

Vail School District  
Vail, Arizona  
Site Council  
Vail High School

AGENDA  
Organizational Meeting  
Monday, August 16, 2010  
In the Vail High School Conference Room

**Organizational Meeting**

1. Call to Order
2. Introduction of New Council Members
3. Determination of Terms
4. Election of President of the Site Council
5. Election of Clerk of the Site Council
6. Establishment of Dates, Times and Places for Meetings
7. Adjournment

**VAIL SCHOOL DISTRICT**  
**Vail, Arizona**

**Site Council**  
**Vail High School**

**ANNOTATED AGENDA**  
**For the Organizational Meeting**  
**Of the Vail Site Council**  
**August 16, 2010**

**I. CALL TO ORDER**

Mr. Barger, presiding for Vail Academy and High School Site Council, calls the meeting to order in accordance with A.R.S. 15-321.

**II. ELECTION OF CHAIR**

Mr. Barger opens the nominations for the office of chair.

Suggested wording and options;

1. I nominate \_\_\_\_\_ for the office of chair  
Of the Vail High School Site Council (no second required).
2. I move the nominations be closed. (A second is required (call to vote).
3. I move \_\_\_\_\_ be elected chair of the  
Vail High School Site Council. (A second is required (call for vote).  
The new chair presides over the remainder of the organizational  
meeting.

**III. ELECTION OF CLERK**

New chair opens the nominations for the office of clerk

Suggested wording and options:

1. I nominate \_\_\_\_\_ for the office of clerk  
of the Vail High School Site Council (no second required).
2. I move the nominations be closed. (A second is required (call to vote).
3. I move \_\_\_\_\_ be elected clerk of the  
Vail High School Site Council. (A second is required (call for vote).



**AGENDA**  
Regular Meeting  
Monday, August 16, 2010  
In the Vail High School Conference Room

**Regular Meeting**

**1. Call to Order**

- A. Pledge of Allegiance
- B. Approval of Minutes
- 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**

**3. New Business**

- A. Site Council Responsibilities
  - B. Enrollment Summary
  - C. Parking Fees
  - D. Picture Company/Gap n Gown/Senior Portraits
  - E. Yearbook Process
  - F. Dates for 10-11 Meetings
- INFORM  
INFORM  
STUDY  
STUDY  
STUDY  
ACTION

**5. Adjournment**

**ACTION**

4:48

10:00

July Report  
- Staffing update

Milwaukee - Birkdale center

Mayer's Parent Mtg

4.8.10  
7.10.10

HS Students

6.10.10

6.10.10

5:53

9/20, 10/18  
11/15, 12/13  
1/10, 2/7  
3/7, 4/11  
5/9



**ANNOTATED AGENDA**  
Monday, August 16, 2010  
In the Vail High School Conference Room

**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**

**ACTION**

**Background:**

All items attached are consent matters and should be considered by one motion at this time. There will be no discussion of consent items. Any Site 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.

**Recommendation:** For council to approve the consent agenda as presented.

**3. Old Business**

**4. New Business**

**A. Site Council Responsibility**

**INFORM**

**Background:**

Mr. Barger will present the council the responsibilities of council members.

**Recommendation:**

None at this time, inform item.

**B. Enrollment Summary**

**INFORM**

**Background:**

Mr. Barger will present to the council the enrollment summary for August 16, 2010.

**Recommendation:**

None at this time, inform item.

**C. Parking Fees**

**STUDY**

**Background:**

Mr. Barger will present to the council information regarding charging students for parking on campus.

**Recommendation:**

None at this time, study item.

**D. Picture Company/Cap n Gown/Senior Portraits**

**STUDY**

**Background:**

Mr. Barger will present to the council information on photographer and company for cap n gown and senior portraits.

**Recommendation:**

None at this time, study item.

**E. Yearbook Process**

**STUDY**

**Background:**

Mr. Barger will present to the council information on the past yearbook process.

**Recommendation:**

None at this time, study item.

**F. Future Meeting Dates**

**ACTION**

**Background:**

Mr. Barger will open a discussion for setting dates for site council meetings for the 10-11 school year.

**Recommendation:**

Site Council approves dates as presented.

**5. Adjournment**

**ACTION**

## 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.



School: Vail Academy & High School

Logout

Term: 10 of Semester 1

Start Page Reports Run Reports + Add New Reports

Para Denis

Functions

- Attendance
- Daily Bulletin
- Enrollment Summary
- Master Schedule
- PowerLaunch
- Reports
- Special Functions
- Teacher Schedules

Setup

- Personnel
- School
- Staff
- System
- Dashboard
- Administrator
- IT Administrator
- ReportWorks

### Enrollment Summary

5 of 8 | 1 of 2  
 of Academy & High School

Grade Level	TOTAL IN GRADE	Asian or Pacific Islander	Black or African-American	Hispanic or Latino	American Indian	White (Not Hispanic)	Unclassified
0	23 10	2 1	0 0	2 3	0 0	14 5	0 0
1	21 5	1 0	0 0	3 1	0 0	17 4	0 0
2	25 15	1 1	2 1	2 1	0 0	20 12	0 0
3	25 14	4 3	0 0	5 3	0 0	15 8	0 0
4	23 8	1 0	0 0	1 2	0 0	17 6	0 0
5	22 14	0 0	0 1	4 1	0 0	17 10	0 0
6	45 17	0 0	3 3	8 1	0 0	36 11	0 0
7	26 13	2 2	0 0	3 1	0 0	21 10	0 0
8	28 12	1 0	0 1	6 4	0 0	19 7	0 0
9	68 29	1 1	5 3	15 6	0 0	46 19	0 0
10	37 30	1 1	5 3	10 6	0 0	24 20	0 0
11	37 28	3 2	4 0	7 4	0 1	24 19	0 0
12	44 14	2 1	1 0	7 2	0 0	34 11	0 0
<b>TOTAL</b>	<b>467 207</b>	<b>19 12</b>	<b>23 12</b>	<b>79 39</b>	<b>1 1</b>	<b>341 143</b>	<b>0 0</b>



# VAIL ACADEMY AND HIGH SCHOOL 2010-2011 CALENDAR

## July

S	M	T	W	T	F	S
			1	2	3	
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

## August

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

## September

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

## October

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
						31

## November

S	M	T	W	T	F	S
1	2	3	4	5	6	
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

## December

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

## January

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

## February

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

## March

S	M	T	W	T	F	S
1	2	3	4	5		
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

## April

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

## May

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

## June

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

B/E = Beginning/End of school  
 C = Conferences (Parent/Teacher) 1/2 day for Students  
 Y = Inservice for Teachers 1/2 day for Students

T = Teacher Grading Day 1/2 day for Students  
 = Holidays/Vacations (No School for Students)  
 VP = Vail Pride Day

4:30 pm

Dear Colleagues:

In 2004, nearly 15,000 schools offered high school students the opportunity to take AP<sup>®</sup> courses, and over 1.1 million students then took the challenging AP Exams. These students felt the power of learning come alive in the classroom, and many earned college credit and placement while still in high school. Behind these students were talented, hardworking teachers who are the heart and soul of the Advanced Placement Program<sup>®</sup>.

The College Board is committed to supporting the work of AP teachers. This AP Course Description outlines the content and goals of the course, while still allowing teachers the flexibility to develop their own lesson plans and syllabi, and to bring their individual creativity to the AP classroom. Moreover, AP workshops and Summer Institutes, held around the globe, provide stimulating professional development for more than 60,000 teachers each year. The College Board Fellows stipends provide funds to support many teachers' attendance at these Institutes. Stipends are now also available to middle school and high school teachers who use Pre-AP<sup>®</sup> strategies.

Teachers and administrators can also visit AP Central<sup>®</sup>, the College Board's online home for AP professionals, at [apcentral.collegeboard.com](http://apcentral.collegeboard.com). Here, teachers have access to a growing set of resources, information, and tools, from textbook reviews and lesson plans to electronic discussion groups (EDGs) and the most up-to-date exam information. I invite all teachers, particularly those who are new to the AP Program, to take advantage of these resources.

As we look to the future, the College Board's goal is to broaden access to AP classes while maintaining high academic standards. Reaching this goal will require a lot of hard work. We encourage you to connect students to college and opportunity not only by providing them with the challenges and rewards of rigorous academic programs like AP but also by preparing them in the years leading up to AP courses.

Sincerely,

A handwritten signature in black ink that reads "Gaston Caperton". The signature is fluid and cursive, with the first name "Gaston" being larger and more prominent than the last name "Caperton".

Gaston Caperton  
President  
The College Board