**University High School**

**School Council Meeting Minutes**

**May 9th, 2017; 3:30 p.m.**

**UHS Library**

1. Introduction of 2017-2018 School Council Members
2. Parliamentary Elections: Chair, Assistant Chair, Secretary, Treasurer
   1. Chair – Meg Tully
   2. Assistant Chair – Bob Yell
   3. Secretary – Kris Tully
   4. Treasurer – George Youngerman
3. Approval of the Agenda *Correct Agenda to read Minutes of April 2017*
   1. Cislak motion passes
4. Approval of the April 11th, 2017 Minutes Approve Motion Ms. Standridge, Ms. Peters
5. Call to the Audience
   1. Introduce Sonia Apadaca--is willing to serve as a parent on School Council
6. Discussion & Action Items
   1. Discussion/Action Item: Approval of 2017-2018 School Council Meeting Calendar
      1. Motion to Approve 1. Tobin, 2. Yell
      2. Changes to Note in 2017-18 School Council Meeting Calendar
         1. Tuesday during Fall Break
         2. Tuesday 3rd week after Winter Break
      3. Note: Sign up for snacks for 2017-18 meetings
      4. Motion Passes
   2. Discussion/Action Item: Approval of Tax Credit Grant Application Process
      1. Motion to Approve 1.Standridge 2.Cislak
      2. Karlowicz: This is a policy change, so it requires a roll call vote, even though it was approved in the last meeting.
      3. George Youngerman requested adherence to the 5-step procedure for grants:
         1. The potential grant recipient must submit minutes of the School Council approval of the grant and an invoice to the Finance Office*.* The grant application online includes the process for the applicant to follow.
         2. The person requesting money must attend School Council.
      4. Roll Call vote: motion passes
   3. Discussion/Action Item: Approval of BOOST Teachers
      1. Motion to approve 1. Melana, 2.Peters
      2. BOOST Teachers include Volkening, Karlowicz. Cannon, Traquair, Jones, Hamilton, Cardenas, Rainey, Willey, and Sudak.
      3. Matt Alrich and Megan Cassidy are co-directors
      4. Roll call vote. Abstentions Karlowicz, Traquair.
      5. Motion passes.
   4. Discussion/Action Item: Approval of Student Instructor (SI)I Policy
      1. Motion to Approve 1. Karlowicz, 2.Cislak
      2. Discussion:
         1. Karlowicz explained the purpose of the policy change and the reason for this vote in order to prepare for the 2007-18 school year.
         2. Karlowicz reviewed the history of the policy.
            1. Policy concern= impact on other courses
            2. Return to original policy of seniors only
         3. Cislak addressed requirements of the SI course
            1. Students must receive a letter grade
            2. Student Instructors must have no access to student grades
         4. Cislak explained reasons for the policy change
            1. Too many Student Instructors could mean the loss of faculty member
            2. Students have tries to enroll as an SI or similar class twice

Concern re students who don’t have access to the courses they want.

* + - * 1. Some students who need Science classes have limits to access
        2. FIRPA issue re: access to student grades

We cannot be giving letter grades for this course, as there are no state standards for Student Instructor credit.

Students may not be the adult of record for a grade

FIRPA stands whether we want it or not

* + - * 1. UHS hopes to offer the AP Capstone program in future, but we must clean up the SI program to be able to add the Capstone program.
        2. Clear guidelines are necessary
        3. Students will “audition” for math or science classes, but there is no class to put them. This has resulted in students having 2-3 sections of SI—should take classes instead.
        4. SI Courses that are working are excellent and valuable.
      1. Tong: FTE issue is that students are not counted as enrolled in a full set of classes (5 classes, not 6).
         1. Excessive SI courses could result in the loss of 1 or 2 full-time teachers.
         2. Loss of teachers would mean, for students, the loss of the opportunity to take a full set of classes.
      2. In 2016-17 school year, there were 89 SI students.
         1. Half were very strong experiences.

Students have strong relationships with teachers, and they get good recommendations.

* + - 1. Pietz: how many Student Instructors have strong experiences?
      2. Tramello? Instead of waiting to be and SI until senior, you could lose knowledge that would enable a person to be an SI. For example, I took AP Euro this year and would like to be an SI next year—but I wouldn’t want to try that as a senior—would forget.
      3. Standridge: Part of Teacher Evals will be how they manage their Sis. We want students to have opportunities (courses) off campus too. Some teachers have not managed their Sis well, and will not have them next year.
      4. Herring: Juniors can be good Sis. Encourage sense of community between underclassmen and upperclassmen. The pool of students who have not been Sis will still be substantial.

The issue of weak courses will be addressed by the syllabi.

The SI program is strong when it is managed well.

* + - 1. Cislak: We need to add strong courses if students do not have a course they want to take. We lose FTE is students take a RHS course.
      2. Pietz: Is the experience of an SI in APUSH available? Is it an adequate experience, in that colleges don’t love non credit courses.
      3. Cislak: It is a state requirement issue.
      4. Karlowicz: students will enroll, drop and take more than one SI course. Seniors-only requirement fixes that problem. The CAPSTONE program will fix this in the future.
      5. Underclassmen may take SI course as seniors.

1. Frankel: How does this policy address need for students who are not seniors who need to take a course like Chemistry several years in a row?
   * + 1. Palacio-Hum: Student Instructors or Teacher Aides are both counted the same for credits. Both affect the # of FTEs available to the course.
       2. Cislak: I could lose FTE if seniors don’t take full 6 classes.

5. Vote: Policy vote, so voice vote.

1. Paul Karlowicz: Reminder about policy proposals.
   * + - 1. Check policy online before proposing a new policy.
         2. Voting: abstention can be a way to avoid a conflict of interest OR if one were out of the room and unable to make an informed decision. If you don’t know enough to make an informed vote, the appropriate vote is No.
         3. The policy is on the website. uhssitecouncil.weebly.com
         4. When the vote is completed, a person who wants to object may add to the minutes, but not change the vote. One could challenge the vote in August 2017, but not now.
2. Motion approved.
   1. Discussion Item: Reminder about Policy Proposals
3. Committee & Misc. Reports
   1. Principal’s Report: Joel Bacalia
      1. Ms. Cislak was Teacher of the Year.
      2. Prom was great
         1. Eegees were appreciated.
         2. No balcony access was a disappointment.
      3. AP testing in full swing with some hiccups. 3 more days left.
         1. Why are there so many problems with AP exams. For example, problems last year re: AP Spanish, restrooms, AP Physics, and affidavit re times (incorrect start or end times.
      4. UHS is 15th school in US. Discussed comparisons re BASIS.
      5. End of year is coming, but some classes still have finals.
      6. An internship is being established with St. Joseph’s hospital. A program of rotation in 20 areas is possible with St.Mary’s as well.
      7. We are splitting parking places 50-50 with RHS, but adding 20 % more parking places.
         1. Some concerns about making accommodations for unique or seasonal situations.
         2. Seniors will be first in the lottery (at the end of the year).
      8. Possibility of having removable parking passes.
         1. Issues:
            1. Does anyone consider having dedicated parking slots?
            2. Is anyone considering those who live far from UHS?

Mr. Balcalia gave assurance that this issue is being addressed

* + 1. Jazz Band gave an excellent performance
    2. Grad Night preparations are on track
    3. Declaration Honors Night is scheduled
    4. Recruitment and Retention: 7th grade testing for non-TUSD schools.
    5. Dr. Sanchez will be the speaker at graduation.
  1. Tax Credit & Budget Committee Report: Mr. Youngerman
     1. The budget for 2016-17 started with $49,000 and ends with $25,500.
     2. $43,500 in payment: Weight Room and flooring.
     3. Deposits from Tax Credits ($3600 as Odsssey of the Mind didn’t go through). Veronica says we may have about $3000 in stipends. $25,000 available.
     4. We need to use the funds, not just leave them in the bank.
     5. We usually start the year with about $4500. Tax Credit donations are lower because of tax credits for specific programs.
        1. Dr. Yell: any outstanding debts? Mr. Youngerman: no.
     6. Ms. Blackman and Ms. Hamilton will continue with Finance Committee.
        1. Need student to serve on the committee. Volunteer =?
  2. Recruitment & Retention Committee Report
  3. Instructional Council Report:
     1. Making preparations for end of year and staring anew.
  4. UHS Foundation & Alumni Association Report: TUSD is working one a “COW.” Need details.
  5. Parents Association Report:
     1. Grad night.
     2. Election: Marion Benz is new president of UHSPA.
  6. Student Council Report:
     1. Prom was Saturday.
     2. Students may be helping with Senior Dinner.
     3. Officers of Student council next year will be in a class as well as a club.
        1. Representatives for Student Council officials for Ms. Cannon’s 11-12 class will be different from the elected reps, who will want to attend Ms. Cannon’s class enough though their schedules conflict.
        2. Ms. Tully: We are substantially changing the Student Council class for the coming year.

1. Request for Agenda Items for next meeting (please submit action & discussion items in electronic format)
2. Reminders:
   1. 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.
   2. 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.
3. Adjournment

**Next Meeting: Tuesday, Aug. 15th, 2017 at 3:30 p.m. in the RUHS Library**