

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

AGENDA
Regular Meeting
Monday, February 10, 2014
In Room 215 at 4:45 PM

Regular Meeting

1. **Call to Order** 4:51
 - A. **Pledge of Allegiance** SW, CE
 - B. **Approval of Minutes**
 - C. **Reports**
 - * **Member Reports** CC - Town Hall
 - * **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** CE, CC

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
 - B. Enrollment Update
 - C. Computer Insurance CC, SW

INFORM
INFORM
ACTION
4. **New Business**
 - A. A+ VISIT
 - B. Lottery
 - C. Student Handbook

INFORM
STUDY
STUDY
5. **Adjournment** CE, CC 5:40

ACTION

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

ANNOTATED AGENDA
Monday, February 10, 2014
In Room 215 at 4:30 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

3. Old Business

A. Enrollment Summary

INFORM

Background:

Mr. Barger will present the council with enrollment summary.

Recommendation:

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

B. Enrollment Update

INFORM

Background:

Mr. Barger will update the council on the enrollment for the 14-15 school year.

Recommendation:

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

C. Computer Insurance

ACTION

Background:

Mr. Barger will present to the site council information regarding update to refund policy.

Recommendation:

The VAHS Site council approve the policy as presented.

4. New Business

A. A+ Visit

INFORM

Background:

Mr. Barger will share information regarding the A+ Visit happening March 6th and 7th.

Recommendation:

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

B. Lottery

STUDY

Background:

Mr. Barger will discuss a possible conflict we could experience in 1st grade and possible options to solve them.

Recommendation:

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

C. Student Handbook

STUDY

Site Council will begin the process of revising and ultimately approving the 2014-2015 agenda.

Recommendation:

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

5. Adjournment

MINUTES

Vail Academy and High School

is a small Learning community that Encourages Achievement,
Responsibility and Nurtures relationships for Success!



January 13, 2014
VAHS Site Council Minutes

Members Present:

Mr. John Roberts
Ms. Courtney Early
Ms. Tamra Ross
Ms. Joy Carruth
Ms. Kirstie Albright
Mrs. Stacy Whitlow

Mr. Roberts called the meeting to order at 4:45 pm.

Minutes Motion made by Ms. Early, seconded by Ms. Carruth. Minutes were approved.

Member Reports: None

Administrative Reports: Mr. Barger shared with the council that tonight is the first of 4 nights for middle school parents. Enrollment process is going well. We have interest forms for all grade levels. Friday is the deadline for our A+ application. This weekend our Boxer Run Club will be going to Phoenix to participate in the PF Chang's Rock n Roll Marathon. We have 5 running in the ½ marathon and 10 participating in the mini marathon. District Spelling Bee will be Friday morning. There will be about 160 educators from Wyoming coming to visit Vail. We will have about 30 or so visitors here at VAHS for a few days. Robotics is in full gear. They received their task last week and are getting ready for competition. They were represented on KGUN 9 news and a full color write up in the paper.

Call to the Public:

Mr. John Nunes came to speak to the parents on the site council regarding the district emergency procedures for each school. They are taking steps to get every school in compliance with emergency procedures. He let the council know this will be at least a 6 month process.

Recognitions:

Mr. Barger recognized Mrs. Murray and Mr. Fester for their hard work on the A+ application. Mrs. Lehr for leading the CORE Team. One of the projects she has been working on is staff recognitions. Every week there are 3 envelopes in the staff lounge with a staff members name on it. This is where staff members can write a little something encouraging to staff members. The PTSA made additional monies on the spell-a-thon and helped purchase 2-sunshade structures out by the bus bay.

Consent Agenda:

Motion was made by Mrs. Whitlow to approve consent agenda as presented seconded by Ms. Early, all were in favor.

Old Business:**A. Enrollment Summary**

Mr. Barger presented numbers to the council. There was a little decline in student enrollment. We did lose a few students to Empire, 1 family moved out of state, 1 went to Cienega and 3 to Pantano.

B. Staffing Update

Mr. Barger shared with the council Mrs. Wendy Smith has resigned. She has been working with an organization, Youth on Their Own, and was offered a job. One of our parents works at another school showed interest in the parapro position and has put in her transfer request to take the position with us. We have 2 staff Mr. Adams and Mrs. Creason that will be retiring at the end of the school year.

C. Enrollment 2014-2015

Mr. Barger shared with the council Monday, January 6th was the first day interest forms were accepted for the next school year. As of today we have 106 interest forms. The lottery will be February 19th. We have an interest form for every grade level. Kinder, 6th and 9th grade have the most interest forms.

D. Computer Insurance

Mr. Barger shared with the council this was to be an action item but due to a meeting being held Wednesday, January 15, 2014 there was not enough information to share. He asked the council to accept this as an inform item. The issue is, when a student enrolls the insurance fee for their computer is \$50.00, when they leave a month later do we refund the money? All members were given a copy of VAHS computer repairs for the first semester. This report shows by grade, gender, and how much damage by grade level.

Mr. Barger will bring this back to the council at the next meeting.

New Business:**A. Joint Site Council Meeting**

Mr. Barger shared with the council the school district holds a joint council meeting each year for all school site council members. The meeting will be held Wednesday, February 5, 2014. Dinner will be served at 5:30 pm and the meeting will start at 6:00 pm. This meeting parents will talk about items from the Town Hall Meetings.

B. Town Halls

Mr. Barger shared with the council there will be 3 Town Hall meetings to be held January 16th at Corona Foothills Middle School, January 23rd at Mesquite Elementary, and January 27th at Old Vail Middle School. Mr. Barger shared these meetings are very informative and the governing board listens to the concerns of the community.

Adjournment:

Ms. Albright motioned to adjourn, Ms. Carruth seconded, motion passed at 5:23 pm.

CONSENT AGENDA

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. Trip sponsor is responsible for student behavior.

Teacher/ Sponsor Please Complete the Information Below

Pick-up location/school VAHS Date 3/6/14
Teacher/Sponsor Joy Carnuth Grade 3,4,5 # of Passengers 87
Telephone # 879-1954 Number of Wheelchair Restraints if Needed 0
Destination Pima Community Campus West, Center for the Arts Proscenium Theater.
Address _____
Purpose of Trip to see the play Shrek the Musical
Lunch _____

Date of Trip 3/6/14
Departure Time 11:00
Arrival Time 11:45
Return to Bus Time 1:45
Return to School Time 2:30

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

Trip Approval Receipt

3-7-14

| <u>Teacher / Sponsor</u> Complete this section for prompt reply | |
|--|-------|
| 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 _____

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. Trip sponsor is responsible for student behavior.

Teacher/ Sponsor Please Complete the Information Below

Pick-up location/school VATS Date 2/17/14
Teacher/Sponsor Misciaga Grade HS # of Passengers 4
Telephone # 879-1930 Number of Wheelchair Restraints if Needed —
Destination University High - Rincon High School

Address 421 N. Arcadia Dr, Tucson
Purpose of Trip Middle School Math Competition - Math League.org

Lunch none needed; provided at event

Date of Trip 2/28/14

Departure Time 7:40

Arrival Time 8:15

Return to Bus Time 1:30

Return to School Time 2:15

| Driver Use Only | |
|-------------------|--------------------|
| Ending Mileage | <u>vehicle not</u> |
| Beginning Mileage | <u>needed -</u> |
| Total Miles | <u>can use</u> |
| Vehicle # | <u>Bronco</u> |
| # of Hours | _____ |
| Driver Signature | _____ |

Trip Approval Receipt

| Teacher / Sponsor | |
|--|------------------|
| Complete this section for prompt reply | |
| School | <u>VATS</u> |
| Teacher | <u>Misciaga</u> |
| Date of Trip | <u>2/28/14</u> |
| Destination | <u>Rincon HS</u> |
| Departure/Return Time | <u>7:40/2:15</u> |

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

Transportation Approval _____ Date _____
Signature _____

district
vehicle needed.
Teacher to
transport.

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. Trip sponsor is responsible for student behavior.

Teacher/ Sponsor Please Complete the Information Below

Pick-up location/school VATS Date 2/7/14
Teacher/Sponsor Muscagnè Grade HS # of Passengers 9
Telephone # 879-1930 Number of Wheelchair Restraints if Needed -
Destination University High Rincon High School

Address 421 N Aradia Dr Tucson
Purpose of Trip Southern Arizona High School Math Championships

Lunch none needed ; provided at event

Date of Trip 3/7/14

Departure Time 7:40

Arrival Time 8:15

Return to Bus Time 1:30

Return to School Time 2:15

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

Trip Approval Receipt 07678

| Teacher / Sponsor | |
|--|------------------|
| Complete this section for prompt reply | |
| School | <u>VATS</u> |
| Teacher | <u>Muscagnè</u> |
| Date of Trip | <u>3/7/14</u> |
| Destination | <u>Rincon HS</u> |
| Departure/Return Time | <u>7:40/2:15</u> |

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

Transportation Approval _____ Date _____
Signature _____

district vehicle
needed -
Teacher to
transport.

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. Trip sponsor is responsible for student behavior.

Teacher/ Sponsor Please Complete the Information Below

Pick-up location/school V.A.H.S Date 2/7/14
Teacher/Sponsor Miscragne Grade HS # of Passengers 4
Telephone # 879-1930 Number of Wheelchair Restraints if Needed -
Destination Southern Arizona middle school
Math Competition - Sonoran Science Academy
Address 2325 W. Sunset Blvd., TULSON
Purpose of Trip Southern Arizona Middle School
Math Competition.
Lunch None needed, provided at event
Date of Trip 3/8/14
Departure Time 8:15
Arrival Time 9:00
Return to Bus Time 2:30
Return to School Time 3:15

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

Trip Approval Receipt

07679

| <u>Teacher / Sponsor</u> | |
|---|------------------------|
| <u>Complete this section for prompt reply</u> | |
| School | <u>V.A.H.S</u> |
| Teacher | <u>Miscragne</u> |
| Date of Trip | <u>3/8/14</u> |
| Destination | <u>Sonoran Science</u> |
| Departure/Return Time | <u>8:15/3:15</u> |

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

Transportation Approval _____ Date _____
Signature _____

Dist. of vehicle needed
Teacher to transport

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. Trip sponsor is responsible for student behavior.

Teacher/ Sponsor Please Complete the Information Below

Pick-up location/school VATS Date 2/7/14
Teacher/Sponsor Miscigano Grade HS # of Passengers 14
Telephone # 879-1930 Number of Wheelchair Restraints if Needed —
Destination University of Arizona

Address _____

Purpose of Trip Sonia Kovalevsky Day Workshop - Talks & activities to interest high school girls in mathematics
Lunch none needed - Lunch provided at the event

Date of Trip 3/28/14
Departure Time 7:40
Arrival Time 8:20
Return to Bus Time 2:00
Return to School Time 2:30
Estimated time

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

Trip Approval Receipt 07680

| Teacher / Sponsor | |
|--|------------------|
| Complete this section for prompt reply | |
| School | <u>VATS</u> |
| Teacher | <u>Miscigano</u> |
| Date of Trip | <u>3/28/14</u> |
| Destination | <u>U of A</u> |
| Departure/Return Time | <u>7:40/2:30</u> |

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

Transportation Approval _____ Date _____
Signature _____

District vehicle needed.
Teacher to transport

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. Trip sponsor is responsible for student behavior.

Teacher/ Sponsor Please Complete the Information Below

Pick-up location/school V.A.H.S Date 2/7/14
Teacher/Sponsor Misciaga Grade HS # of Passengers 4
Telephone # 879-1930 Number of Wheelchair Restraints if Needed -
Destination University of Arizona

Address _____

Purpose of Trip Advanced Placement Calculus Prctice Exam

Lunch none needed

Date of Trip 4/27/13

Departure Time 7:00

Arrival Time 7:40

Return to Bus Time 2:00

Return to School Time 2:40

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

Trip Approval Receipt

07681

| Teacher / Sponsor | |
|--|------------------------------|
| Complete this section for prompt reply | |
| School | <u>V.A.H.S</u> |
| Teacher | <u>Misciaga</u> |
| Date of Trip | <u>4/27/13</u> |
| Destination | <u>University of Arizona</u> |
| Departure/Return Time | <u>7:00/2:40</u> |

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

Transportation Approval _____ Date _____
Signature _____

OLD BUSINESS

PowerSchool

Enrollment Summary: as of 02/10/2014 () District Office

| Grade Level | Total in Grade | Asian or Pacific Islander | Black or African-American | Hispanic or Latino | American Indian | White (Not Hispanic) | Unclassified |
|--------------|-----------------------------|---------------------------|---------------------------|----------------------------|----------------------|----------------------------|-------------------|
| -2 | 2 1 / 1 | 0 0 / 0 | 0 0 / 0 | 0 0 / 0 | 0 0 / 0 | 2 1 / 1 | 0 0 / 0 |
| -1 | 230 141 / 89 | 11 7 / 4 | 9 5 / 4 | 65 42 / 23 | 2 2 / 0 | 143 85 / 58 | 0 0 / 0 |
| 0 | 857 450 / 407 | 10 7 / 3 | 13 5 / 8 | 95 52 / 43 | 2 1 / 1 | 737 385 / 352 | 0 0 / 0 |
| 1 | 876 463 / 413 | 19 14 / 5 | 20 12 / 8 | 116 66 / 50 | 3 1 / 2 | 718 370 / 348 | 0 0 / 0 |
| 2 | 919 476 / 443 | 34 13 / 21 | 33 21 / 12 | 167 92 / 75 | 5 3 / 2 | 680 347 / 333 | 0 0 / 0 |
| 3 | 852 427 / 425 | 28 16 / 12 | 37 18 / 19 | 172 93 / 79 | 3 2 / 1 | 612 298 / 314 | 0 0 / 0 |
| 4 | 913 469 / 444 | 29 16 / 13 | 45 22 / 23 | 214 116 / 98 | 6 3 / 3 | 619 312 / 307 | 0 0 / 0 |
| 5 | 987 516 / 471 | 38 18 / 20 | 46 27 / 19 | 210 101 / 109 | 7 3 / 4 | 686 367 / 319 | 0 0 / 0 |
| 6 | 916 455 / 461 | 28 15 / 13 | 61 31 / 30 | 217 114 / 103 | 9 5 / 4 | 601 290 / 311 | 0 0 / 0 |
| 7 | 958 493 / 465 | 22 12 / 10 | 56 33 / 23 | 250 123 / 127 | 3 1 / 2 | 627 324 / 303 | 0 0 / 0 |
| 8 | 976 491 / 485 | 28 13 / 15 | 56 35 / 21 | 230 122 / 108 | 8 3 / 5 | 654 318 / 336 | 0 0 / 0 |
| 9 | 948 491 / 457 | 22 8 / 14 | 46 28 / 18 | 200 99 / 101 | 4 3 / 1 | 675 352 / 323 | 1 1 / 0 |
| 10 | 931 473 / 458 | 31 14 / 17 | 37 18 / 19 | 219 118 / 101 | 7 3 / 4 | 637 320 / 317 | 0 0 / 0 |
| 11 | 871 435 / 436 | 25 10 / 15 | 49 26 / 23 | 185 93 / 92 | 5 2 / 3 | 607 304 / 303 | 0 0 / 0 |
| 12 | 820 397 / 423 | 31 14 / 17 | 37 19 / 18 | 192 100 / 92 | 6 3 / 3 | 554 261 / 293 | 0 0 / 0 |
| Total | 12056 6178 / 5878 | 356 177 / 179 | 545 300 / 245 | 2532 1331 / 1201 | 70 35 / 35 | 8552 4334 / 4218 | 1 1 / 0 |

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

NEW BUSINESS

Enrollment in the Vail Academy and High School will provide preferential treatment to students whose parents are employed at Vail Academy and High School, followed by siblings of existing students who are not in the 12th grade as of March 1st. Children of Vail School District Employees will have the next opportunity then Vail residents will be given the next level of enrollment opportunity. If a grade level is not at capacity, openings will become available to non-resident students.

~~An enrollment window will be created for all applications to be accepted. Applications will be marked when they are received in the school's front office and placed in order of submission. Applications will be kept by category in the above paragraph.~~

Each January the enrollment process will begin for the following school year. Information regarding enrollment will be available on the website and the closing date (in February) will be listed. Interested applicants will need to submit an "Interest Form" by the deadline in February. Students will then be placed into the appropriate category (above) to determine placement.

- ~~• Packets will be made available January 1 of each year for the next school year.~~
- ~~• Vail residents will have until March 1 to submit their application for the next school year.~~
- All non-district students' packets will be handled on a first come first serve basis, and openings will be filled based on grade level openings after ~~the March 1 resident deadline.~~ all priority enrollment students have been placed.
- If any grade level receives more ~~enrollment packets~~ interest forms than the site council has approved for the grade level (by Vail residents ~~prior to March 1~~), a lottery will be held. New staff children followed by students who are siblings of students all ready enrolled in the school (excluding 12th grade) will automatically be the first students placed on the list. Then students whose parents work for the Vail School District will be placed. The remaining students' names will be drawn with the first name being drawn to be the first student offered any existing opening, the second name drawn to be the student offered any additional opening, etc. Non-resident students will be placed at the end of this list regardless of when they submitted their application.
- Once a family has a student enrolled in the school, any siblings applying for enrollment will move to number one on that grades' waiting list, if no opening exists. If a family gets one student into the school, and subsequently other siblings are enrolled, all siblings must attend VAHS for a period of two weeks before anyone of them may withdraw. If a student chooses to not attend our school, all members of that family will also be dis-enrolled and returned to their original place on the waiting list.
- Grade levels will be filled starting with the 12th grade and working down toward kindergarten. ~~following the March 1 enrollment deadline.~~