

University High School Council

Minutes 2020-2021

Meeting Date: 09/08/2020

Meeting Location: Zoom

Members present	Administration	Faculty	Students	Parents
	Joel Bacalia		Iselle Barrios	Siobhan Daniel
	Andrea Evans	Kimberly King		Barney Holtzman
	Rosalinda Rodriguez	Jeff Marchant	Sydney Kim	James Mandolini
		Ann Mitchell	Jade Kuan	Paisley McGuire
		Jacob Ollanik	Ananya Munjal	
		Mike Schmidt	Randy Navarro	
	Community Members	Leiba Schuneman	Andy Pendleton	
		Matt Ulrich	Mila Tomizuka	
	Kris Tully			
Members absent	Community Members	Faculty	Students	Parents
	Kevin Gebert	Beth Braun	Rachel Dai	Tim Sonier
	Administration			Kara Vathauer

Agenda:

- I. Meeting called to order at: 3:33
  
- II. Approval of the Agenda
  - a. Proposed amended Action Item B: Approval for Travel Club to use Travel Club Program Tax Credit monies to reimburse families for the money paid towards ~~2020~~ 2021 trips that ~~did~~ WILL not happen due to COVID
  - b. Motion by: Schuneman
  - c. Seconded by: Barrios
  - d. Discussion/Debate:
  - e. Vote: 10 yeas, 1 abstain
  
- III. Approval of the August 18th, 2020 Minutes
  - a. Motion by: Tomizuka
  - b. Seconded by: Kuan
  - c. Discussion/Debate: none
  - d. Vote: unanimous consent
  
- IV. Call to the Audience: No audience members present

- V. Action Item: Approval for Ms. Braun to use Dance Program Tax Credit monies to reimburse families for the money paid towards Normandy trip that did not happen due to COVID
- i. Motion by: Barrios
  - ii. Seconded by: Bacalia
  - iii. Discussion/Debate:
    1. Marchant: how is this not a legal concern?
    2. Bacalia: falls within AZ tax credit guidelines
      - i. **(SEE APPENDIX A FOR TAX REFUND REGULATION EMAIL)**
    3. Schmidt: tax credits will not be refunded if credits have been claimed
      - a. Bacalia: shared email of district guidelines for families with site council
  - iv. Vote: passed unanimously 21 favor/ none opposed
- b. Action Item: Approval for Travel Club to use Travel Club Program Tax Credit monies to reimburse families for the money paid towards ~~2020~~ 2021 trips that ~~did~~ will not happen due to COVID
- i. Motion by: Bacalia
  - ii. Seconded by: Tomizuka
  - iii. Discussion/Debate:
    1. Schmidt: Reiteration of changed wording of the motion
    2. **(SEE APPENDIX A FOR TAX REFUND REGULATION EMAIL)**
  - iv. Vote: passed unanimously 21 favor/ none opposed
- c. Discussion Item: Elements to include in letter to TUSD Governing Board and Administration with requests for reopening procedures
- i. Discussion/Debate:
    1. Schmidt: Pima county is yellow, giving us the possibility of hybrid learning
    2. Tomizuka: Poll on Insta 50/50 from students. Students don't like on-line learning and don't like hybrid learning
    3. Schmidt: We don't know how much input students/teachers will have for hybrid model
    4. Barrios: Having no idea what the hybrid model will look like she feels unequipped to weigh in
    5. Kim: Hybrid model? What does TUSD mean?
    6. Schmidt: The model is unclear; we know there will be some mix of in home and at school learning and families always have the option to opt out of at school if they don't feel safe
    7. Mandolini: partial day schedule will be logistical nightmare for families/ transportation
    8. Holtzman: Why is IC against hybrid if we don't know what it means?
    9. Schmidt: Teachers will need to both teach in person and online increasing teacher work loads

10. Marchant: Spoken with others already trying to go to a hybrid model 2 ways to approach this
    - i. a. be at school or at home
    - ii. everyone back at school but not at the same time  
Neither of these models work for HS because of different schedules. We have not seen a model that works
  11. Barrios: What will be COVID precautions?
  12. Bacalia: See Next steps 2020 document – everything can be found on the TUSD site in that document
  13. Barrios: will students have option to opt out if entire school returns 100%
  14. Schmidt: Understanding is that there will be two stages: Hybrid where students opt in to coming on campus and then a full return when TUSD returns 100% then all students will be expected to attend
  15. Mandolini: teachers take the greatest health risk and that should be recognized in the document
  16. Holtzman: Who writes the letter? Wishes to explain our concerns about why we are against hybrid model
  17. Schmidt: Schmidt (as chair) and UHS Admin will draft letter, send to IC, School Council will review and approve at October meeting.
  18. Tomizuka: Students wish to interact with friends and students BUT the more restrictions that are put in place the harder they will be to enforce and therefore not have student buy-in
  19. Mandolini: Expense of reopening in the form of PPE? Who bares that?
  20. Bacalia: Cares Act is limited but helping currently, future funding is uncertain
  21. IC: no hybrid, give enough advanced notice
- d. Discussion Item: Acknowledgement of Letter/Petition from Antiracist Penguins advocating for antiracist education to be implemented at UHS, discussion of possible next steps
- i. Discussion/Debate:
    1. Schmidt: Social justice-based curriculum designed and implemented in the district
    2. Bacalia: This is a big deal at UHS! No student should fight to have the “same” or “equal” experience. Let’s focus on how to impact our loci of control
    3. Holtzman: Witnessed changes on campus. Concerned about precedent set by allowing a outside groups to influence decision-making on site
    4. Ollanik: AP curriculum doesn’t require multicultural education, broadly speak in support

5. Tomizuka: walked away from AP classes feeling that multicultural education was left out
6. Bacalia: Can't make a new curriculum, what can we take on?
7. Letter writers asked for:
  - i. experts coming in to speak to stakeholder groups about antiracist education
  - ii. standing committee not simply a club- student centered organization that can report to site council about issues they see currently
8. Bacalia: We have support from district. They can support us in our attempts to improve student experience

## Discussion & Action Items

### VI. Committee & Misc. Reports

#### a. Principal's Report – Bacalia

- i. Fall equalization- did not lose any FTE still looking for 1 teacher
- ii. Growing: currently over 1200 students
- iii. Working on getting students to advocate when they are struggling/making sure students aren't falling through the cracks is difficult through virtual
- iv. PSAT will be in January, working to get 9<sup>th</sup> graders to take PSAT 10
- v. Benchmark testing from home computers (seniors will be included this year)
- vi. Ms. Evans took over school Instagram

#### b. Tax Credit & Budget Committee Report – Rodriguez

- i. No new update Finance office is currently off limits

#### c. Recruitment and Retention Committee Report– Evans

- i. Using STUCO Instagram using towards retention
- ii. Rodriguez and Hernandez constructing a plan to reach out to MS students online hosting a virtual retreat
- iii. Working with TUSD communications to create virtual tour of UHS
- iv. Updating our videos

#### d. Instructional Council Report – Schuneman

- i. Discussion of antiracism letter
- ii. Discussion of enrollment and admissions testing
  1. No admissions testing has taken place yet
  2. January or February?
- iii. P/T conferences coming up
- iv. Advocacy for how we wish reentering the school
  1. Avoid hybrid
  2. Have fair warning

3. Holding standards that will prepare students for future years without breaking them online
  - e. UHS Foundation & Alumni Association – Tully
    - i. PILOTE scholarship is still happening
    - ii. Trying to change to meet the new needs of UHS
  - f. UHS Parents' Association – Vatthauer
    - i. Still need two additional parent representatives to School Council
    - ii. Plea for parent involvement for Grad night ideas and parent committee involvement
    - iii. Grant request for science dept
  - g. Student Council Report – Pendleton
    - i. Formed committees: Activities, Spirit, Mental Health
    - ii. Students councils will take over announcements
      1. Virtual announcements through Instagram  
UNIVERSITYHSPENGUINS
      2. Ms. Evans is controlling the Instagram
    - iii. Hosting town halls starting this week
    - iv. Next week is spirit week
    - v. King: Teacher spirit week?
      1. Ollanik/Kim: Yes
    - vi. Holtzman: Are students working on antiracism issues?
      1. Not yet
- VII. Request for Agenda Items for next meeting (please submit action & discussion items in electronic format)
- VIII. Reminders:
  - a. School Council meeting time and place will be posted 24 hours in advance (~~on UHS Admin. Bulletin Board and in public~~) (online at <http://uhssitecouncil.weebly.com/current-council-business.html>) 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.
- IX. Meeting Adjourned at: 4:52
  - a. Motion to adjourn.
    - i. Motion by: Dai
    - ii. Second by: Ollanik
    - iii. Voice Vote: Unanimous

**Next Meeting: Tuesday, October 20<sup>th</sup>, 2020  
(THIRD Tuesday of the month to accommodate Fall Break)**

**APPENDIX A:**

***Copies of emails sent to Mr. Bacalia about the Tax Credit Refund Process***

TO: Regional Assistant Superintendents and School Principals  
FROM: Renee Weatherless, Executive Director of Finance  
RE: Emergency Procedures for Refunding Fees forfeited as a result of COVID-19 Closures

Per the State of Arizona Department of Revenue Tax Credit Guidelines for 2019-20 school year, tax credit donations are deemed non-refundable. However, due to the school closures related to COVID-19, many student-related travel and other events were cancelled.

The result of the cancellations left families who paid fees for their student(s) to participate in extra-curricular activities to be out the cost of those activities. In addition, high school seniors who will be graduating will not have an opportunity to benefit from any unspent fees.

Therefore, refund requests for the 2019-20 school year shall be in writing and emailed or mailed to the attention of the School **no later than June 30, 2020**. The school will route the requests to the appropriate approver based on the funding source. (Tax credit to site council; student funds to student club; auxiliary and gifts and donations to the principal) Site councils, student clubs or the principal must make a determination and **notify the donor within 30 calendar days of the receipt of the written request**. Payments will be processed immediately following the determination. **This Regulation will expire October 31, 2020.**

The written request shall include:

1. Name, mailing address, phone number and email address, if available, of the Donor
2. Amount and designation of original donation;
3. Provide documentation of cancellation notices, etc., concerning cancelled trips or activities for which the donated funds were intended;
4. Provide a brief statement of losses incurred by the COVID-19 cancellation;
5. Dollar amount of refund requested;
6. Signature or other verification of identity.
7. Date of request.

For the duration of this temporary regulation, the School Site Council may approve the issuance of a refund of fees associated with cancelled activities directly related to COVID-19 to the extent of the school's available fund balance in the related activity or in undesignated. This may also include consideration of requests made by or on behalf of graduating high school seniors who will not be able to utilize these funds, to recoup monies paid, as follows:

- A. Refund of Fees for Student Travel/Events cancelled due to COVID19 --Funding source: **Student Activities Fund 850**

The student club must vote to approve the issuance of a refund associated with cancelled activities directly related to COVID-19 to the extent of the club's available fund balance.

- B. Refund of Fees for Student Travel/Events cancelled due to COVID19 --Funding source: **Auxiliary Fund 525 and Gifts and Donations Fund 530**

The principal has the authority to approve the issuance of a refund associated with cancelled activities directly related to COVID19 to the extent of the school's available fund balance.

C. Refund of Fees for Student Travel/Events cancelled due to COVID19 --Funding source:

**Tax Credit Fund 526**

If a school raised only enough tax credit donations to cover a payment to a travel vendor and has postponed or cancelled the trip, and there are no excess funds on hand and available to issue any refunds from the original account, for the duration of this temporary regulation, the site council may issue refunds from the school's undesignated tax credit accounts, if available.

**Please remember:**

Arizona Department of Revenue Tax Credit Guidelines: Individuals receiving refunds bear sole responsibility for accurate reporting of tax credit donations. The State of Arizona Department of Revenue Tax Credit Guidelines are available at: [https://azdor.gov/sites/default/files/media/PUBLICATION\\_guideline-public-school-ECA-tax-credit.pdf](https://azdor.gov/sites/default/files/media/PUBLICATION_guideline-public-school-ECA-tax-credit.pdf)

Thank you,

Renee Weatherless  
Executive Director of Finance  
Tucson Unified School District  
1010 E. 10th Street  
Tucson, AZ 85719  
520-225-6493

Principals,

The temporary regulation JQ-R1-T that allowed our families to be refunded fees paid for travel that has been cancelled as a result of COVID-19 **has been extended to September 30, 2020.**

Please refer to the original documentation for the instructions on the process.

Thank you,

Renee Weatherless  
Executive Director of Finance  
Tucson Unified School District  
1010 E. 10th Street  
Tucson, AZ 85719  
520-225-6493