

# Meeting Minutes

## University High School Council

Date: 9/10/2024

Time: 3:30 pm

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

Attendance:

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

Minutes:

### I. Call meeting to order

- a. Chair called meeting to order at 3:31pm

## **II. Approve minutes of the last meeting**

- a. Date and lower case “j” need to be corrected
- b. Motion from Didan
- c. Seconded
- d. Voice vote
  - i. Passes unanimously

## **III. Approval of Agenda**

- a. Terre Motions
- b. Madrid Seconds
- c. Vote
  - i. Passes with unanimous consent

## **IV. Call to the audience**

- a. Yoder and Cardenas Present to Council on Musical Needs
  - i. Working with Newsome on auditions, are 2 rehearsals in, and have an amazing opening number choreographed by Yoder.
  - ii. Hoping to have finances to invest in costumes, sets, props, make-up, and a lot of moving parts.
  - iii. Requesting \$5,000 from Site Council, any amount unspent would be returned to the Undesignated Funds.
  - iv. Costumes and Props cost a lot, this estimate is from Mr. Schmidt in his analysis of what it would cost to create these materials.
  - v. This set is integral to the story of Sweeney Todd, hopefully program can reuse in several years
- b. No other audience members address council

## **V. Action items**

- a. Grant Request for \$5000 from the Undesignated tax Credit Fund for partial funding for the 2024 RUHS Musical, Sweeney Todd
  - i. Without a seated budget committee, chair will share grant request with the council and Guthrie can comment, all can ask questions
  - ii. Request from Yoder, Cardenas, and Newsome for \$5,000
  - iii. The bi-annual musical is an integral part to the RUHS Campus
  - iv. Using designated tax credit money in addition to requested funds, have already spent \$2000 on scripts and accompanying tracks
  - v. Concerns that Rincon won't be able to contribute much from their Undesignated Fund

- vi. Tax credits can be solicited to support Musical and Site Council at Musical itself
- vii. Guthrie-We have \$36,000 in our undesignated tax credit funds available
- viii. Motion to approve by Guthrie
- ix. Seconded by Messing
- x. Discussion
  - 1. Marchant- Do Ticket Sales make money?
  - 2. Yoder- Yes, they'll make some, the Fine Art programs plan to split them 25/25/25/12.5/12.5
  - 3. Didan- How many students are participating?
  - 4. Yoder and Cardenas- over 100 including all on and off stage
- xi. Roll Call Vote
  - 1. (Yes-22, No-0, Abstain-0)
- b. 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
  - i. Ranjel- This was an overage that was not spent. A previous grant we had to supplement these costs for students who need is no longer available. We would like to continue to off set this cost for our students who need the support.
  - ii. Motion from Ranjel
  - iii. Second from Apaez-Gutierrez
  - iv. Discussion
    - 1. Cota-Robles-Where did the money come from?
    - 2. Madrid-Will this continue into other school years?
    - 3. Ranjel- Comes from overages paid for AP exams. Yes, it can continue as undesignated funds.
    - 4. AG- Free and Reduced lunch students have AP fees waived. We have students who don't qualify as such but still need help paying. We had donors who would come forward to cover those fees and sometimes would give more than needed. Sometimes students pay because they want to when they don't have to and it becomes undesignated. This has been rolling over from the last 3 years.
    - 5. Marchant- Where was it?
    - 6. AG- We knew about it last year, it should only be spent on prep and testing.
    - 7. Marchant- What are we voting on?
    - 8. Ranjel- to transfer the funds to undesignated tax credits but to hold it onto it for the use of covering student AP test fees
    - 9. Guthrie-26000 is designated to AP tests, Why are we
    - 10. Schmidt- Invites Finance Office Manager to comment and answer questions
    - 11. Lopez- Looking at payments for testing, there's donors, family payments, and people contributing their tax credit to general AP testing. Then at the end of the year funds

are left over after everything is paid. There's auxiliary and then tax credit, which must be tax credit regulated. Funds could also be used for things like tutoring.

12. Schmidt- Can we move it to Designated?
13. Lopez- Not positive.
14. Cota-Robles- Don't large donations go into auxiliary account?
15. Guthrie- The size is irrelevant, it can be \$200-\$400 that you can claim but the balance will roll over into the next year. Not limited to donating, just claiming. Once it's designated it should always be designated. It just rolls into the next year. This donor made clear intention when donating. Why would we move it to undesignated and then back?
16. Marchant-Where is it now?
17. Lopez-Apologies, this is not from donors, it is actually the revenue that was generated from paying for tests they don't take. It is the difference after paying College Board. It would go into a fund that is designated solely for AP Testing. These funds can then pay for scholarships, or other AP prep and support.
18. Schmidt-This money is the money that was being refunded to us as an overage. The money was going to undesignated, but now we can put it into another designated fund for AP tests and AP tutoring. We are voting to create a designated tax credit fund for AP tests and other associated costs?
19. Lopez- Students pay registration, test, and late fees into their TUSD account, then College Board charges TUSD and we pay the invoice. Sometimes we have more than College Board ultimately charges. That is this money, it must go to undesignated.
20. Schmidt- The ask is to designate the funds when they come into undesignated.
21. Didan-Why can't we combine it with the other AP designated tax credit funds?
22. Lopez- Because that one is a donation, there is no way to combine them because they're generated by specific means
23. Schmidt- If we make it designated counseling and admin can use?
24. Lopes- Yes
25. Guthrie- We had \$26,000 and only \$11,000 used, why wasn't it used?
26. Lopez- The need is on average about \$10,000 per year, the \$26,000 will run out, that donor has stopped contributing.
27. Schmidt- To clarify, this money is coming into our Undesignated Funds whether we want it or not. We can choose to spend it any way we wish or designate it.
28. Lopez- The only place for this money to go is in the undesignated tax credit.
29. Tran- Was this extra money from one year or more?
30. Lopez- Just from 23-24 school year
31. Didan- How is \$14,000 left over?

- 32. Lopez- UHS has about 2500-3000 tests at 98 dollars a piece, can be up to \$300,000 in fees in a given year
- 33. Schmidt- We have to vote on our motion for time
- c. Schmidt- Motions to table because it is not even in our account yet per Lopez and Guthrie. At that time we can vote on what to do with it.
- d. Guthrie seconds
- e. Voice vote-
  - 1. Passes unanimously

## **VI. Discussion/information items**

- a. Announcement of the memberships of the 2024/2025 School Council subcommittees
  - i. Please fill out the google form! Will reach out to those who didn't.

## **VII. Reports**

- a. Principal's Report from Ranjel
  - i. September 10<sup>th</sup> and all is well.
- b. Policy Review Committee from Messing
  - i. No updates until committee is seated, see you next month!
- c. Tax Credit & Budget Committee from Guthrie
  - i. No updates.
- d. Recruitment and Retention from Apaez-Gutierrez
  - i. Same dates and events as last month.
- e. Instructional Council from Schmidt
  - i. Student of the month, teacher feedback about lunch schedule being discussed.
- f. UHS Foundation and Alumni Association from Guthrie
  - i. Still here, have money to give out through links on website!
- g. UHS Parent Association from Cota-Robles
  - i. Haven't had another meeting since last SC meeting, generated volunteers for Site Council.
- h. UHS Student Council
  - i. Same dates and events as last month.
  - ii. Reminder about Karaoke on Friday at 3:30pm in Auditorium #bethere

## **VIII. Agenda proposals for the next meeting**

- a. Nothing proposed by the council
- b. Reminders
  - i. October meeting is after Fall Break
  - ii. Please notify chair to agenda items

**IX. Adjournment**

- a. Motion to adjourn at 4:53 pm by Ollanik
- b. Seconded by Shupe
- c. Voice Vote
  - i. Passes unanimously