amount to hold in the School Council account.
- b. Action Item: Approval of Budget Request: RUHS Band Trip (postponed from 9/11/2018 meeting)
- i. Motion to approve the request of \$6,000 to support the RUHS Jazz Band's participation in the 2018 Midwest Clinic.
 - 1. Standridge 2. Peters
 - ii. Discussion: The RUHS Band is requesting \$6,000 out of \$25,000 needed for a December 2018 trip by 18 students who are members of the Jazz Band to attend the Midwest Clinic in Chicago.
 - iii. In its prior meeting, the Finance Subcommittee had decided to recommend against the allocation. But this meeting was held before the full discussion (above) of the School Council budget. The request came in August, when there was only \$8,000 in the School Council account.
 - iv. Marchant described the opportunity. This is a special request for a rare opportunity. The Midwest Clinic International Band, Orchestra and Music Conference is the largest band education conference in the world. Groups must apply to attend. Most participants are professional or college bands.

In 71 years, only 15 groups from Arizona have attended, and the RUHS Jazz Band is the only group ever invited from Tucson.

- v. Marchant described the budget. The Band has done much fundraising to date. Most of that money is committed for next year's band camp. Through creative planning, the travel costs for the Midwest Clinic trip are down to \$954 per student. There are 18 students, 2/3 of whom are UHS students and 1/3 of whom are RHS students. If the band receives the requested funds from the UHS School Council, then the band leader will request \$3,000 or \$2,000 from the RHS School Council.
 - vi. Bacalia and Sinclair commented that this type of experience helps students broaden their perspectives and helps them stand out on college applications.
 - vii. Roll call vote: The measure passed with 24 Ayes, 1 No, and 1 Abstention.
 - viii. Discussion of when to abstain from voting. A member who might personally benefit from a measure could arguably still vote in favor of it as an advocate for that stakeholder group. Therefore, it is difficult to come up with a policy about recommending abstentions. Bacalia recommended that members abstain from voting when their personal ethics made them feel that would be the right thing to do.
- c. Action Item: Approval of policy to create The Policy Revision Subcommittee
- i. Schmidt: This was a discussion item last time. A vote is required to set up the subcommittee.
 - ii. Motion to create the UHS Policy Revision Subcommittee, using the text of the motion pasted in on page 5.

- 1. Tully
- 2. Bacalia

(Continued on next page.)

Text of the Motion: [Note: numerals and letters refer to the UHS policy outline]

III.L.9. Policy Revision Subcommittee.

III.L.9.1. Membership. The committee shall consist of faculty, parents, and students. There shall be at least two faculty members – one at large representative and one who is a member of the Instructional Council, at least one parent, at least one student, and at least one University High School administrator. Staff, community, or alumni may be on the subcommittee. Members of the subcommittee need not be members of the School Council. The subcommittee shall be chaired by a University High School administrator.

III.L.9.2. Responsibilities. The subcommittee shall have the following responsibilities:

III.L.9.2.a. To review University High School policy recommendations put forth by the Instructional Council and then to recommend to the site council the approval or denial of policy change.

III.L.9.2.b. subcommittee will meet annually as well as at the request of the School Council, Instructional Council, or school administration. The subcommittee shall meet to create informed recommendations to modify Instructional Council policy recommendations from Instructional Council or to recommend to approve or to deny policy recommendations made by Instructional Council.

III.L.9.2.c. To recommend policy items to the Instructional Council or school administrator for review or revision. **(Res 4-63, 10//18)**

- iii. Discussion: Bacalia mentioned that this motion was written in the format of the UHS policy document. He added humorously that if subcommittee doesn't care for the policy formatting, it can change that!
- iv. Standridge clarified that the Instructional Council will lead review and updating of UHS policy. The new subcommittee's role will be to ask questions, clarify, and approve (or revise) the Instructional Council's work. Schmidt said that "annually" applies to the School Council year (rather than the calendar year).
- v. Motion passed with roll call vote, unanimously by those present.
Aye – 27, No – 0, Abstain – 0

d. Discussion Item: Volunteers to serve on Policy Review Subcommittee

- i. The following School Council members volunteered to serve on the subcommittee: Bacalia, Barraza, Castillon, Lee, Pendleton, Schmidt, and Standridge.
- ii. Members were reminded that they can invite stakeholders who are not on the School Council to volunteer.

VI. Committee & Misc. Reports

- a. Principal's Report – Cislak
 - i. Congratulations are in order: UHS was named an A school. This is the last year our letter grade will be based on AzMerit. ACT will be used in future.
 - ii. UHS now has ten Computer on Wheels carts filled with laptops (COWs).
 - iii. Teachers have been paid their Results Based Funding (RBF) bonuses. TUSD has said it cannot pay RBF bonuses to counselors and classified staff. Support Staff bonuses have been paid out in other districts. UHS Administration is still working on this issue.
 - iv. Next school year UHS will be offer the AP Seminar course. It will be focused on Mexican American and African American issues.
- b. Tax Credit & Budget Committee Report – Youngerman
 - i. Information was covered earlier in the meeting. With today's allocation of \$6,000 towards the Jazz Band trip to the Midwest Clinic, the remaining amount in the School Council account is \$7,850.
- c. Recruitment & Retention Committee – Cislak
 - i. Around 520 8th graders who have been accepted to UHS were on campus today for Step Up day. It was a hectic but successful day. UHS students make welcoming, conversational hosts for visitors.
 - ii. Two pilot initiatives are underway for recruiting: 1) Using an age appropriate rubric for scoring the CogAT (use of the 7th grade rubric when students take the test as 7th graders, or of the 8th grade rubric when students take the test as 8th graders); and 2) Allowing students who score at the 6th stanine to retake the test and providing study material. This year's re-testing will occur on December 8, 2018.
- d. Instructional Council – Bacalia
 - i. Several discussions ongoing: the covered parking project's impact on employees and students; new courses such as the A.P. Seminar; and proctoring for the December CogAT re-test.
- e. UHS Foundation & Alumni Association – Tully
 - i. The UHS Foundation continues to raise money for UHS and to reach out to alumni as part of that process. An alumni get-together will take place on October 23, 2018.
- f. UHS Parents' Association – Palacio-Hum
 - i. The 9-13-2018 UHSPA meeting: Lori Minor spoke about her role as a Writing Coach, and student Alicia Sibole spoke about her business Alicia's Life Tips.
 - ii. The UHSPA will continue Campus Beautification. On Saturday, November 17, there will be a campus clean-up day with Rincon High School, 9:00 a.m. to 12:00 noon. Then each school will take on some of their own initiatives. UHS will focus on "Fun Friday Fix-It" blitzes. The first will take place on November 9, 5:30-8:00 p.m. with participants painting bathrooms.
 - iii. The UHSPA will seek to work with alumni foundation to fund the College and Career Counseling Center positions that it supports.
 - iv. Next meeting on October 18, 2018.

- g. Student Council Report – Pendleton
 - i. Primarily working on planning and decoration for Step-up day on Thursday, 10/29.
- VII. Request for Agenda Items for next meeting (please submit action & discussion items to President Schmidt through email.)
- VIII. Reminders:
 - a. School Council meeting time and place will be posted 24 hours in advance (on UHS Admin. Bulletin Board and in public). Attendance and minutes will be submitted to a School Council officer prior to the next meeting.
 - b. Please observe proper decorum and schedule your time to be able to attend the entire School Council meeting. Each meeting should last 90 minutes and will be adjourned by 5:00 p.m. A quorum, your time, and your participation are valued assets of the UHS School Council.
 - c. Youngerman mentioned that this week is the last chance to vote for one's preference on the TUSD academic calendar.
- IX. Adjournment
 - a. Motion: Ulrich Second: Bacalia
 - b. Unanimous consent