



Vail School District
 Vail, Arizona
 Site Council
 Vail Academy and High School



AGENDA
 Regular Meeting
 Monday, March 11, 2013
 In Room 215 at 4:45 PM

Regular Meeting

1. **Call to Order** *4:50*
 A. Pledge of Allegiance
 B. Approval of Minutes *4:50 - 2 checks*
 C. Reports
 * Member Reports
 * Administrative Reports

D. Call to the Public

Consideration and discussion of comments and concerns from the public. Those wishing to address the council as a result of public comment will be limited to the Chairperson directing members to study the matter or rescheduling the matter for future consideration or decision at a later date. Public comments are limited to 3 minutes. (Acknowledgement of Public Requests to Speak) The Council desires viewpoints of Parents Staff Students and considers the responsible presentation of the viewpoints to be viable to the efficient operation of the school. Any individual desiring to address the council shall inform the Council at this time. Comments and questions may deal only with topics on the agenda of the meeting.

E. Recognitions

Staff, Students, and/or members of the community may be recognized at this time. Special announcements may be presented at this time.

2. **Consent Agenda** *4:50 - 5:00*

All items listed below are consent matters and will be considered by one motion at this time. There will be no discussion of consent items. Any council member may remove an item from the consent agenda by request. All items not accepted and approved, as part of the consent agenda will be considered individually.

Field trip Requests

3. **Old Business**

- | | |
|---|--------|
| A. Enrollment Summary | INFORM |
| B. 2013-2014 Enrollment Update | INFORM |
| C. Student Handbook - <i>Site 4/10/13</i> | STUDY |
| D. CTE Options | STUDY |

4. **New Business**

- | | |
|-----------------------|-------|
| A. After school Clubs | STUDY |
|-----------------------|-------|

4. **Adjournment** *5:58*

ACTION

4:50



Vail School District
Vail, Arizona
Site Council
Vail Academy and High School



ANNOTATED AGENDA
Monday, March 11, 2013
In Room 215 at 4:45 PM

Regular Meeting

1. Call to Order

- A. Pledge of Allegiance**
- B. Approval of Minutes**
- C. Reports**
 - *Member Reports**
 - *Administrative Report**
- D. Call to the Public**
- E. Recognitions**

2. Consent Agenda

APPROVE

3. Old Business

A. Enrollment Summary

INFORM

Background:

Mr. Barger will present to the council with an enrollment summary.

Recommendation:

None at this time, this is an informational item only.

B. 2013 - 2014 Enrollment Update

INFORM

Background:

Mr. Barger will share with the council information on the 2013-2014 enrollment.

Recommendation:

None at this time, this is an informational item only.

C. Student Handbook

STUDY

Background:

Mr. Barger will discuss with the council possible changes to the student handbook

Recommendation:

None at this time, this is a study item only.

D. CTE Options

STUDY

Background:

Mr. Barger will share with the council information regarding CTE Options for the 2013-2014 school year.

Recommendation:

None at this time, this is a study item only.

4. New Business

A. Afterschool clubs

STUDY

Background:

Mr. Barger will share the council information on afterschool clubs offered here at VAHS.

Recommendation:

None at this time, this is a study item only.

5. Adjournment

ACTION

MINUTES

Subject:

From: Julia Kaiser <kaiserj@vail.k12.az.us>

Date: 3/11/2013 2:29 PM

To: Tricia Kaparoff <kaparofft@vail.k12.az.us>

Site Council: 2/11/13

Call to Order: 4:46

Attendance: Courtney Early, Yvett Rojo, Joy Carruth, Kathy Gately, Dennis Barger, Amy Wilson, Julia Kaiser

Reviewing Minutes: Motion to Approve: CE, 2nd JC

Reports: Member, none

Admin Reports: DB: Parent teacher conferences last Thursday, turnout was favorable - over 30 on HS side. Sports is on - MS soccer playing today in the snow. Girls basketball is on. Geography and spelling bee this semester, HS Awards assembly. Science Fair is tomorrow. Slightly different plan than last year. We gave teachers the opportunity to do the display board for SARSEF. Students need to do an experiment and present somehow. Started New Parent Nights for incoming families. Vail Pride Day is coming up this weekend.

Call to the Public: none

Recognitions: DB: Staff as a whole for the 1st ever lock-down. Despite flaws, there was no sense of student panic and it worked out okay with 9 issues to be able to debrief. HS kids gave no push back and were willing to participate. We've already improved 3 of the 9 things on the list that we wanted to improve. Recognize Ms. Kaiser and Mrs. Davis for getting started on the Master HS Schedule for next year. Huge impact on HS. Recognize the Robotics program. They've spent a lot of hours building the robot. Has to throw frisbees and climb a tower. They've been on two news programs. Two weeks from tomorrow they will be on the Morning Blend.

Consent Agenda: All field trips. Motion: AW 2nd: JC

Old Business:

- A. *Enrollment Summary* - Low in the HS range. Juniors are low and same with Sophomores. Most of the students who left were struggling academically and some even went to Pantano. Enrollment is funded primarily on where you went to school the first 100 days of school. In district, we will get 95% of the money for those students who left for 2nd semester. Did not ask site council to vote on numbers for next year because there did not seem to be any reason to change.
- B. *Staffing Update* - Two staff changes. Marlene Johnson (parapro) left. Betsy Deevers has taken over the job at less hours because during the exit interview it was brought up that it was not really a full time job. Focus her time during lunches when we need extra supervision and bus duty after school. Also needed in the afternoon when teachers are doing reading groups. The other position is a campus monitor. Harold Oliver was with us. He fell at home and had a knee injury. He will be taking time off and not coming back. We are advertising for his position three hours a day.
- C. *Joint Site Council Meeting* - Notes in the packet sent from the district regarding the district wide meeting. The purpose was to check in and make sure we are all on the same page as a district. Also served to allow people who are more in the know to have a say in what direction our district could be heading. Discussion about the phrase "values" teachers... the notes say better compensation/incentives. Is this how teachers feel valued. DB: There is discussion about paying teachers that are tougher to find and hold onto more money. Do we pay those teachers more and what does it do to the culture of the school? Mr. Thomas: These are the discussions that I want going on with the site councils because it is these discussions that will keep us competitive - not just Tucson, the whole US. Mr. Thomas: I thought that the timing of the event, having happened just after the Connecticut incident, and security was not even an issue that was brought up.
- D. *2013-2014 Enrollment Process Update* - We approved language back in the Fall that parents would have to attend a mandatory meeting in order for their packet to be completed. There were at least 85 people at the last meeting. We'd collected 94 enrollment packets before the meeting and 5-7 more that night. 3-4 people picked up packets that evening. There are 4 more meetings planned. The presentation was simply gave accurate information about our school, the culture of our school, the expectations of VAHS. We answered general questions and gave tours of both sides of the school. It set the right tone and will hopefully alleviate some of the problems we have in the beginning of the school year who realize that this is not the right fit for their kids.

New Business:

- A. *Student Handbook* - This is the time to go through the student handbook and make changes. Site council positions will change. Bell schedule might not change. Possibly add another Advisor Base so that core teachers could implement a very structured reteach plan. All of the district policies and information will remain the same. Add the bullying statement before the hazing policy. Schedule change policy will have revised language at our next meeting. Most are initiated by administration or a teacher. Fix the language under Arrival and Departure time. Include tutoring policy and clarification about gates being opened. Remove lost and found item. Add technology expectation into the handbook. SAT scores need to be updated. Graduation requirements updated. List counselor's website in the Post High School Planning part. Distinction points updates. 18 Year Old Statement... should be Students. Revise Code of Conduct.
- B. *CTE Options* - Career and Technical Education. We require two years of a CTE in order to graduate. Currently we offer Business and Engineering. There is no additional funding if freshman take a CTE class. Ideally we'd have 130 students eligible for CTE classes. Since they need 2 in that 3 day period, we have to have programs to accommodate them. We cannot run Engineering because we don't have the population of kids to take it. It will be done after this year. Kids who do year 1 and year 2 generate extra revenue. We need to decide what do we do with our CTE: A. Every student here needs to finish 2 years of business. B. Bring back photography as

a CTE with Mrs. Campanile who is certified C. Add a different program, Education Professions. Implement a section of that. Any teacher here could teach it. The question is, do we have enough kids who would want to take that class. First we need site council to think about it. The next step is discussing it with our current 8th and 9th graders who will be our first wave of kids impacted. Could be an option to add a study hall onto the master schedule for kids taking a VDLP course. Lots of questions with this one. Who pays for it? How is it supervised? What do they do if they are finished early? We will be talking to 8th and 9th graders and will be coming back to the March meeting with an Action item.

Motion to Adjourn: Motion: AW, 2nd CE 6 07pm

Julia Kaiser
Assistant Principal
Vail Academy & High School
520.879.1912
<http://vahslearns.vail.k12.az.us>

CONSENT

FIELD TRIP TRANSPORTATION REQUEST

Requests must be received in the Transportation Office at least 2 weeks prior to trip date. Non A.I.A. Field trips are only scheduled from 9:00 A.M. to 1:30 P.M. Eating/drinking on the bus is prohibited.

Teacher/ Sponsor Please Complete the Information Below

Pick-up location/school _____ Date _____
Teacher/Sponsor _____ Grade _____ # of Passengers _____
Telephone # _____ Number of Wheelchair Restraints if Needed _____
Destination _____
Address _____
Purpose of Trip _____
Lunch _____

Date of Trip _____
Departure Time _____
Arrival Time _____
Return to Bus Time _____
Return to School Time _____

Driver Use Only

Ending Mileage _____
Beginning Mileage _____
Total Miles _____
Vehicle # _____
of Hours _____
Driver Signature _____

Trip Approval Receipt

Teacher / Sponsor
Complete this section for prompt reply

School _____
Teacher _____
Date of Trip _____
Destination _____
Departure/Return Time _____

School Administrator complete this Section

Administrator Approval _____ Date _____
Signature _____
Site Council Approval _____ Date _____
Transportation Approval _____ Date _____
Signature _____

FIELD TRIP TRANSPORTATION REQUEST

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Eating/drinking on the bus is prohibited.

Teacher will drive van.

Teacher/ Sponsor Please Complete the Information Below

Pick-up location/school V.A.H.S Date 2/25/13
Teacher/Sponsor Donna Misciagna Grade HS # of Passengers 6
Telephone # 879-1930 Number of Wheelchair Restraints if Needed _____
Destination University High School

Address _____
Purpose of Trip High School Math Competition

Lunch provided
Date of Trip 3/8/13
Departure Time 8:30
Arrival Time 9:00
Return to Bus Time 1:30
Return to School Time 2:00

Driver Use Only	
Ending Mileage	_____
Beginning Mileage	_____
Total Miles	_____
Vehicle #	_____
# of Hours	_____
Driver Signature	_____

Trip Approval Receipt

Teacher / Sponsor	
Complete this section for prompt reply	
School	_____
Teacher	_____
Date of Trip	_____
Destination	_____
Departure/Return Time	_____

School Administrator complete this Section	
Administrator Approval	Date _____
Signature	_____
Site Council Approval	Date _____

Transportation Approval	Date _____
Signature	_____

FIELD TRIP TRANSPORTATION REQUEST

Requests must be received in the Transportation Office at least 2 weeks prior to trip date. Non A.I.A. Field trips are only scheduled from 9:00 A.M. to 1:30 P.M.
Eating/drinking on the bus is prohibited.

Teacher/ Sponsor Please Complete the Information Below

Pick-up location/school _____ Date _____

Teacher/Sponsor John Pius Grade _____ # of Passengers _____

Telephone # (301) 465-3855 Number of Wheelchair Restraints if Needed _____

Destination Grace Home

Address Andrew Street

Purpose of Trip Bring to Grace Home
Army Section

Lunch _____

Date of Trip _____

Departure Time 7:30

Arrival Time _____

Return to Bus Time 11:45

Return to School Time 11:45

<u>Driver Use Only</u>	
Ending Mileage	_____
Beginning Mileage	_____
Total Miles	_____
Vehicle #	_____
# of Hours	_____
Driver Signature	_____

Trip Approval Receipt

<u>Teacher / Sponsor</u>	
<u>Complete this section for prompt reply</u>	
School	_____
Teacher	_____
Date of Trip	_____
Destination	_____
Departure/Return Time	_____

<u>School Administrator complete this Section</u>	
Administrator Approval	Date _____
Signature	_____
Site Council Approval	Date _____

Transportation Approval _____ Date _____

Signature _____

OLD BUSINESS

PowerSchool

Enrollment Summary: Vail Academy & High School Scheduling/Reporting Ethnicity as of 03/11/2013 (A)

View: Scheduling/Reporting Ethnicity Students: All Active Enrollments Current Selection Date: 03/11/2013 (MM/DD/YYYY)

Scheduling/Reporting Ethnicity as of 03/11/2013 (A)

Grade Level	Total In Grade	Asian or Pacific Islander	Black or African-American	Hispanic or Latino	American Indian	White (Not Hispanic)	Unclassified
0	22 11 / 11	0 0 / 0	0 0 / 0	3 1 / 2	0 0 / 0	19 10 / 9	0 0 / 0
1	27 13 / 14	2 1 / 1	0 0 / 0	4 3 / 1	0 0 / 0	21 9 / 12	0 0 / 0
2	27 19 / 8	1 1 / 0	0 0 / 0	3 3 / 0	0 0 / 0	23 15 / 8	0 0 / 0
3	27 15 / 12	1 1 / 0	1 1 / 0	10 6 / 4	0 0 / 0	15 7 / 8	0 0 / 0
4	28 13 / 15	3 2 / 1	1 0 / 1	5 2 / 3	0 0 / 0	19 9 / 10	0 0 / 0
5	28 14 / 14	2 0 / 2	1 1 / 0	3 2 / 1	0 0 / 0	22 11 / 11	0 0 / 0
6	48 32 / 16	4 3 / 1	3 2 / 1	9 4 / 5	0 0 / 0	32 23 / 9	0 0 / 0
7	53 25 / 28	1 0 / 1	2 1 / 1	6 3 / 3	0 0 / 0	44 21 / 23	0 0 / 0
8	52 32 / 20	1 0 / 1	4 1 / 3	13 9 / 4	0 0 / 0	34 22 / 12	0 0 / 0
9	43 24 / 19	3 0 / 3	0 0 / 0	7 6 / 1	1 1 / 0	32 17 / 15	0 0 / 0
10	38 18 / 20	1 0 / 1	1 0 / 1	7 2 / 5	0 0 / 0	29 16 / 13	0 0 / 0
11	31 21 / 10	2 1 / 1	1 0 / 1	6 5 / 1	0 0 / 0	22 15 / 7	0 0 / 0
12	33 16 / 17	0 0 / 0	2 0 / 2	6 4 / 2	0 0 / 0	25 12 / 13	0 0 / 0
Total	457 253 / 204	21 9 / 12	16 6 / 10	82 50 / 32	1 1 / 0	337 187 / 150	0 0 / 0

The Scheduling/Reporting Ethnicity view displays student ethnicity data that is used in scheduling and preconfigured reporting. See the help for more information.

Legend

Page Icons: - Date Entry |

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Loss of Graduation Credit (This also applies to middle school students taking HS courses)

According to Board Policy and Raising Expectations, students who reach **9 non-school related absences** in any one class **may** fail or lose graduation credit in that class. Loss of credit or failure of a class is at the discretion of the teacher and administration.

Students who reach **13 non-school related absences** in any one class will lose graduation credit in that class automatically.

TARDY POLICY

Students are expected to be in the classroom, ready to learn, when the bell rings to begin class at 7:40 am. and according to the bell schedule throughout the day. Students who arrive late to class during the day will receive a lunch detention. Students who arrive late to school (after 7:40 am) are subject to administrative consequences.

SCHEDULE CHANGE POLICY

1. Student will see the counselor in order to initiate a schedule change. The counselor will review the student's request and design a course of action.
 - a) A request by a senior to have fewer than six classes will require a "Petition to Take Less Than Six Classes" form be completed first.
 - b) A request to change teachers (the same class but different teacher) will not be honored unless there has been communication between the parent and both teachers, such as a parent/student/teacher conference or a phone conversation. At the option of the parent, teacher, or student, they may request an administrator or counselor to be present for the conference.
 - c) A student may not initiate a schedule change that includes adding a course beyond the required cut-off dates. Semester classes may be added to a student's schedule after the first 15 days of that semester. Exceptions to these cut-off dates will be made for classroom changes.
2. The student will be responsible for contacting teachers and a parent for signatures on the schedule change form.
 - a) The schedule change form is given to all teachers for purposes of notification. All teachers must sign the form before it is returned to the counselor. A teacher may refuse to sign if he/she believes the student will cause the teacher to exceed the class/student load.
 - b) An administrator's signature is required whenever class size is over the cap, a teacher change is made without a conference, or a class is to be added after the 15 day rule.
3. The completed schedule form is returned by the student to the counselor.
4. The counselor will instruct the student to follow their new schedule the following school day.
5. The registrar will make the schedule change in the computer and put a copy of the official drop and add forms in the teachers' mailboxes within 48 hours.

PROPOSED LANGUAGE FOR 2013-2014
SITE COUNCIL 03-11-2013
STUDY ITEM

SCHEDULE CHANGE POLICY

The school reserves the right to change a student's schedule for the purposes of balancing class size, demographics or teaching loads for staff or other administrative purposes.

A student may request a schedule change during the first three weeks of a semester by meeting with the counselor. If the counselor sees merit in the student's request, the student will be provided a schedule change form. The student will need to speak with the teachers involved and have their signatures approving the change. The student's parent will also need to sign the form. Once those signatures are collected, an administrative signature will be required to approve the change. (At any point the counselor, a teacher, a parent, or an administrator can choose not to approve the request, and the process is over). Forms are available in the counseling office.

Students who wish to change a schedule after the third week will be able to do so with the written understanding that an "F" will appear on the student's transcript and an appropriate location for the student to go during that period of the day.

Please note that the VSD Governing Board expects all students to be enrolled in at least five classes. Students who wish to be enrolled in only five classes need to have parent permission to do so. Forms are available in the counseling office.

provided after...
signature

NEW BUSINESS

STUDENT ACTIVITES

2012-13

Don	Adams	0.8	Robotics	**	MS/HS
Dawn	Anderson	CLAS			
Amanda	Banks	1	STEM Nights	**	HS
Dennis	Barger	1			ADMIN
Bryce	Baringer	1	Science Bowl, Game Club, coached 1 sport	**	HS
Ivy	Bonhorst	0.6			ES SPED
Michele	Borowski	0.8			HS
Beth	Campanile	0.8	Yearbook,		K-12
Emily	Carrig	0.4			SPEECH
Joy	Carruth	1			ES
Linda	Creason	1	Kinder Nights,		ES
Jessica	Davis	1			COUNS
Betsey	Deevers	CLAS			
Gary	Denny	0.2			BEH SPEC
Julie	Duvall	0.2			PSYCH
Courtney	Early	1	NHS,	**	HS
Julie	Ellis	1	FBLA, HS Student Council, coached 1 sport		MS/HS
Laurie	Ferrell	CLAS			
Bryan	Frausel	1	Run club	**	HS
Billy	Friggle	1	Coached 2 sports	**	HS SPED
Cara	Garcia	CLAS			
Allie	Genzer	CLAS			
Amy	Granatowski	CLAS			
John	Guerrereo	1.2	Boxer Expo, MS Student Council	**	MS
Paula	Hoekstra	1	Athletic Director, <i>in FBLA</i>		K-12
Courtney	Jenkins	1			ES
Terry	Jensen	1			TECH
Kelly	Johnson	1	Sports club	**	MS
Julia	Kaiser	1			ADMIN
Tricia	Kaparoff	CLAS	Cake decorating, senior class		
Ed	Kestler	1	Chess	**	HS
Beth	Lehr	1	Young leaders	**	MS
Emily	Maass	1	Coaching 1 sport	**	MS
Donna	Misciagna	1	Math club/competiions	**	HS
Kristin	Murray	1			SAT
Eva	Peters	1		**	HS
Nicki	Pratt	1			ES
Yvett	Rojo	CLAS			
Tamra	Ross	1			ES
Maribeth	Runyon	1		**	MS
Carmen	Santana	CLAS			
Wendy	Smith	1	Odyssey of the mind (class), <i>K-12 HS</i>		K-12
Amanda	Stevens	1	Science Olympiad		ES
Kelly	Thompson	1			K-12
Stacy	Whitlow	CLAS			
Amy	Wilson	1	Coached 2 sport		HS

** Denotes Tutoring