

# West High School

## Parent Teacher Student Association

Meeting Minutes

October 7, 2020

1. Welcome & Introductions by Sandra
2. Business Items
  - a. Approved September 2020 Minutes
  - b. West High PTSA website - <https://west.slcschools.org/community/ptsa/>
  - c. Treasurer report – Bethany Johnson
    - i. \$250 in donations through September 23rd. Dues were \$350. Insurance was paid & the PTSA dues need to be paid.
    - ii. IB Steering Committee would like the PTSA to help non-IB students take AP tests by raising funds. We can help advertise it for non-IB students too.
  - d. Bylaws are due in December. Racheel will send Sandra the bylaws to PTSA members so we can review them to vote on next month.
  - e. PTSA can get reimbursed for paid sales tax for the past 3 years.
  - f. Possibly do a restaurant fundraiser for a percentage back in sales, but the school population is scattered all over the valley. Maybe try it & see how much money we can make. Some restaurants who have done them in the past are Noodle & Company, Zupas, a pizza place in Foothill Village, & Chick-fil-a.
3. Principal's report – Jared Wright
  - a. Thanked everyone for serving on this important element of West High!
  - b. Enrollment is down from past years & the school is working on contacting every student not attending & their family to see if they're struggling & need anything.
    - i. Enrollment is 2694. Last year was 2850ish. West was projected to be 2980 this year.
      1. 170 students "ghost students" have logged on once or not at all & West is following up on them. This is not unusual for non-COVID years.
        - a. The district is trying to connect families with hotspots & helping to problem solve issues they may be facing.
    - ii. Still getting outside of district requests to attend, even though they aren't counting on this year's Oct. 1st date.
  - c. West will be starting a newsletter & is looking at the overall communications coming from West - internal (West TV) & external. Plan should be finished shortly. Targeted to the audience & in a time frame that's expected. Streamlining channels of information.
    - i. Paul has been collecting all of the ways he's been contacted from West and is willing to share it with Jared. Ellery Jones is the admin. in charge so Jared will

connect them so he can help. Jared read the list. Facebook & Instagram is controlled by a secretary. Susan Raymond is in charge of the website, which will be updated and easier to update. West is collecting preferences for social media platforms.

- d. Wednesdays from 1-4pm is the window to pick up textbooks & Jared can talk to Mr. Packard to include yearbooks from last year.

4. Student Rep report – Matej Marsh

- a. Online seems to be going fairly well so far. Students seem to like consistency in all online & not a mix of shutdown or hybrid changing in other districts.
- b. Zoom is engaging & getting more out of it.
- c. Exit ticket system isn't working well because students get behind & don't do it. Needs to be looked at for ways to improve it.
  - i. West is struggling with this & is reaching out to the district for clarification. It is a daily discussion.
- d. Teachers are forgetting to record the Zoom session until it's late so absent kids miss large chunks of instruction.
- e. Balance Wednesday classwork since many classes are asking a lot of students.
  - i. Concurrent Enrollment (CC) classes require a specific number of hours to count for college credit.
  - ii. Possible proposal: MWF - synchronous & T Th asynchronous
  - iii. West is looking at how to organize the second half of the year based on feedback.
    - 1. A survey went to district parents. Is there a survey for West students?  
Timing is important & West doesn't want to cross over the district survey.  
One's coming from West High in the next 3 weeks.
    - 2. Keep in mind some students have a lot of AP & core classes the same time vs. easier elective classes.
- f. Teachers need support utilizing technology & the district is offering training in addition to in-house experts to help train teachers. The focus was first on Canvas.

5. Teacher Rep report – Kathy Barnard

- a. Not in attendance tonight.

6. Teacher appreciation ideas (budget \$1,000) – Kim Madsen

- a. Thirst was very generous & gave us 150! Kim should have them this week & will reach out to see how we can help them.
- b. Kim will look for something to give out instead of our traditional P/T Conference meal.
- c. Monica gets really good rates for printing at Kinkos.
- d. How can we get students to reach out to teachers to show appreciation? It's free and very meaningful. Maybe the student council for each grade can try to do something.

- i. Jared has met with the class officers & think they'll have a great response to this idea.

1. They can brainstorm ideas for possible emails, video messages, etc.

#### 7. Parent Teacher conference

- a. Scheduled possibly for Wed. Oct. 28th or Thursday, Oct. 29th
- b. Will make appointments with students who are struggling to attend.
- c. Will use Canyon Creek to schedule a Zoom appointment with the teacher.
- d. About 1/2 of the teachers are working from home so he's not sure a dinner would work.  
PTSA is willing to help if Jared thinks of anything we can do for teachers & staff.

- i. Kim is willing to reach out to get gift cards from local businesses so teachers can buy a meal that week from the PTSA.
- ii. Thirst drink coupons were collected & Kim will pair them with a meal card to show them appreciation.

#### 8. Reflections (budget \$500) – Heather May

- a. Not able to attend, but Heather's been emailing Ms. Delfin. Reflections is still happening & it's all online. Sandra is not sure how the art will be turned in. The deadline is mid-December so we should have more info in next month's meeting.
- b. Theme: "I Matter Because..."

#### 9. Fundraising ideas

#### 10. Masks - Suzanne Attix

- a. Possibly 150 left plus what was at West.
  - i. Julie Brooks in student services has the batch that was left at West. Suzanne will check to see how many are left at West.
- b. Matej wore one to the West football game last week & many people asked him where he got it & wanted one. Maybe we can sell them for \$5 to help offset costs & raise funds for this year?
- c. Maybe sell them on a Wednesday from 1-3:00. ?
- d. The last home football game is this Friday at 7:00pm & it may shut down if Salt Lake goes to Orange for COVID. It will be televised.
  - i. Jared texted the athletic director to notify her the PTSA would like to sell masks & will need to keep crowding down.
    1. Monica & her girls should be able to attend the game to sell masks.  
Suzanne & Sandra can help too.
    2. Gates open at 5:30pm. Jared will let Tony know so it can be announced beforehand.
- e. Maybe the PTSA could order more to sell if we sell out & there's a desire for more.
  - i. Local government or businesses, especially the medical field, may donate to the cause.

- ii. Monica is willing to help solicit donations.
- iii. Could open it up to students to design the next mask.

11. Student pictures

- a. Can upload a selfie or CanyonCreek sign up to go to West over 4-5 Wednesdays to have a school picture taken by Lifetouch. Senior pictures will not be with a fake top for health reasons. Jared will talk to the Senior Officers to see what they'd like to do since it can't be a formal look this year.
- b. Could sell the masks during this time, but West isn't supposed to take cash. We can find a work around. Jared will notify Sandra of these Wednesdays to help facilitate this.

12. The ELP-IB Steering Committee has asked the PTSA to help fund AP tests. This was of interest and will be discussed more next month.

13. Next meeting is Nov 4 at 5:30 PM

- a. Paul will work on promoting the next PTSA meeting.

14. Adjourned meeting