



## Westlake High School

### General PTO Meeting

January 20, 2017 Minutes – Draft pending February 2017 approval

- I. **Call Meeting to Order**— Kristin Paull called meeting to order at 12:05
- II. **Approval of November 18, 2016 Minutes**— Tiffany Hildreth made a motion to approve minutes, Liza Savage 2<sup>nd</sup>. Minutes approved as posted on the WHS PTO website, now final.
- III. **Guest Speaker – Ms. Kristen Carroll (World Languages, German) on Language Lab.** Kristen shared her views (and those of other language teachers) that the language lab funded by PTO (~\$90K) has been very helpful for those teachers using it. They are still working through how AP tests will be given in the lab as well as working on how to modify curriculum to maximize use of the lab for classes, tutoring time and testing. Feedback was provided to Ms. Carroll that some teachers aren't utilizing the lab, as their child hadn't used the lab yet. Ms. Carroll explained that some teachers still need additional training and experience to be comfortable taking the classroom there, she and Mr. Ryan committed to working with teachers to get all language classrooms utilizing the lab.
- IV. **Student Council, Jimmie Fields and Berkeley Barnett (Co-Presidents).** Each student council executive board member is committed to do a project and they have raised money/goods for homecoming, student body benefits and local causes (e.g. Brown Santa, LA school supply drive) as well personal involvement in activities like Relay for Life and supporting refugees. There was a meeting on this same day for anyone interested in running for student council elections. Student Council is in room 330 during 4<sup>th</sup> period for any students wanting to come by to discuss any SC items. The student council is meeting monthly with Dr. Leonard to help bridge the gap between the district and what it is really like to be a student at WHS. Finally, they mentioned Ms. Dupre (WHS English teacher) and her family were in a terrible car accident and there is a GoFundMe page to support their recovery <https://www.gofundme.com/dupre-family-medical-expenses>.
- V. **Principal Report, Casey Ryan (Vice Principal):** Steve Ramsey was unable to attend the meeting and thus the Principal meeting, which usually precedes the PTO meeting, was cancelled. Mr. Casey Ryan spoke to the fast start to the New Year and school is in full swing. Aside from academics, many good activities going on such as band representing WHS well at Rose Bowl in both performance and behaviors, boys varsity basketball going strong, girls varsity basketball is a young team starting to have success, Mary Poppins tickets on sale Jan 25<sup>th</sup> and will sell out.

Counselors and administration are working to meet with all grades. Senior meetings and senior parent meeting has been held. Counselors started their work to meet with 9,10,11 grades on course selection as well as going to middle schools to meet with all 8<sup>th</sup> graders. Feb 8<sup>th</sup> is the incoming freshman transition night meetings (2 meetings, both evening given parking challenges in the day). The two freshman meeting times on Feb 8<sup>th</sup> have an elective fair in Chaps Court happening in between them for families to explore options, and PTO will have a table there.

The IT parking spots are still in use at WHS and likely will be for remainder of the year. The office is calling students who haven't picked up their parking and if not taken they will work down a waiting list of requests from Juniors who didn't get parking this session.

**VI. Counseling Department – Ms. Heidi Sauer** – Heidi (or counseling member) attends all PTO meetings to answer questions and share key events. Key items shared were:

- GPAs in Naviance: Only Senior GPAs are done as of now, working on Sophomores so they are ready for Sophomore meetings, then all others will be done likely in two weeks.
- Course Selection: This is a key activity underway. They have done large group sharing in classes for all grades (presentation is on the website <http://westlakecounseling.weebly.com/course-selection.html>). For freshman they are now doing a 2<sup>nd</sup> pass individually during their English class through next Thursday. Because of the different sizes of alphabets in in some classes the sessions are more rushed than others (e.g. 2 vs. 6 students to see in a period). The goal here is to build stronger, more personal relationships between students and their counselor.

Because of the freshman meetings, the counseling department might be less available to other students. February 3<sup>rd</sup> is the deadline for course selection in Skyward. If you need counselor attention, send an email letting the counselor know you need to talk to them, describe the situation, and they will follow up with you when available. If you don't have all answers by the course selection deadline, enter your best schedule choice based on what you know. After the 3<sup>rd</sup>, access to Skyward closes, however if needed then students can work directly with counseling if changes are needed after this date.

The emphasis of course selection discussions is:

- 1) Time Management: Classes now have details about how much time is expected for course outside of the class. This was a recommendation of the Challenge Success program. Freshmen were given a paper copy and a Skyward note went out to all families. Link to time management here [http://westlakecounseling.weebly.com/uploads/2/7/7/5/27758565/time\\_management\\_form.pdf](http://westlakecounseling.weebly.com/uploads/2/7/7/5/27758565/time_management_form.pdf).
- 2) Interests: encouraging students to pursue what they are really interested in vs. only because of the multiplier; redefining success.
- 3) Highlight other electives: there are many electives that students don't hear about so they don't pursue, example of Health Science program.

A question was raised about whether there is anything (e.g. laws) that restricts WHS from having some classes as Pass/Fail. Heidi was not aware of any and a member of the GPA committee present shared they looked at this option and didn't see any good example.

- Endorsements were discussed and briefly explained by Heidi. She shared that there is no real advantage to having multiple endorsements and that a student must have distinguished level to be eligible for Top 10% rule (and by default they

get this usually as it requires 4 AP or dual credit classes which is natural at this level).

VII. **Treasurer's Report** – Gayle Yenawine: See separate document.

VIII. **PTO Presidents report** – Kristin Paull.

- 2 ATM machines will be going in at football concession area. They are going through the district and not part of PTO.
- Smoothie King is now serving smoothies on Wednesday and Friday in the Commons. \$5 cash and Smoothie King donates \$1 to PTO for each sold.
- First round of concessions makeover is complete. Shoring up new processes to make the process easier to manage.
- Updating the auctioned off PTO parking spots to be named individuals as others are parking in the spots without permission.

IX. **Committee Reports:** time was limited so only three key updates:

- Project Graduation: Registration is live, early bird pricing is \$80 until Feb 14<sup>th</sup>, \$100 from Feb 14-April 30<sup>th</sup> and after that \$120. Volunteer sign up spots for senior parents opens Feb 28<sup>th</sup>. Junior parents who volunteered last year will get first choice sign up with registration open April 1<sup>st</sup>. 9<sup>th</sup> and 10<sup>th</sup> grade parents can also get involved and volunteer sign up for them will be around May 1<sup>st</sup>. There are a couple of committee spots open to chair next year, contact info can be found at <http://www.westlakepg.com>.
- Allocations: We will be doing a Spring allocation round. Letters to teachers advising them the process to submit requests have been issued. A special PTO meeting will be held Wednesday January 25<sup>th</sup> to determine which allocations to grant.
- Teacher Appreciation: A Taco Breakfast (Honey Ham) was held this week. In February there will be a Lasagna Lunch. They are looking for people to be part of the committee to help provide food for each event.
- Other: PTO will have a Relay for Life team again this year. This will be on May 6<sup>th</sup> at WHS track benefiting American Cancer Society. ALL PARENTS at WHS are invited to join, details will be forthcoming.

**Next PTO meeting: February 24<sup>th</sup>** Noon in Chaps Room is next meeting. SEL (Social Emotional Learning) will be the key topic.

**Meeting was adjourned at 1:20 p.m.**