

**University High School
School Council Emergency/Special Meeting Agenda**

**January 15th, 2016 3:30 P.M.; Library
University High School**

- I. Approval of the Agenda
- II. Discussion and Action Items: (see attached for motions)
 - a. Action Item #1 - Request for Marimba purchases – Jeff Marchant
 - b. Action Item #2 - Request for Choir trip funding – Mareena Boosamra-Ball
 - c. Action Item #3 - Request for HOBY conference funding – Carmen Hernandez
- III. Adjournment

Next Regularly Scheduled Meeting:

3:30 PM Tuesday 9th, February, 2016

UHS Site Council

Form A: Grant Request for Activities

Organization/School Club: Choir Club _____
Total \$ Requested: \$2000.00 _____
Date Funds Required: ASAP _____

Requestor Name: Mareena Boosamra Ball _____
Date of Request: 1/11/16 _____

1. Briefly describe the nature of your request, including a description of the activity, event or competition for which the funds will be used; attach literature or brochures if available.

I am requesting financial assistance for my 90 RUHS choir members to attend our Carnegie Hall/NYC Tour during the 2016 Spring Break. We have been invited by Mid-America Productions to perform the music of Dan Forrest, a fabulous American Composer who will be working with the students in coaching sessions as well as playing for the concert. The price for each student is \$2300.00. and is basically

2. How often does this activity occur (e.g., one-time, recurring)?

To date, I do not believe I have ever asked for assistance for travel expenses for a choir tour. It is my hope that this will be a one-time occurrence. The choral department travels every two years.

3. What is the educational value and/or benefit of this activity?

We are singing in one of the World's most renowned music halls! This is a once in a life time experience that every musician strives to attain. Not only will they get to perform in Carnegie, but also tour NYC seeing museums, operas, musicals and take college tours

4. How are participants identified or selected to participate in this activity?

The choir as a whole was invited to perform in Carnegie...it is a great honor. My students are encouraged to attend as part of our Concert Choir

5. How will this activity support the UHS Vision and Goals?

This is a community outreach for RUHS Students. We are sharing our talents not only on a local level, but also across the country for all to see and hear.

6. If applicable, please list any other funding sources utilized; describe efforts your organization has made to promote tax credit donations to your stakeholders and supporters.

Both the student and I have been doing various fundraisers including our bi-annual Madrigal Dinner, Carwashes, T-shirt Ads, Holiday Concerts, Catalogue Sales, Fashion Show and of course

**UHS Site Council
Form A: Grant Request for Activities**

multiple letters of request for AZ Tax Credit

Requestor Signature: Mareena Boosamra Ball _____

Date: 1/11/16

Subcommittee notes and recommendation:

UHS Site Council
Form B: Grant Request for Supplies & Materials

Organization/School Club: HOBY
Total \$ Requested: 1,225
Date Funds Required: Feb 15, 2016

Requestor Name: Carmen Hernandez
Date of Request: 1-8-16 (1-12-16)

1. Briefly describe the nature of your request, including a description of the supplies or materials requested; attach itemized breakdown of costs and a quote if available.

Grant will be paid to send the newly elected HOBY Leaders to participate at the state conference. UHS has been approved to send 8 students due to their active participation throughout the year.

2. How often does this need for supplies or materials occur (e.g., one-time, recurring)?

It's a one time training; however, does attending return to conduct a CLEW. A CLEW is an introductory one-day leadership program for Freshmen. The planning is ongoing for at least 4 months.

3. What is the educational value and/or benefit of this request to participants, students or UHS community?

Students attending HOBY allows them to recognize their leadership talents & apply them to in becoming effective ethical leaders in their home, school, workplace & community. Upon returning, students become part of a larger community of leaders & thus begin planning the CLEW.

4. If applicable, please list any other funding sources utilized to address this need.

Club Tax Credit \$300⁰⁰
Asking SAB whatever is not covered

Requestor Signature: [Signature]

Date: 1-11-16

Subcommittee notes and recommendation:

**UHS Site Council
Form A: Grant Request for Activities**

Organization/School Club: HOBY
Total \$ Requested: 1,225
Date Funds Required: 2-15-16

Requestor Name: Carmen Hernandez
Date of Request: 1-11-16

1. Briefly describe the nature of your request, including a description of the activity, event or competition for which the funds will be used; attach literature or brochures if available.

Students will participate in a State Leadership Conference, UHS will send 8 sophomore representatives; 1 = \$195⁰⁰ the other 7 = \$350⁰⁰ For registration fees.

2. How often does this activity occur (e.g., one-time, recurring)?

One time a year; however upon the returning from their training, all participants become part of the HOBY CLEW Committee. This committee plans, organizes & participate in the largest Freshmen training in the state!

3. What is the educational value and/or benefit of this activity?

HOBY State Leadership Conference allows high school sophomores to recognize their leadership talents & apply them in becoming effective, ethical leaders in their home, school, work place & community.

4. How are participants identified or selected to participate in this activity?

Students were selected by teachers & counseling department based on their classroom leadership & outside involvement, including clubs, volunteer work & academic excellence.

5. How will this activity support the UHS Vision and Goals?

HOBY participants play a major role in the USP retention goals; they will offer Freshmen an opportunity to participate & belong to a greater community, giving them another option to feel they belong @ UHS.

6. If applicable, please list any other funding sources utilized; describe efforts your organization has made to promote tax credit donations to your stakeholders and supporters.

We became a tax credit club last year but only raised \$300⁰⁰. We are also asking the PA & SAB for funds not covered by this request.

Requestor Signature: _____

[Signature]

Date: _____

1-11-16

Subcommittee notes and recommendation: _____



HOBY State Leadership Seminar

HOBY's flagship program, the **STATE LEADERSHIP SEMINAR (LS)** allows high school sophomores to recognize their leadership talents and apply them in becoming effective, ethical leaders in their home, school, workplace and community. Students attend three- or four-day seminars and participate in hands-on leadership activities, meet leaders in their state, and explore their own personal leadership skills while learning how to make a positive impact in their community. The seminar curriculum is based on the Social Change Model of Leadership and develops leadership from three perspectives: Personal Leadership, Group Leadership, and Leadership for Society.

Community Leadership Workshop (CLeW)



The **Community Leadership Workshop (CLeW)** is HOBY's introductory one-day leadership program for high school freshmen. A typical CLeW is six to ten hours long, with 50-100 freshmen participants, and focuses on leadership as a discipline to be explored and learned.

HOBY CLeW students interact with local community leaders, participate in group activities, and conduct community service projects. CLeWs are organized, developed, and implemented by local business leaders, civic groups, volunteers, and HOBY alumni. There are no fees associated with attending a CLeW.

Advanced Leadership Academy (ALA)

The **ADVANCED LEADERSHIP ACADEMY (ALA)** is open to all high school juniors and seniors ages 16 to 18. The ALA is a five day practical and experiential program where participants deeply examine their own leadership capabilities. The curriculum is based on the college text Leadership for a Better World. At ALA, students learn how to use their abilities to organize and lead a service or social entrepreneurship project to address societal issues and create meaningful change. Participants meet other successful youth who have led service projects and started nonprofits and businesses. HOBY alumni are encouraged to bring their friends to share the HOBY experience. ALA students leave the program with a practical action plan to pursue in the year following their ALA experience. Support is provided to students after the program to coach them through their project implementation and success.



UNIVERSITY HIGH SCHOOL

421 NORTH ARCADIA AVENUE
TUCSON, ARIZONA 85711
520.232.5900



November 17, 2015

Dear UHS Student:

Congratulations! You are one of the top students being considered to attend the HOBY State Conference that will take place June 2 – 5, 2016. The location of the seminar will be Arizona State University West Campus, Glendale. At this point, we have not selected the finalists for this seminar; we do not know the exact number of student we can choose to attend this amazing event. Therefore, we need you to please fill out the attached form and write a 100 word statement-essay of why you should be considered to attend this HOBY 2016. Please include any extra curricular clubs, sports, volunteer work or any other activities you might be involved with at school or your community.

As a participant, you will need to pay the registration fee of \$350.00 and are responsible for getting yourself there and back. IN the past, students have car-pooled and families communicated to make transportation more affordable. If you are selected, prior to attending, you will need to support our CLeW Event on February 6. You will be one of the facilitators and help with the planning of this event. Upon your return from the conference in June, you will be expected to help in organizing our 2017 CLeW, along with all the previous HOBY alumni.

Please return your statement-essay and your application to Ms. Hernandez no later than Monday, November 23 at 9:00 am. Again, congratulations and know you were selected by the counseling department and your teachers. Your excellent people skills and academics are **OUTSTANDING** and we want you to continue doing fantastic! As we discussed, we do not know how many can be selected but you will be notified no later than Tuesday, November 24, 2015. Thank you so much!

Sincerely,

Carmen Hernandez,
UHS Advisor/Recruiter

UHS Site Council

Form B: Grant Request for Supplies & Materials

Organization/School Club: RUHS Band
Total \$ Requested: \$4095.00
Date Funds Required: ASAP

Requestor Name: Jeff Marchant
Date of Request: 1/12/16

1. Briefly describe the nature of your request, including a description of the supplies or materials requested; attach itemized breakdown of costs and a quote if available.
We are asking each school council to purchase an Adams mdl# MCKF43 4.3 octave marimba.

2. How often does this need for supplies or materials occur (e.g., one-time, recurring)?
This has occurred because the band has grown a lot in the past few years. In this past marching season we were forced to rent two marimbas at a cost of \$2197.60 for the season. Those have been returned and now, we have kids sharing, meaning that one kid sits out while another plays.

3. What is the educational value and/or benefit of this request to participants, students or UHS community?
Music education is not possible without instruments. These large style of percussion instruments are never purchased or rented by students. It is traditional and necessary for them to be owned by the district or school.

4. If applicable, please list any other funding sources utilized to address this need.
District fine arts has said that capital funding of large instruments is the school's responsibility. The suggestion was made here to approach school council. As our band has grown, no increase in operating funds has been provided by the district. Quite the opposite, in fact. Other than a recent promise to purchase new uniforms, more and more costs are falling back on the band program.

Requestor Signature: _____ Date: _____

Subcommittee notes and recommendation:



Instrumental Music Center
 7063 E Speedway Blvd
 Tucson, AZ 85710

(520)733-7334
 www.imc-az.com

PROPOSAL

PROPOSAL	DATE
496283	11/19/2015 10:39a
ACCT	EMPL ID
8690	LUCILLE
PO	EXPIRES
?	01/17/2016

Bill To: Attn: Financial Services - Payable
 Tucson Unified School District
 1010 E 10th Street
 BLDG B Room 265
 Tucson AZ 85719

Ship To: Attn: M. Geddes/J. Marchant
 Rincon/University High School
 421 N. Arcadia Blvd
 Tucson AZ 85711

H(520)225-6130 C(520)225-6124
 barbara.ballard@tusdl.org

QTY	SKU#	DESCRIPTION	PRICE EA	DISC	TOTAL
1	PSY9804C	Concert Cymbal Cradle Stand	89.00	22.25	66.75
1	75079322033	22" Cymbal Bag	34.95	8.74	26.21
1	A0495	18" Stadium Med Hvy	858.00	429.00	429.00
1	MCKF43	Marimba 4.3 Octave	5460.00	1365.00	4095.00

11/19/2015 Thu 10:36a LUCILLE

Jeff Marchant
 University High School Band Jeff.Marchant@tusdl.org
 (520) 275-3553

	SUBTOTAL	4616.96
	Freight/hand	150.00
	Sales Tax	373.97
	TOTAL	5140.93

Acct: 8690 Ref: 496283

UHS Site Council Tax Credit Grant Request Process 2015-2016

UHS Site Council is responsible for reviewing and approving the allocation of undesignated tax credit monies. These funds, which are subject to State of Arizona guidelines, are intended to provide support for eligible activities, supplies and materials that enrich or enhance the academic experience of UHS students and could not otherwise be funded. To further a consistent and fair process, the Site Council has designated the Tax Credit and Budget Subcommittee to accept applications, evaluate requests, and recommend action to the Site Council.

Step 1: Determine Eligibility

The State of Arizona has established guidelines for tax credit monies. All requestors should review these guidelines to see if the proposed request meets eligibility requirements.

Eligible

The following requests are generally eligible: trips for competitive events (e.g., AIA, Science Olympiad), musical instruments, art supplies, educational field trips, fine arts performances, athletic and band uniforms, sports equipment and other optional materials that support extracurricular activities and are not required to successfully complete the basic requirements of a course or required curriculum.

Ineligible

The following requests are not eligible: gifts or incentive rewards, recreational field trips, graduation and promotion expenses, professional development, District expenses, advertising, fundraising activities, movie tickets, classroom supplies, library books or funds for individual students.

(<https://www.azdor.gov/TaxCredits>)

Step 2: Complete Appropriate Request Form

There are two forms to request tax credit monies: *Form A: Grant Request for Activities* and *Form B: Grant Request for Supplies & Materials*. Based on the nature of the request, complete the appropriate form and submit to Carol Gaddis, UHS Staff, at least two weeks prior to the Site Council's scheduled monthly meeting. Supporting documentation must be stapled to the request. Requestors should ensure that the narrative is concise and clear and that it includes an itemization of the proposed costs. Applications will be considered on a first-come, first-serve basis. Funds will be awarded based on their availability and how well the grant request aligns with the goals of the Site Council.

Step 3: Tax Credit and Budget Subcommittee Review

All grant requests will be reviewed by the Tax Credit and Budget Subcommittee, typically the Wednesday prior to the scheduled Site Council meeting. Subcommittee members may ask requestors to attend their meeting to provide additional input.

Step 4: Site Council Vote

The Tax Credit and Budget Subcommittee submits their recommendation in the form of a resolution for the Site Council to accept or reject. Requestors will be notified of the disposition of their requests within one week of the meeting. If a request is not approved or returned for additional information, it may be reconsidered at a subsequent monthly meeting provided the requestors submit additional

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UHS Site Council Tax Credit Grant Request Process 2015-2016

documentation per the timeline and process outlined in Step 2 above. Recipients of Site Council grants are asked to wait one year before submitting another request.