

Meeting Minutes

University High School Council

Date: 9/9/2025

Time: 3:30 pm

Location: HYBRID RUHS Library (East-side) or

Attendance:

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

Minutes:

I. Call meeting to order

- a. Chair called meeting to order at 3:32pm

II. Approval of Agenda

- a. Motion presented: Chair
 - i. Motioned By: D Daniell
 - ii. Seconded By: N Hamilton
- b. Vote Type: Voice
 - i. Result: Unanimous Consent

III. Approval of minutes from the last meeting

- a. Motion presented: Chair
 - i. Motioned By: Hamilton
 - ii. Seconded By: Guerrero
- b. Vote Type: Voice
 - i. Result: Unanimous Consent

IV. Call to the audience:

- a. None

V. Action/ Discussion Items:

- a. **Action Item – Approval of changes to PD meeting times during contract hours**
 - i. Motion for action item
 - 1. D Daniell
 - 2. Guerrero
 - ii. Discussion/Debate
 - 1. D Daniell: What do faculty feel about this change?
 - a. Ollanik: This rebalances the contract time requirements and leaves conference open for student interactions
 - b. Placencia: Allows for more make-up time for students and staff
 - 2. A Nelson: What is the A+/Blue Ribbon Committee?

- a. Schmidt: School accolade programs, currently being workshopped by IC, will be seeking faculty volunteers to complete over the 25-26 year and will be guided by Admin
 - i. Ranjel: Structure variable, depends on what IC concludes.
 - 3. K Citron: Recommend to admin that any changes to bell schedules / conference schedules should be finalized before the school year starts so students, teachers, parents can plan. How will this be rolled out to students if it is approved?
 - a. Ranjel: ParentSquare still the official mandated comms platform, specific questions through email.
 - b. Guerrero: These events/student opportunities have been updated through the universal Canvas calendar
 - i. Citron: There have been some tech issues in student calendar access.
 - 1. Bristow: There are a few calendars that admin have access to, trying to streamline the release of info
 - 2. Citron: Still not fair to change schedules after the school year, but better than previous schedule
 - a. Ranjel: This is taking a while to roll out because we've wanted and needed feedback / site council approval before finalizing anything. Purpose of this new schedule was to maximize student interaction time
 - b. Bristow: Wednesday conferences as an example of student interaction time, lines up w/ Rincon Conference
 - 4. MacDonald: Do departments need to meet during Thurs lunch?
 - a. Bristow: No, for example Languages does Dept Meetings at lunch.
 - b. Macdonald: Can we rehash the purpose + value of A+/Blue Ribbon?
 - i. Ranjel: A+ is an accolade by state Dept of Education, allows extra advertising and attraction of students to the schools who gain it. Every school in Vail SD has it – UHS could easily apply and obtain it. Does come with some financial prizes. Gives UHS the impetus to create a School Improvement Plan, which most schools have by law but UHS exceeds standards for, and is part of the application process.
 - 5. Nishat: Have students have access to give feedback on this schedule proposal? Student comms have been lacking this year.
 - a. Ranjel: We can improve outreach by weekly announcements, encouraging students to turn on communication notifications, etc
 - i. Nishat: Fair, but need to clarify communication platforms more effectively.
- iii. Vote Type: Roll Call

1. Result: 27-0 in favor; schedule is approved.

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

b. Discussion Item - Confirmation of School Council list of members and contact information to be sent to TUSD.

i. Discussion/Debate: None

c. Discussion Item - Finalization of members of Subcommittees.

i. Discussion/Debate: Add Bristow, A. Ruiz, and L Chambers-Daniell to Budget Subcmte.

d. Discussion Item - List of Areas of Focus from TUSD to School Councils

i. Following of Open Meeting Law for all School Council Business (including subcommittee meetings)

1. All Council Subcommittees are bound to AZ Open Meeting Law, and agendas must be submitted ahead of meeting times; minutes must be posted afterwards.

ii. Expectations for School Council in hiring of Site Administrators

1. School Council is expected to approve 2/3 of the members of any hiring committee; don't need to come from councilmembers but need to be approved by council.

iii. Extension of Arizona Statute allowing for Undesignated Tax Credit funds to be spent on certain capital items

1. Deadline extended by two years; allows Site Councils to purchase "capital items" (things that are typically repaired instead of replaced) using Undesignated Tax Credits

iv. Appropriate disclosure of Conflicts of Interest in funding issues

1. Councilmembers must disclose any conflicts of interest in Council votes to spend funds, but do not need to abstain from the vote

VI. Reports

a. Principal's Report

- i. Ranjel: Club fair was today, went great. Have 76 approved clubs on campus and growing. Parent Teacher Conferences next week, Thursday Sept 18 and Fri Sept 19 is a half day. Synergy just unveiled an appointment tool to help facilitate PTC meetings. Tutoring available for Math classes, working on finalizing schedule for other subjects and will communicate out once final. Admin following up with students in excessive tardy/absence situations. Go-to discipline is an after-school detention for each attendance issue over 5. Need to target chronic absenteeism, for students who are not showing up to school at all and are unexcused. Bringing back credit appeals when students miss 10+ days of class in a semester.

- 1. Schmidt: Could you give an update on water deliveries for portables?

- a. Miller: Delivery last week, should get 24 jugs of water every 2 weeks. There are dispensers throughout the T building and portables.

b. Policy Review Committee

- i. Ranjel: No update from TUSD Legal about the Policy revisions that were sent at the end of summer.
- ii. Schmidt: Likely no movement from Policy Review subcmte until we hear back.

c. Tax Credit & Budget Committee

- i. Guthrie: \$49,000 in the budget. No updates on current YTD contributions, can only see prior year to August.

d. Recruitment and Retention

- i. Bristow: 1,018 students currently enrolled. COGAT training this last Friday to train testers across all middle schools. Prospective Penguin night upcoming, COGAT testing begins in October.

e. Instructional Council

- i. Placencia: Brainstorming section-by-section of the A+ and Blue Ribbon process,

f. UHS Foundation and Alumni Association

- i. Guthrie: Nothing to report. No meeting since last Site Council meeting, upcoming Thurs 9/11

g. UHS Parent Association

- i. Citron: Lots of discussion about the 50th Anniversary celebrations, UHSPA fundraising opportunities have new energy.

h. UHS Student Council

- i. MacDonald: Club fair this morning was great! Thanks Mr Miller for the assist in setting up. Rincon/University Fall Spirit Week coming up next week leading up to Senior Sunrise on 9/19 before school. Lots of Homecoming planning – assembly, tailgate, game, and dance will be Friday 10/17. There are 76 student clubs approved on campus.

VII. Agenda proposals for the next meeting

VIII. Adjournment

- a. Motion presented: Chair
 - i. Motioned By: Bristow
 - ii. Seconded By: MacDonald
- b. Discussion/Debate: None
- c. Vote Type: Voice
 - i. Result: Unanimous Consent, Adjourns @ 4:27pm.