

Vail School District  
Site Council  
Vail Academy and High School

**AGENDA**  
**Organizational Meeting**  
**Monday, August 8, 2011**  
**Classroom 214**

**Organizational Meeting**

1. Call to Order
2. Introduction of New Council Members
3. Election of President
4. Election of Clerk
5. Adjournment



Vail, Arizona  
Site Council  
Vail Academy and High School

**AGENDA**  
Regular Meeting  
Monday, August 8, 2011  
Classroom 214

**Regular Meeting**

1. **Call to Order**
  - A. Pledge of Allegiance
  - B. Approval of Minutes *6-4 PF*
  - 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. **Old Business**
  - ✓ A. Enrollment Summary *Capped #15* INFORM
  - ✓ B. Computer Insurance Policy *Pass to Staff for Review* STUDY
  
3. **New Business**
  - ✓ A. Site Council Responsibilities INFORM
  - ✓ B. 2011 Vail School District Override INFORM
  - ✓ C. Field Trips *no rev* ACTION
  - ✓ D. Graduation Materials *Smaller e-council - 11/1/2011* STUDY
  - ✓ E. Valedictorian/Salutatorian requirements *Part Time* STUDY
  - ✓ F. 2011 - 2012 Site Council Meeting Dates *RH/W* ACTION
  
4. **Adjournment** *no S, KH 5:46* ACTION

Site Council  
Vail Academy and High School

**ANNOTATED AGENDA**  
Monday, November 15, 2010  
Classroom 214

August 8, 2011

**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. Old Business**

- A. Enrollment Summary** **INFORM**

**Background:**

**Mr. Barger will present to the council the enrollment summary for today.**

**Recommendation:**

**None at this time, this is an information item only.**

- B. Computer Insurance Policy** **STUDY**

**Background:**

**Mr. Barger will present the council with information regarding the current computer insurance policy and possible revisions.**

**Recommendation:**

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

**3. New Business**

- A. Site Council Responsibilities** **INFORM**

**Background:**

**Mr. Barger will present the council information regarding site council duties and responsibilities, including a copy of the by-laws established by the governing board.**

**Recommendation:**

**None at this time, this is an information item only.**

- B. 2011 Vail School District Override** **INFORM**

**Background:**

Mr. Barger will update the council on the status of an override election.

**Recommendation:**

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

**C. Field Trips** **ACTION**

**Background:**

Mr. Barger will present the council information regarding field trips.

**Recommendation:**

That the Vail Academy and High School Site Council approve the field trips as presented.

**D. Graduation Materials** **STUDY**

**Background:**

Mr. Barger will discuss with the site council the procedure for selecting a company for graduation related materials: announcements, caps and gowns, and class rings.

**Recommendation:**

None at this time, this is a study item.

**E. Valedictorian/Salutatorian requirements** **STUDY**

**Background:**

Mr. Barger will present the site council with existing policies regarding class rank. The site council will participate in a discussion addressing how to handle the recent situation of on-line and hybrid students.

**Recommendation:**

None at this time, this is a study item.

**2011 – 2012 Site Council Meeting Dates** **ACTION**

**Background:**

Mr. Barger will present the site council a list of proposed meeting dates for this school year's site council.

**Recommendation:**

That the VAHS Site Council approve the proposed dates as presented.

**5. Adjournment** **ACTION**

Regular Meeting  
Monday, May 9, 2011

**1. Call to Order**

Mrs. Gundrey called the meeting to order at 4:35 pm.

**A. Pledge of Allegiance**

Pledge was led by Mrs. Gundrey

**B. Members Present**

Mrs. Smith  
Mrs. Meyers  
Mrs. Whitlow  
Mr. Frausel  
Mr. Vallone  
Mrs. Gundrey  
Mr. Hill  
Mrs. Silva

**C. Approval of Minutes**

Mr. Frausel motioned to approve minutes as read. Mrs. Silva seconds the motion. Minutes were approved.

**D. Reports**

**Member Report**

**Administrative Reports** Mr. Barger reported to the site council the PTSA meeting elected officers. PTSA purchased a badge machine so picture ID's can be taken here at school. Also, the PTSA will have a 4 square poured for the elementary side playground. Mr. Barger also commented on AIMS and the scores looked good.

**E. Call to the Public**

**F. Recognitions**

Mr. Barger recognized Julie Ellis our Business teacher and her FBLA students that won in the State Competition and now we have 3 headed to Florida for Nationals. The student's did not find out they won 1<sup>st</sup> place in state until 2 weeks later. There was a miscount and that led to VAHS winning. The students do not have much time to come up with the 4,500.00 for the trip. The students are Andrew Vallone, Zachary Hoover and Nate Rogers.

**2. Consent Agenda** All consent items were approved. Motion was made by Mrs. Smith and seconded by Mrs. Whitlow.

**3. Old Business**

**A. Enrollment Summary**

Mr. Barger shared with council enrollment numbers. All members of the council have a copy of the enrollment numbers. Mr. Barger also shared that as of today we are at 50 fulltime VDLP and 30 hybrid students.

**B. Enrollment Numbers 2011-2012**

Mr. Barger shared with the council that as of date we are full and that only 9<sup>th</sup> grade has a few openings. We do have a waiting list for all grade levels. The waiting list is:

Kinder -35  
1<sup>st</sup> grade 19  
2<sup>nd</sup> grade-4  
3<sup>rd</sup> grade-13  
4<sup>th</sup> grade-11  
5<sup>th</sup> grade-5  
6<sup>th</sup> grade-19  
7<sup>th</sup> grade-2  
8<sup>th</sup> grade-17  
9<sup>th</sup> grade open  
10<sup>th</sup> grade-5  
11<sup>th</sup> grade-4  
12<sup>th</sup> grade 2

### **C. Promotion/Graduation**

Mr. Barger shared with the council the norm for promotions and graduations for Kindergarten, 5<sup>th</sup> grade, 8<sup>th</sup> grade and 12<sup>th</sup> grade. We will be having a promotion for kindergarten during the day the last day of school. There will also be a promotion for 8<sup>th</sup> grade which the 7<sup>th</sup> grade class will plan something for them, and graduation for the seniors. The senior graduation will take place at The Vail Theater of the Arts, Tuesday, May 24<sup>th</sup> at 6:30 pm.

### **3. New Business**

#### **A. School Fees**

Mr. Barger shared with the council that the district is looking at fees for sports and other activities. Fees for things we cannot do as of watering the fields, paying teachers. There are a few possible things we can do. We cannot charge for Art or any CTE classes. We charged \$10.00 for parking permits and have about 40 that park on campus. Money is used to purchase snacks and water for students when taking the AIMS testing. It was mentioned that maybe asking the PTSA to purchase such items. We will need to charge for Spanish books to cover. PE uniforms may become available if decided to go that way. We can tell the students they need to wear blue shorts and gray shirt. Would be nice to have them available here at VAHS. Mrs. Ellis the business teacher is looking into order such items.

After school fees can be paid using tax credit. Some clubs have set fee.

AIA fees. Baseball is the single highest sport, the use of lights, water, mowing and seeding the fields. If the override passes the fees will stay the same if not we will need to charge more for extracurricular activities.

Clubs charge a fee depending on the type of club and if materials are needed. All students will pay the \$1.00 fee. Tax Credit may be used to pay for club.

#### **B. School Fees**

Establish a fee: Spanish Book, Parking, and all clubs will charge \$5.00 to join. Mrs. Smith motioned to approve the school fee's and Mrs. Whitlow seconded the motion all were in favor.

#### **C. VAHS Charter**

Some lighter changes were made to the charter all council members were given a copy of the charter. Page 4 Enrollment in Vail "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." The issue is if a TUSD family comes they get in than the sibling moves up on the waiting list and than a Vail resident comes in they will move below the TUSD

family. Maybe after April 1<sup>st</sup> deadline they do not get sibling preference. Mr. Barger shared that any changes of the charter does need to go to the board.

D. EEPs

Mr. Barger shared that something the district created was to let teachers do things above and beyond their classroom duty and the board would approve the dollar amount paid passed on the EEP the teacher wrote up. The principal along with the site council must approve first before going to the board.

D. EEPs

Mr. Barger recommends the council approve the EEPs as presented. Mrs. Smith motion to approve as presented was seconded by Mrs. Silva.

**Adjournment:** Mrs. Whitlow motioned to adjourn the meeting was seconded by Mrs. Silva meeting was adjourned 5:43 p.m.



**OLD  
BUSINESS**

# PowerSchool

## Enrollment Summary as of 08/05/2011 (A) Vail Academy & High School

Grade  
Level

Grade Level	1	2	3	4	5	6	7
12 /	0 /	0 /	2 /	0 /	15 /	0 /	
15 /	1 /	0 /	3 /	0 /	11 /	0 /	
15 /	0 /	0 /	5 /	0 /	16 /	0 /	
11 /	2 /	1 /	2 /	0 /	6 /	0 /	
12 /	0 /	1 /	3 /	0 /	8 /	0 /	
12 /	1 /	2 /	2 /	1 /	12 /	0 /	
12 /	0 /	0 /	1 /	0 /	11 /	0 /	
34 /	0 /	1 /	9 /	0 /	24 /	0 /	
15 /	0 /	0 /	1 /	0 /	14 /	0 /	
36 /	1 /	0 /	3 /	0 /	32 /	0 /	
32 /	0 /	1 /	6 /	1 /	24 /	0 /	
20 /	0 /	1 /	4 /	0 /	15 /	0 /	
28 /	1 /	2 /	2 /	0 /	23 /	0 /	
260 /	6 /	9 /	43 /	2 /	200 /	0 /	

VAHS Site Council  
11-15-2010

Proposal for Computer Insurance Policy

CURRENT COST \$50/ YEAR

- Anyone enrolling during the first semester pays \$50.
- Anyone enrolling during the second semester pays \$25.
  
- Anyone withdrawing during the first before the end of August who get a full refund.
- Anyone withdrawing from September through October would get \$37.50.
- Anyone withdrawing from November through December would get \$25.
- Anyone withdrawing during the 3<sup>rd</sup> quarter would get \$10.
- Anyone withdrawing during the final semester would not receive a refund.
  
- Students transferring from EHS with a refund would be able to purchase our policy for the amount of their refund.

\$ 400

\$ 320  
- 60  
-----  
\$ 256

**NEW  
BUSINESS**

## ROLE OF SITE COUNCIL

The School Site Council serves in an advisory capacity to the principal at each school site. The principal will seek formal and/or informal advice for the Council on a variety of issues.

Formal action will require an official, recorded vote. Typically, each action or vote will be preceded by discussion and a formal recommendation from the principal. Issues REQUIRING formal action of the Council are as follows:

- annual goals for the school
- student discipline rules and procedures
- dress code
- student and parent handbooks
- local education enrichment plans
- student field trips
- council meeting times and formats
- annual school budget
- selection of school photographer
- activity fees
- course offerings
- school related Booster Club activities

The council may also provide advice on the following issues:

- selection and scheduling of school activities
- curriculum
- recognition of students and employees
- communication with parents and the community
- school calendar
- master schedule
- special programs and activities
- fundraising activities
- parent satisfaction survey

MEMBERS ARE ELECTED FOR TWO YEAR TERMS AND SHOULD EXPECT TO MEET MONTHLY DURING THE SCHOOL YEAR.

## VAIL SCHOOL DISTRICT NO. 20

### Advisory School Site Council

## BYLAWS

Note: The Vail School District Governing Board has the legal authority to govern the operations of the schools in the District. It is the philosophy of the District that the District's schools belong to, and are the responsibility of, their respective communities. As such, the Governing Board has created school councils to provide parents and community members of each school site the opportunity to provide input into the decision-making process.

It is also the philosophy of the District that school employees are valued, informed participants in the operation of the District's schools. As such, they are given representation on each school council.

### ARTICLE I

#### Role of Council

The School Site Council serves in an advisory capacity to the principal at each school site. The principal will seek formal or informal advice from the Council on a variety of issues.

Formal action will require an official, recorded vote. Typically, each action or vote will be preceded by discussion and a formal recommendation from the principal. Issues requiring formal action of the Council are as follows:

- annual goals for the school
- student discipline rules and procedures
- student and parent handbooks
- local education enrichment plans
- student field trips
- council meeting times and formats
- annual school budget
- select school photographer

The principal may also seek informal, or formal, advice from the Council on other issues. These issues may include, but not be limited to, the following:

- selection and scheduling of school activities
- curriculum
- selection of employees
- recognition of students and employees
- communication with parents and the community
- school calendar
- master schedules
- local in services for staff
- special programs and activities
- fundraising activities
- parent satisfaction survey

The principal is not bound by any action of the Council.

If an administrative vacancy occurs at the school, the superintendent will seek input from Council members on the filling of that vacancy.

Council members may be called upon to serve as members of district level advisory committees.

## ARTICLE II Members

### Section 1 - Size and Composition

The School Site Council for elementary and middle schools shall be composed of seven members consisting of two (2) full-time teachers employed at the school and selected by teachers at the school, one (1) classified school staff member selected by classified employees at the school, two (2) parents of students enrolled in the school and two (2) community members who reside within the attendance boundaries of the school who are selected by parents and community members served by the school. The principal of the school shall serve as an ex-official member of the council.

The School Site Council for high schools shall be composed of seven members consisting of two (2) full-time teachers employed at the school and selected by teachers at the school, one (1) classified school staff member selected by classified employees at the school, two (2) parents of students enrolled in the school and one (1) community member who reside within the attendance boundaries of the school who are selected by parents and community members served by the school and one (1) student selected by students registered to attend the school. The principal of the school shall serve as an ex-official member of the council.

A School Site Council for K-12 schools shall be composed of nine members consisting of three (3) parents of students enrolled in the school (one must represent a k-8 student and one must represent a 9-12 student) and are selected by parents served by the school; three (3) teachers (at least two must be full-time) who are employed at the school and are selected by teachers at the school (one must represent k-8 and one must represent 9-12); one (1) classified staff member selected by classified employees at the school; one (1) student selected by students in grades 9-12; and one (1) community member who resides within the attendance boundaries of the school and is selected by community members served by the school. The principal of the school shall serve as an ex-official member of the council.

Council members filling a parent seat must have (a) a student in attendance at that school (b) be at least 18 years of age, and (c) not be employed by the District in the school of proposed membership. Community members of the council (a) must reside in the attendance area of the school representing and (b) must not be an employee of the school district. Council members filling a parent or community member seat must not be (a) a member of the District's governing board; (b) an immediate family member of a governing board member and (c) no more than one member of an immediate family may serve on a site council.

### Section 2 - Term of Office

All members of the council shall serve for two-year terms. However, in order to achieve staggered membership, one-half, or the nearest approximation thereof, of the members representing parents or community members and one-half, or the nearest approximation thereof, of the members representing

teachers and other school personnel (except the principal) shall serve for a one year term only during the first year of the council's existence. After the first year of the council's existence, all terms shall be two years in length. At the first regular meeting of the council, a chance method shall be used to determine which members shall serve one year terms.

### Section 3 - Elections

Parents and community members will be elected on an annual basis at a public meeting. Notice of the meeting will be posted and provided to parents of all students served by the school. The meeting will be held in conjunction with a widely attended school event. Nominations will be accepted from the floor. The principal and one member of the council will count the ballots.

Members representing teachers, classified staff and students will be elected on an annual basis. Nominations will be solicited from each group and paper ballots will be distributed to each respective group. The principal and one member of the council will count the ballots.

Selection will be based on the most votes gathered by qualified candidates. Run-offs or a second ballot will only be utilized in the case of a tie. The Vail Governing Board will serve as the final authority on any election disputes.

### Section 4 - Voting Rights

Each member shall be entitled to cast a vote on each matter submitted to the council. Absentee ballots shall not be permitted. The principal shall not have voting rights.

### Section 5 - Termination of Membership

A member shall no longer hold membership should he or she cease to be a resident of the area or no longer meets the membership requirements under which he or she was selected; e.g., a parent becomes employed by the District. Membership shall automatically terminate for any member who has an unexcused absence for two consecutive meetings. The council, with an affirmative vote of two-thirds of all of the members, can suspend or expel a member. Notification of action of suspend or expel a member shall be submitted to the governing board.

### Section 6 - Transfer of Membership

Membership in the School Site Council is not transferable or assignable.

### Section 7 - Resignation

Any member may resign by filing a written notice with the local school district governing board.

### Section 8 - Vacancy

Any vacancy on the council shall be filled for the remainder of the school year by appointment by the governing board. If the unexpired term is for another full year thereafter, the term for that year shall be filled by the regular selection process.

### Section 9 - Responsibilities



Council members will abide by the “Advisory School Council Code of Ethics.” Council members will attend annual training and participate in a Council self evaluation process.

### ARTICLE III Officers

#### Section 1 - Officers

The officers of the School Site Council shall be a chairperson and a clerk.

#### Section 2 - Election and Term of Office

The School Site Council shall elect its officers on an annual basis. The chairperson shall be selected from the parent or community members of the council.

#### Section 3 - Removal From Office

Any officer may be removed by a two-thirds vote of all members sitting on the School Site Council whenever, in the judgment of the council, the best interests of the council would be served thereby.

#### Section 4 - Vacancy

A vacancy in any office because of death, resignation, removal, disqualification, or otherwise, shall, by special election, be filled by the School Site Council for the unexpired portion of the term.

#### Section 5 - Chairperson

The chairperson shall preside at all meetings of the School Site Council and may sign all letters, reports, and other communications of the School Site Council. In addition, the chairperson shall perform all duties incident to the office of chairperson and such other duties as may be prescribed by the School Site Council from time to time. The chairperson shall with the principal develop the agenda for council meetings.

#### Section 6 - Clerk

The duties of the clerk shall be to represent the chairperson in assigned duties and to substitute for the chairperson during his or her absence, and the clerk shall perform such other duties as from time to time may be assigned by the chairperson or by the School Site Council.

### ARTICLE IV Meetings of the School Site Council

#### Section 1 - Regular Meetings

The School Site Council shall meet regularly every month during the school year.

#### Section 2 - Special Meetings

Special meetings may be called by the chairperson or the principal.

### Section 3 - Place of Meetings

The School Site Council shall hold its regular monthly meetings and its special meetings in a facility readily accessible by all members of the public.

### Section 4 - Notice of Meetings

Public notice shall be given of regular meetings at least 24 hours in advance of the meetings. Any change in the established date, time, or location must be given special notice. All special meetings shall be publicized. Any required notice shall be in writing; shall state the day, hour, and location of the meetings; and shall be delivered either personally or by mail to each member not less than twenty-four hours or more than two weeks prior to the date of such meetings.

### Section 5 - Decisions of the School Site Council

All decisions of the School Site Council shall be made only after an affirmative vote of a majority of its members in attendance, provided a quorum is in attendance.

### Section 6 - Quorum

The presence of 51 percent of the total membership shall be required in order to constitute a quorum necessary for the transaction of the business of the School Site Council.

### Section 7 - Conduct of Meetings

All regular and special meetings of the School Site Council shall be conducted in accordance with Robert's Rules of Order or in accordance with an appropriate adaptation thereof.

### Section 8 - Meetings Open to the Public

All regular and special meetings of the School Site Council shall be open at all times to the public.

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 HS # of Passengers 8

Telephone # \_\_\_\_\_ Number of Wheelchair Restraints if Needed \_\_\_\_\_

Destination Attending my advanced business students  
to the Wholesale ICE (TEAM STORES) SHOW  
Address NEW MARK UP WORKS

Purpose of Trip \_\_\_\_\_

Lunch \_\_\_\_\_ 04204

Date of Trip August 2nd

Departure Time 1:00 pm

Arrival Time \_\_\_\_\_

Return to Bus Time \_\_\_\_\_

Return to School Time 1:40 pm

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

**APPROVED**

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 _____
Signatur :	_____

## 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 1111 Date 7/1/11

Teacher/Sponsor [Signature] Grade 1 # of Passengers 10

Telephone # [Number] Number of Wheelchair Restraints if Needed 0

Destination [Location]

Address [Address]

Purpose of Trip [Purpose]

Lunch: [Lunch Info] 04373

Date of Trip 7/1/11

Departure Time [Time]

Arrival Time [Time]

Return to Bus Time [Time]

Return to School Time [Time]

<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 _____	

**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 APHS Date 7-22-02

Teacher/Sponsor A. Kestner Grade \_\_\_\_\_ # of Passengers 21

Telephone # \_\_\_\_\_ Number of Wheelchair Restraints if Needed 0

Destination Spokane Falls & River Park

Address 1415 N. 1st St. Spokane, WA 99201

Purpose of Trip Field Trip to Spokane Falls & River Park

Lunch \_\_\_\_\_ 04270

Date of Trip \_\_\_\_\_

Departure Time 10:00 AM

Arrival Time 12:00 PM

Return to Bus Time 6:00 PM

Return to School Time 7:30 PM

<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 _____	

**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 W.H.S. Date 10/27/11

Teacher/Sponsor [Signature] Grade 7 # of Passengers 22

Telephone # 712-233-1111 Number of Wheelchair Restraints if Needed 0

Destination Atlanta, GA

Address 1705 N. HIGHWAY 2412, ATLANTA, GA 30321

Purpose of Trip Field Trip

Lunch 04272

Date of Trip 10/27/11

Departure Time 8:00 AM

Arrival Time 8:30 AM

Return to Bus Time 1:30 PM

Return to School Time 2:00 PM

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

**Trip Approval Receipt**

Teacher / Sponsor
<u>Complete this section for prompt reply</u>
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 Alhambra Date 11/12/11  
 Teacher/Sponsor W. K. ... Grade \_\_\_\_\_ # of Passengers \_\_\_\_\_  
 Telephone # ... Number of Wheelchair Restraints if Needed \_\_\_\_\_  
 Destination ...  
 Address ...  
 Purpose of Trip ...

Lunch \_\_\_\_\_ 04274

Date of Trip \_\_\_\_\_  
 Departure Time ...  
 Arrival Time \_\_\_\_\_  
 Return to Bus Time \_\_\_\_\_  
 Return to School Time \_\_\_\_\_

<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 _____	

## 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 V.A.M. Date 11/11/11  
 Teacher/Sponsor L. K. Smith Grade \_\_\_\_\_ # of Passengers 8  
 Telephone # (504) 291-1234 Number of Wheelchair Restraints if Needed 0  
 Destination V.A. Technical HS

Address 123 N. Main Street, Box 112, 33311  
 Purpose of Trip Site visit to V.A. Technical HS to discuss field trip  
 Lunch 04205

Date of Trip 11/11/11  
 Departure Time 3:00 PM  
 Arrival Time \_\_\_\_\_  
 Return to Bus Time 4:00 PM  
 Return to School Time \_\_\_\_\_

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

### Trip Approval Receipt

<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 VAHS Date 11/11/11  
 Teacher Sponsor Mr. [unclear] Grade 11 # of Passengers 1  
 Telephone # 621-274-7000 Number of Wheelchair Restraints if Needed 0  
 Destination PLANT GARDEN HS

Address 500 W. Rose Garden Lane Pittsburg  
 Purpose of Trip STATE INSTITUTE FOR CHILDREN  
FIELD TRIP

Lunch 04276  
 Date of Trip 11/11/11  
 Departure Time 10:00  
 Arrival Time 12:00  
 Return to Bus Time 3:00  
 Return to School Time 8:00

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

### Trip Approval Receipt

<u>Teacher / Sponsor</u> Complete this section for prompt reply	<u>School Administrator complete this Section</u>
School _____	Administrator Approval _____ Date _____
Teacher _____	Signature _____
Date of Trip _____	Site Council Approval _____ Date _____
Destination _____	Transportation Approval _____ Date _____
Departure Return Time _____	Signature _____

## DISTINCTION POINTS

For the purpose of determining the grade point average of students attending VAHS, the following scale will be issued: A=4, B=3, C=2, D=1, and F=0.

Vail High School recognizes that some courses are designed to be more challenging; however, we will not have a traditional weighted grade formula. Through Honors, Advanced Placement, and Dual Enrollment, students can have accelerated opportunities with a chance to benefit their GPA. Students enrolled in accelerated courses will have their GPAs calculated as all students' grades are done. However, students who are enrolled in these courses will be given 'Distinction Points' if they earned an A, B, or C in the class. The 'Distinction Points' are as follows:

Honors/Dual Enrollment	.03
Advanced Placement	.05

Below find two sample students enrolled in the same courses. Student #1 has weighted grades and student #2 has regular grades with distinction points.

Student # 1		Student # 2	
Math (H)	4.03	Math (H)	4.0 + .03
English (H)	4.03	English (H)	4.0 + .03
PE	4.00	PE	4.0
Art	4.00	Art	4.0
History (AP)	4.05	History (AP)	4.0 + .05
Biology (AP)	4.05	Biology (AP)	4.0 + .0
$24.16 / 6 = 4.026$		$24 / 6 + .16 = 4.16$	

Students who transfer from another school will have their GPA determined using VAHS guidelines. The sending school also must list on the transcript, in the course name, designations such as Advanced Placement or Honors to receive consideration for distinction points.

Distinction Points will be used to determine the Valedictorian and Salutatorian, as well as the determination of the Standard of Excellence, High Honors and Honors distinction. This will be determined at the end of the eighth semester. Students must have completed at least 4 semesters (including the final two) of their high school credits from Vail Academy & High School to be considered for Valedictorian and/or Salutatorian.

All requests for class rankings will be determined using distinction points unless a college specifically asks for an un-weighted ranking. Official transcripts will display both un-weighted and distinction GPA's and rankings.

**VAHS Site Council Dates  
2011 -2012 School Year**

PROPOSED DATES:

MONDAY, AUGUST 8, 2011

MONDAY, SEPTEMBER 12, 2011

MONDAY, OCTOBER 17, 2011 (3<sup>rd</sup> Monday)

MONDAY, NOVEMBER 14, 2011

MONDAY, DECEMBER 12, 2011

MONDAY, JANUARY 23, 2012 (4<sup>th</sup> Monday)

MONDAY, FEBRUARY 13, 2012

MONDAY, MARCH 5, 2012

MONDAY, APRIL 9, 2012

MONDAY, MAY 14, 2012

## Vail School District Professional Staff Analysis Form

Teacher's Name: 0 \_\_\_\_\_  
 Current Assignment: 0 \_\_\_\_\_  
 School: 0 \_\_\_\_\_

### 2 VAIL COMMUNITY CONNECTIONS

	Score	Possible
a. Extra Curricular Home Visits	0	4
b. Community Service/Outreach	0	4
c. Parent Relationships	0	4
d. Attends School and Community Activities	0	4
e. Use of Volunteers	0	4
<b>TOTAL</b>	<b>0</b>	<b>20</b>

4 (Exceeds Expectations)	3 (Meets Expectations)	0 (Falls Below Expectations)
a. Teacher creates numerous opportunities to connect students to the school community outside the instructional day	a. Teacher participates in numerous activities that connect students to the school community outside the instructional day	a. Teacher participates in some activities that connect students to the school community outside the instructional day
b. Teacher seeks out numerous opportunities to engage his/her students in community service activities	b. Teacher participates in organized community service outreach activities	b. Teacher rarely participates in community service outreach activities
c. Teacher provides excellent communication to parents and is proactive in engaging families in the instructional process	c. Teacher provides information to parents and is somewhat active in engaging families in the instructional process	c. Teacher provides minimal information to parents and is passive in engaging families in the instructional process
d. Teacher volunteers to participate in school and community events, functions	d. Teacher displays adequate participation in school and community activities	d. Teacher makes little attempt to participate in school or community activities
e. Teacher seeks out and utilizes community and parent volunteers effectively	e. Teacher utilizes community and parent volunteers effectively	e. Teacher ineffectively uses or does not use volunteers