

University High School Council

Minutes 2018-2019

Meeting Date: 8/14/18

Meeting Location: RUHS Library

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

- I. The meeting was called to order at 3:31pm by Chair Mike Schmidt.
- II. Parliamentary Elections:
 - a. Secretary: Martha Lee
 - i. Schuneman
 - ii. Peters - Approved by unanimous consent.
- III. Approval of the Agenda
 - a. Approved by unanimous consent.
- IV. Call to the Audience
 - a. Athletic Director Dave Le Peau presented the need for a covering to protect the gymnasium floor. A durable cover will be pulled over the gym floor when chairs and tables are set up in the gym for events. This will prevent undue wear and tear on the floor. Professional sanding and sealing of the gym floor would cost around \$40,000 or more; a cover is more economical. First bids for the floor covering came in at around \$10,000. Then Le Peau has found a company that is offering the cover at cost to RUHS. He proposes for the Athletics Department, the UHS School Council, and the Rincon School Council to split the cost at around \$1,200 each. He has reserved the necessary funds in the Athletics budget, and is on the schedule to meet with Rincon School Council. Action taken later in the meeting.

- b. Francesca Sosky followed up on her May 8, 2018 presentation on equipment needs for the RUHS Stage Crew. Over the summer, the Stage Crew reorganized their request of funds. The Crew requests \$850 from UHS School Council to purchase a Clear-Com Power Supply Main Control, which will allow communication between four different locations backstage and in the auditorium building. Other equipment that is needed, such as headsets and belt packs, will be purchased with funds from Rincon High School and from the Stage Crew budget. Sosky will donate her time to install the equipment.
- V. Approval of the May 8, 2018 Minutes.
 - a. Lee requested clerical correction of the dollar amount of extra duty stipends mentioned in minutes item VI. b. ii. (from \$10,333,35 to \$10,333.35).
 - b. With the correction, the minutes were approved by unanimous consent.
- VI. Discussion and Action Items
 - a. Action Item: Approval of Budget Request: Gym-Floor Protective Covering
 - i. Finance Subcommittee Chair George Youngerman introduced members of the Finance Subcommittee for the 2018-2019 school year: Iselle Barrios, Enrique Castillon, Martina Kimball, Brock Lyons, and Andy Pendleton.
 - ii. Motion to "Approve the Athletics Department request for \$1,200 for the Gym-Floor Protective Covering, contingent on the Rincon School Council approving \$1,200 for the same purpose."
 - 1. Motion: Youngerman Second: Ulrich
 - 2. Aye 29, Nay 0, Absent 3 (Balzer, Smith, Standridge)
 - b. Approval of Budget Request: Stage Crew Equipment
 - i. Youngerman said that the Finance Subcommittee originally received a written proposal from Stage Crew requesting \$3,600. The subcommittee was going to recommend approval of \$1,200. Since the new \$850 request is less than this amount, the subcommittee does not need a new written request.
 - ii. Motion to "Approve the Stage Crew request for \$850 to purchase equipment."
 - 1. Motion: Castillon Second: Sinclair
 - 2. Discussion: Tong asked how much is in the UHS School Council budget, and Gebert asked how much the Council typically spends per year. Youngerman answered that the current cash balance is about \$26,300; last year, the Council spent around \$18,000. Schmidt pointed out that with approximately \$14,000 of stipends to be allocated, the Council currently has around \$12,000 that it can spend.
 - 3. Aye 29, Nay 0, Absent 3 (Balzer, Smith, Standridge)

- c. Action Item: Approval of Edits to Extra Duty Stipends for 2018-2019 SY
 - i. Background provided by Cislak: The list called “Extra Duty Stipends Proposal SY 2018-19” was reviewed by TUSD administration and sent back for editing so that extra duty titles conform to the format used by other schools. Edits are needed for items highlighted at the bottom of the list.
 - ii. Motion to “Edit the Extra Duty Stipends Proposal SY 2018-19 to remove the title ‘Class Sponsor’ from the highlighted items, leaving only the name of the club or activity, and leaving one description cell blank for a Vacant extra duty.”
 - 1. Motion: Lee Second: Gebert
 - 2. Unanimous voice consent.
- d. Discussion Item: Constituent Communication Transparency Plan
 - i. Chair Schmidt stated that the School Council and the UHS Administration are dedicated to transparency and communicating with constituents. The topic was introduced at the May 8, 2018 meeting. Schmidt developed and provided to Council members samples of a general “Site Council Notes for Constituent Groups” and his “Constituent Communication” tailored for the audience of teachers. He encourages all School Council members to communicate with their constituents. The ensuing discussion focused on how to do this. Points from the discussion:
 - 1. The School Council has a website <http://uhssitecouncil.weebly.com/> where the Council is introduced, and documents are posted.
 - 2. School Council Chair and UHS Admin will investigate the best way to create a new email address for each constituent group, such as studentrep@[suffix to be determined], parentrep@__, teacherrep@__, communityrep@__, staffrep@__, etc.
 - 3. Each constituent group will designate one person to check these email accounts and respond to inquiries.
 - 4. The Remind accounts for each grade level will include messages alerting recipients to upcoming School Council meetings.
 - 5. Cislak will include information about the School Council in the Weekly Penguin newsletter.
 - 6. Student(s) spoke at the four cohort meetings that already took place. The importance of School Council and how to participate were discussed.
 - 7. Schmidt urges everyone to actively engage with their stakeholder groups so that the existence and actions of the School Council are more widely known.

- e. Discussion Item: UHS Policy Document Update/Reorganization (creation of a new subcommittee?)
 - i. Schmidt: This is a 200+ page policy document that is in addition to the shorter UHS Constitution. The policy document was composed around 1992 and is now out of date and disorganized. There are outdated terms, and some policies conflict with district policy. The document needs to be cleaned up and approved by the School Council.
 - ii. Cislak: The document needs a lot of discussion, especially with the Instructional Council (IC). The IC is scheduled to start looking at it this month. The IC can make recommendations for organization, content, and consistency between departmental sections. It will be best for the IC to deal with manageable pieces and then hand these pieces off to a School Council subcommittee for consideration.
 - iii. Castillon: Reviewed the document and have concerns about the student section. Old terminology "SAB" is used. Policy needs to be updated for how students will be elected to the School Council. Also expressed concern about diversity on the School Council. Student representation is diverse; other constituent groups are not as diverse as we would desire.
 - iv. Cislak: Site Council members who are willing to serve on a subcommittee should let Chair Schmidt know. The Council will revisit this issue in September.

VII. Committee & Misc. Reports

a. Principal's Report - Cislak

- i. Welcome to new school year.
- ii. UHS has a new Assistant Principal, Ms. Andrea Evans.
- iii. Performance on spring 2018 AzMERIT improved over the previous year! In future, UHS and all TUSD high schools will use the ACT as the standardized test. Only juniors will take the test.
- iv. AP scores went from 90% passing in 2017 to 94% passing in 2018. Passing is a score of 3 or above.
- v. Results-based funding (RBF) and AP bonus funds that were approved last year are in process of being paid out. AP monies were paid in July, working to get RBF monies out as soon as possible. The bonus structure will vary this year; the state will allow the equalization of AP bonuses across instructional staff.
- vi. With RBF, the school was able to purchase Springboard curriculum and some computers for teachers.
- vii. With donations from the UHS Foundation and Alumni Association, the UHS Parents' Association, and a nonprofit, plus with funds from TUSD, the school has purchased 9 COWs (computer on wheel sets), with 30 computers each. Thank you to the TUSD Director of Advanced Learning for his advocacy to help make this addition of 270 new laptops possible.
- viii. The relationship with the University of Arizona is developing, with internships and TED-like talks in planning.
- ix. In June 2018, 320 6th and 7th graders attended the BLAST outreach program at UHS.

- x. Bad news: Parking is a nightmare, but thanks to all for patience. The end date for solar panel installation is not known.
 - b. Tax Credit & Budget Committee Report - Youngerman
 - i. In the 2017-2018 school year, there were around \$19,000 in donations to the School Council. Big donation months are December, March, and April.
 - ii. With today's approvals and the extra duty stipends committed, we are at about a balance of \$10,000. Committee likes to keep a balance of around \$10,000 in case a big need arises.
 - c. Recruitment & Retention Committee – Evans
 - i. Have scheduled four regional meetings and two nights at UHS to provide information to middle school students and their families about UHS.
 - d. Instructional Council – Schuneman
 - i. Have plans to maintain warm atmosphere at cohort parent nights that are replacing the traditional open house.
 - ii. Dealt with requests from two students for reduced schedules (one request approved, one denied).
 - e. UHS Foundation & Alumni Association – Gebert
 - i. Moving away from supporting technology (since other sources of support have been found) to giving principal the flexibility to deal with ad hoc requests. Have doubled amount in Principal's Leadership Fund.
 - ii. Still working on application process for requesters.
 - f. UHS Parents' Association – Peters
 - i. Have new board officers with Kyra Holtzman as President.
 - ii. First meeting went well, around 175 parents present.
 - iii. Have asked parents to donate school supplies in a supply drive coordinated with parent cohort meetings.
 - iv. Meetings take place on 2nd or 3rd Thursday of the month at 6:00 p.m.
 - g. Student Council Report – Pendleton
 - i. Will have 3 freshmen co-chairs and then a chair for each of the other classes.
 - ii. The Club Fair will be on Tuesday, August 28, 2018 during Conference period.
- VIII. Request for Agenda Items (please send by email to School Council Chair).
- IX. Adjournment
- a. Motion: Sinclair Second: Schuneman
 - b. Unanimous consent
- X. The meeting was adjourned at 4:54pm by Chair Mike Schmidt