### **Organizational Structure of University High School**

### Fresno Unified School District

All charter schools must be authorized by a school district. FUSD is the current authorizer of UHS. FUSD is required to ensure that UHS and its Board follows its charter and all applicable state requirements. FUSD can revoke the UHS charter if UHS fails to follow it or other state laws, but its role is advisory in nature. FUSD has no fiscal control of UHS, no role in school governance and does not have representation on the UHS Board of Directors.

### State of California

The State provides a set of guidelines and standards all schools are required to follow. Since UHS is a public school, the State provides funding through ADA. UHS receives an amount of money per student and this money is used to fund all school operations. The State also provides precedence in regards to funding sources and the requirements for each source.

### California State University, Fresno

The College of Arts and Humanities wrote the original charter to create UHS. UHS is NOT connected in a fiscal or governance manner to CSUF aka Fresno State. UHS's relationship to CSUF is defined in a series of Operating Agreements. CSUF has leased the land for the school to UHS for 40 years, but the school must pay money to operate on the Fresno State campus.

### UHS Board of Directors

UHS is an independent, public charter school. The Board is the official governance body that ensures compliance with State and Federal laws and the charter, and serves as an advisory body for UHS.

### Superintendent/Principal

Directs all school operations and serves as liaison to the Board and school community

### **Phoenix Alliance**

Primary advisory, volunteer, & booster group for UHS. PA supports students and staff through its activities.

### Vice Principal

Has primary responsibility for school discipline, technology, & facilities.

### Clerical Staff

# & Community Outreach Manages all

Development

donations, volunteer network, annual fund, marketing, fundraising, alumni network, & grant writing.

### Registrar

Trustee of student achievement data; inputs students' grades & keeps transcripts current. Assists VP with College class registration & CALPADS; Responsible for Independent Study contracts and student withdrawals. Primary banking depositor for UHS & ASB.

### Office Manager

Liaison to CFO, FUSD, & UHS Board; Responsible for business transactions. personnel files, lunch program, insurance, & HR issues. Maintains Office systems, including Attendance, oversees Office Clerical Staff; Administrative Assistant to Administration, Counselors, and Faculty; Intake of student applications.

### Chief Financial Officer

All financial duties including payroll, accounts payable, budgeting, reporting to Federal, State & local entities, presentation of financial information to all stakeholders.

### Certificated Staff

Teachers
20 Full time/1
Part time
teachers with
single subject
credentials

# Two counselors provide academic and personal/social

Counselors

and personal/social counseling services with a 250:1 ratio

#### Students of UHS

All students (approx. 480) have a common music experience and the desire to engage in a college prep program