

Meeting Minutes

University High School Council

Date: 8/12/2025

Time: 3:30 pm

Location: HYBRID RUHS Library (East-side) or <https://tusd1.zoom.us/j/85296706526>

Attendance:

Members present	Administration	Faculty	Students	Parents
	K. Bristow	K. Balzer	S. Beutel	K. Citron
	J. Miller	G. Guerrero - Muniz	B. Chabra	D. Daniell
	R. Ranjel	N. Hamilton	L. Chambers-Daniell	
	Staff	B. Hill		A. Kelly
	K. Messing		M. MacDonald	A. Nelson
	Community Members	J. Ollanik	M. Nishat	A. Rohrbach
	D. Guthrie	L. Placencia Carranza	W. Ruiz	
	D. Tellez	R. Schmidt	J. Tran	D. Wilson
Members absent	Administration	Faculty	Students	Parents
		J. Marchant	M. Didan	S. Downer
				A. Ruiz
	Staff			
	Community Members			

Minutes:

I. Call meeting to order

- a. Chair called meeting to order at 3:30pm

II. Seating of new Council Members

- a. Administration – Dr. Kelly Bristow
- b. Students – Brooke Chabra, Linnea Chambers-Daniell
- c. Parents – Sherry Downer, Ariane Kelly, Audrey Nelson

III. Approval of minutes from the last meeting

- a. Motion presented: To approve minutes as is
 - i. Motioned By: Daniell
 - ii. Seconded By: Ranjel

- b. Vote Type: unanimous consent
 - i. Result: Passes

IV. Approval of Agenda

- a. Motion presented: To approve Agenda for meeting
 - i. Motioned By: Daniell
 - ii. Seconded By: Tran

- b. Vote Type: unanimous consent
 - i. Result: Passes

V. Call to the audience:

- a. Chair opens the floor to audience
- b. Mr. Ancharski, Mr. Velasco, and Ms. Wheeler are present to discuss Action Item C: Approval of course(s) new to UHS (already TUSD approved), Student Services Learning 1 & 2
 - i. Ancharski wants to add new course “Student Service Learners,” as a replacement for Teacher Aids. TA’s are graded on pass/fail, an SST student would be on an A-F scale. What differentiates the two will be demonstrated as time goes on. Mainly, they will support in instruction of class and be liaisons between students and faculty. Class can be introduction

into teaching, that's what it's all about.

VI. Action/ Discussion Items:

- a. Discussion Item: Explanation of School Council Subcommittees and presentation of request for demographic information and subcommittee sign-up
 - i. Discussion/Debate: Please refer to the form sent to all School Council members and complete. It is mandatory and we need the information for TUSD and our own internal committee work.
 - ii. Budget Committee- Previously Chaired by Mr. Guthrie. Main project this year will be to develop a process to assign stipend club sponsor stipends.
 - iii. Personnel Committee- No Chair, for interview committees.
 - iv. Curriculum Committee- Previously Chaired by Assistant Principal Apaez-Gutierrez. Committee meets if there are proposals for new courses at UHS.
 - 1. Since we do not yet have a committee for the course review today, we will bring the action item on our agenda to the whole school council.
 - v. Policy Review- Previously Chaired by Ms. Messing. Submitted updated policy drafts to district at end of last year, probably will only need meet once this year.
 - vi. Agenda Committee- Not formal, all members of the council are on Agenda Committee, anyone can submit agenda items directly to Mr. Schmidt.
- b. Action Item: Approval of changes to PD meeting times during contract hours
 - i. Discussion/Debate:
 - 1. Ranjel- New Bell schedule added morning conferences, joint admins wanted to increase PD differentiation, but wanted faculty feedback and got them on pre-service days. Have since created a PD calendar with feedback, including required PLCs on Wednesdays, redistributing department meetings to Thursdays so it can be flexible for students. Still want Thursdays available to meet with students. This component has been modified for departments to have flexibility.
 - 2. Bristow- A+ Blue Ribbon work is in congruence with Rincon. Intermixed engagement with grade level meetings. If something comes from grade level meetings, "Student Enrichment' is in congruence with Rincon.
 - 3. Kelly- What does "A+ /Blue Ribbon" mean?
 - 4. Ranjel- Wants to re-up our National Blue Ribbon status, apply for A+ Award of Excellence. Not reflection of actual school grade but the extra things we do on the daily to celebrate. AEF award comes with a small monetary prize. Wants to do it to showcase UHS in state and national spotlight. Rincon is also applying!
 - 5. Daniell- Asks to clarify the times on PD calendar
 - a. Schmidt- Clarifies the times are Thursday conference period 8-9am.

- b. Parents voted on the Bell Schedule, this wasn't presented in that vote. How does this help? Only one conference added?
 6. Beto- The conference period is still there, they just might not be able to see specific teachers a couple times a month but there will be contingencies.
 7. Messing- Is "Student Enrichment" supposed to function as conference period?
 8. Bristow- It would be used under teacher discretion for test retakes, tutoring, club meetings, etc.
 9. Messing- That sounds very similar to conference, I understand it is set the dates for these Wednesday were set in conjunction with Rincon so they won't change. But wants to make sure students are notified in advance.
 10. Citron- This Bell Schedule was supposed to be for additional conferences, but was changed on feedback from someone, unsure whom. Feels it was *not* from parents.
 11. Bristow- Provides example of how departments can use time to have grade level meeting while leaving other teachers from department available for student support.
 12. Balzer- Now realizing it means teachers may be in meetings multiple Thursdays. This schedule was voted on last year by teachers who are losing a lot of class time with a lot of standards to reach. It feels like more is added to our table without the table getting any bigger. Wants to emphasize, teachers are feeling the loss of class time. Too soon in school year to feel comfortable sending students to other teachers. This is a lot of moving parts.
 13. Bristow- Departments have autonomy to decide they don't want to meet during conference.
 14. Nelson-When did those meetings take place previously?
 15. Ranjel- Wednesdays after school.
 16. Chambers-Daniell- Why is there "Student Enrichment" on select Wednesday afternoons instead of conference?
 17. Ranjel- Feels early isn't an option for everyone, wants opportunity to meet after school.
 18. Nishat- Concern is student civic engagement, doesn't feel like student voice was considered. Feels the same thing happened when lunch schedule was changed two years ago. Wants to advocate for more gradual change that considers all stakeholders.
- ii. Motion for action item- Bristow motions
 - iii. Motion for action item- Guerrero seconds
 - iv. Vote Type: Roll call (Result: Yes-9 No-15 Abstain-1)
 1. Result: Does not pass, must go to IC for review.

- c. Action Item: Approval of course(s) new to UHS (already TUSD approved), Student Services Learning 1 & 2
 - i. Discussion/Debate:
 - 1. Anchartski- Provides context: In the past, one of the services we had for students was the Senior Instructor program. In short, they were like TAs you would have in college. APUSH cultivated it. Lead small groups, administer tests, in past they would peer grade and take attendance. There were FERPA concerns and a lack of coordination. As program expanded to other classes, it was abused by some teachers, who are no longer here. With Student Service Learning, he does not envision that being the case. Engagement with students, getting students into teaching is the core of what they want to introduce. Current TA in APUSH is doing extraordinary. With SSL they would not do attendance and grade entering, rather they would lead group discussions and have a capstone project, like a niche lesson. There would be a clear set of expectations and other teachers would be able to have SSLs. Those teachers would have to follow same guidelines and restrictions. Must be a restrictive program with rubric and qualifications or application process. Some aspects are up in the air, but we can learn a lot this year!
 - 2. Velasco- Would like to add, they think that peer expertise is great for students and teachers. Looking for ways to modernize APUSH, SSL can support this through liaison and researching.
 - 3. Wheeler-Has done in past at PVHS, she would have 2 a year and they would have a legacy project every year. Example, when Kahoot! came out, SSL gamified lots of lessons and reviewed. Provides rapport for students who want to really sink into a topic. When students struggle, it can be really helpful to get them to ask questions. Gives work experience too!
 - 4. Schmidt- Invites admin to discuss oversight, how will SSLs be different from TA's? Will there be something to address too many students doing it, it affected our FTE in past.
 - 5. Balzar- Was here when it snowballed and wanted to know if there was a number.
 - 6. Ranjel- Thinking no more than 10 total school wide, but not set yet.
 - 7. Bristow- Personal vision is this wouldn't get rid of TA's but its for the student who wants to go deeper with the content and tasks they're supporting. Wants students to get graded for their work.
 - 8. Nishat- How would it be addressed if there's more teachers who want it than there are spaces for?
 - 9. Ranjel- Teachers need to present to admin if they want an SSL.
 - 10. Wheeler- It was a lot of extra work for teachers, so they won't always want to take it on.
 - 11. Ancahrski- Sees it as just seniors to restrict it.

12. Ollanik- There's 6 other schools that run SSL as a course, including Rincon. Is there any feedback from them on how it works?
 13. Bristow- Yeah Rincon and Catalina used it as an AVID position. AVID used to get paid tutors but now they utilize upper classmen.
 14. Chambers-Daniell- Are they required to support conference?
 15. Ancharski- Not at this time, conference is for them too. Students will be tied to just one period.
 16. Nishat- Worried that there's a chance students will want to do it for resume. How can students be filtered?
 17. Schmidt- Not sure he can answer that, but can guarantee teachers will run it all differently. Right now, the councils only concern is how Mr. Ancharski will run it.
 18. Hamilton- There were highlights and lowlights, concerned that we are hearing about potential future restrictions in place. This seems like we are charging forward without those restrictions. Maybe there's a common syllabus? Feels that this is opening up a door
 19. MacDonald- Asks for clarification on the motion.
 20. Schmidt- Approving the use of the course as it appears in TUSD guide for use at UHS. Not providing oversight. If you want you can vote for a different motion.
 21. Citron- Would it be mandatory?
 22. Schmidt- No
 23. Ancharski- To address Hamilton. Agrees completely, it should be standardized with a syllabus and differential projects. But in terms of the restrictions and requirements that is something teachers would have to agree on.
 24. Beutel- Talking to a student would probably lend to students taking course being more comfortable and asking more questions.
- ii. Motion for action item: Daniell
 - iii. Motion for action item Second: Ranjel
 - iv. Vote Type: Roll call (Yes-23 No-2 Abstain-0)
 1. Result: Motion Passes

VII. Reports

- a. Principal's Report - Ranjel
 - i. Second full week of school. Still moving through student schedule change requests, there were over 600 requests that they are working through. Form has closed and schedules are being finalized.
 - ii. Parent Cohort Meetings this week and next
 1. 9th grade 8/12

2. 10th grade 8/13
3. 11th grade 8/19
4. 12th grade 8/20
- iii. Open House on 8/13, begins at 5:15pm in the Auditorium, at 5:30pm parents will go to 10 minute classes in order of student schedules.
- iv. Parent teacher conferences in evening on 9/18
- v. Student half day 9/19
- vi. Few classes still have AC issues, but everyone has a place to teach
- vii. Beyond that we are introducing Dr. Bristow to UHS.
- b. Policy Review Committee - Schmidt
 - i. Where we are right now, policy documents were sent to TUSD at end of July. Waiting for district feedback.
- c. Tax Credit & Budget Committee - Guthrie
 - i. I've got about \$48,000 in the budget.
- d. Recruitment and Retention – Messing
 - i. Have had an approximate 6% increase in students from last year.
 - ii. Upcoming testing window for TUSD 8th graders will open for UHS September.
 - iii. Application window for out of district 8th graders will open in October.
 - iv. Test Preps will be available in October for OOD families.
- e. Instructional Council - Schmidt
 - i. Will review PD schedule at their first meeting per vote.
- f. UHS Foundation and Alumni Association - Tellez
 - i. Met in July, continuing supporting for upcoming 50th anniversary celebration.
- g. UHS Parent Association - Szlemko
 - i. First meeting last week, they have a full board. Now have 2 Vice Presidents and a Secretary. Have full representation for School Council.
 - ii. Great engagement and enthusiasm from freshman class.
 - iii. Proposed committees with chairs: grad night, teacher grant, 50th anniversary.
 - iv. PA supported faculty with Amazon back to school wish list, donated 200 items valued at \$4800
 - v. Looking forward to supporting parent activities at cohort meetings.
- h. UHS Student Council - Tran
 - i. Finished first modular day, did lots of onboarding. Today we had workshops on procedures.
 - ii. Tomorrow are class chair elections, the first time we will have full student body elections for chairs.
 - iii. Will be discussing collaboration with RHS StuCo tomorrow!

VIII. Agenda proposals for the next meeting- Reminder

IX. Adjournment

- a. Motion presented: To adjourn the meeting at 4:54
 - i. Motioned By: Hill
 - ii. Seconded By: Guerrero
- b. Discussion/Debate: None
- c. Vote Type: Unanimous consent
 - i. Result: Passes