

Draft Minutes

University High School Council

Date: 11/12/2024

Time: 3:30 pm

Location: HYBRID RUHS Library (East-side) or [Zoom](#)

Members present	Administration	Faculty	Students	Parents
	A. Ranjel	R. Schmidt	D. Reuter	A. Szlemko
	J. Apaez-Gutierrez	J. Ollanik	J. Tran	A. Rohrbach
		L. Volkening	M. Didan	D. Wilson
	Staff	K. Meyers	C. Madrid	A. Ruiz
		B. Hill	B. Chabra	S. Cota-Robles
	Community Members			K. Citron
	D. Guthrie			D. Daniell
	D. Tellez			S. Downer
Members absent	Administration	Faculty	Students	Parents
	J. Miller	A. Villagio	L. Terre	
		K. Balzer	B. Shupe	
	Staff			
	M. Palos			
	Community Members			
	J. Marchant			

Agenda:

I. Call meeting to order

- Schmidt calls to order at 3:31pm

II. Approve minutes of the last meeting

- Ranjel motions, Madrid seconds
- Unanimous consent

III. Approval of Agenda

- Ollanik motions, Citron seconds
- Unanimous consent

IV. Call to the audience

- None

V. Action items

- a. **TABLED FROM OCTOBER MEETING: Request to reserve the \$14,443 that was returned to the Undesignated Tax Credit Fund from the 2023/24 AP Testing Fees overage and distribute it when needed towards the 2024/25 AP Testing Fees**
- Ranjel speaks to new information
 - o ALE Department had held leftover AP Exam funds in reserve, but has been told by TUSD to return all remainders to the schools
 - o Last two years, any overages have come back to school whether Tax Credit or not
 - o This year, new coordinator paid all AP fees as Tax Credit, so all money coming back this year is Tax Credit
 - o UHS manages so many AP exams that we have more money coming in that other schools; leftovers come from ordered but untaken exams
 - Roughly \$300,000/yr for ordered exams
 - \$14,443 = ~5% unordered, untaken
 - o Ranjel recommends to NOT earmark this money for future tests since it is an overage from last year and not needed for future years
 - Question from Rohrbach: What do late fees typically amount to and would we need that money to cover future late fees?
 - o Ranjel answers: No data, but we order thousands of tests as a school

- Schmidt answers: Wouldn't be able to cover all school late fees with this amount
- Didan: Does this happen every year and will it happen this year?
 - Ranjel: Unclear since it runs year to year, but if there are overages we will receive this situation again.
- Meyers: What can we use this money for since it's Tax Credits?
 - Ranjel: Anything that falls under Tax Credit law
 - Schmidt: Simple answer is: nothing in curricular needs or school requirements; only extracurriculars and stipends, etc.
- Didan: if we don't earmark this, will future rollovers still come to us as Undesignated Tax Credits?
 - Ranjel: Yes, unless TUSD and ALE change the system
- Madrid: Any data on how much money is donated to cover AP Fees for FRL students?
 - Lopez (audience): About \$9,000, might change since lunch is free now
 - Madrid: So this money goes to FRL students?
 - Schmidt: Not automatically, but we could if Site Council does that later
 - Lopez (audience): All Tax Credits donations must remain Tax Credit for its lifetime in Finance systems; it must go through Site Council account first
 - Apaez-Gutierrez: Denying the motion on the table would open the money to more uses for more students
- Didan: So if it remains Undesignated we can vote to use it for new purposes later?
 - Schmidt: Yes
 - Daniell: Previously-given money that was non-Tax Credit is still usable for tests?
 - Ranjel: Yes, that's in Counseling accounts and can be used for tests
 - Lopez: Correct, but Tax Credits can't be used for mandatory tests; Tax Credits can supplement curriculum while Aux funds like Counseling can be used on mandatory expenses
 - Ranjel: And we only control undesignated Tax Credits.
 - Daniell: Parents have option to pay AP Fees as Tax Credit or not.
 - Ranjel: No longer an option

- Schmidt calls the question: Motion to earmark money for AP testing

- Roll Call vote:
 - Unanimous NO
 - Money remains unmarked in Undesignated Tax Credit Account

VI. Discussion/information items

a. Finalization of the memberships of the 2024/2025 School Council subcommittees

- Didan and Madrid added to Personnel
- Schmidt: Student Placement Committee language in Policy Document is outdated and out of compliance. Policy Review Committee needs to revise to bring into compliance.

VII. Reports

a. Principal's Report

- Ranjel: all is well.

b. Tax Credit & Budget Committee

- Guthrie
 - \$14k in Undesignated now in account
 - Approved \$16k over year to date
 - \$34,637 not allocated

c. Recruitment and Retention

- Apaez-Gutierrez
 - Fall admissions closed, 386 students qualified
 - Started a newsletter to keep potential students engaged in community

d. Instructional Council

- Schmidt
 - Organized classroom drop-ins by admin, dept. chairs, and CSP

e. UHS Foundation and Alumni Association

- Tellez
 - UHS Hall of Fame event for Kris Tully
 - Two reunions in December

f. UHS Parent Association

- Szlemko
 - Meeting next Tuesday @6pm in Library
 - Starting dialogue for Grad Night

g. UHS Student Council

- Tran
 - Homecoming in October! ~500 ppl at dance
 - Fall Movie Night Thursday 11/14 at 4:30pm
 - Club Presidents Breakfast
 - Winter Festival Dec. 19, in progress

VIII. Agenda proposals for the next meeting

IX. Adjournment

- Didan motions, Tran seconds
- Unanimous approval