

**West High School Community Council**  
**Minutes (draft)**  
**November 12, 2018 5:30pm-7:30pm**  
**West High Media Center**

**I. Welcome and Introductions**

**In attendance:** Ford White, Katherine Stroud, Kara Budge\*, Trish Coughlin, Valerie Gates\*, Karl Vizmeg, Joshua Pelton\*, Suzanne Attix, Jennifer Johnston, Laura Hernandez, Kenwyn Derby, Julie Lewis, Jenny Nicholas **Guests:** David Scheer (Capitol Hill Neighborhood Council), Ashley Anderson (Co-Chair of Washington Elementary SCC) Angie Algarin, Katherine Kennedy, Lisa Speight, Caryn Willardsen, Brian O Neal, Steve Asay

\*New teacher members voted in

**II. Consent Agenda**

- A. *Minutes from October meeting* – Approved
- B. *Fundraisers and Trips* – Approved
  - 1. Field trip – acapella trip in April (2 days missed) – Approved
  - 2. Softball team trips – Modification of approved plan: location change (this results in both cheaper and closer locations) – Approved

**III. Information Items**

- A. *Capital Improvement Project* – This is the submission to the city for the Capitol Hill neighborhood. Proposal to complete the sidewalks on 3<sup>rd</sup> N. This will be the second year proposed. Part of Washington SNAP – route. Fits with the fact that the mayor declared pedestrian safety a priority. Will cost less than \$1M. The process is competitive, with proposals rates according to need and expense. Every neighborhood can apply. If selected, it will be designed next year, with construction in 2020. The Capitol Hill Neighborhood Council wanted to share this update with West High School, and requests its support, given the proximity, that it is on some students' walking routes, and various athletic teams use the neighborhood for exercise.
  - Motion to support the project – Approved
  - Action: If the SCC and/or Athletic Department would like to send a letter of support, send to the Planning Committee – David Scheer will provide the contact information to Katherine Stroud.
- B. *Update on other local capital projects:* Federal grant was provided to build bridge over train tracks at 3<sup>rd</sup> N & 400/500W. Should be done in 2020. West students may provide art.

**IV. Discussion Items**

- A. *Proposal to close West to students outside of SLCSO boundaries*
  - At the last SLCSO school board meeting, the Superintendent proposed to close West to students outside of SLC district boundaries. This proposal was not disclosed to the board or to West High administration more than a day prior, and it came with no input from the West High SCC, SIC, or administration.
  - This is a school board decision, however West High faculty, parents, and others may provide input to the board. Note that SLC promotes its shared governance structure.
  - West has on average 50 students from outside district boundaries enter each year, for a total of about 250. Many are ELP/IB, but it also includes refugee students and other



students from low income families whose parents have to move outside of SLC, as well as students interested in the diversity and culture of West). Waiting on more info from district – disaggregated data to understand details of the body of students.

- Current enrollment grades 7-12: 2,717 students. West is the only school proposed to close. It is by far the largest of the 3 comprehensive high schools in SLC.
- Proposal was made with stated concern about capacity – building capacity, class sizes, some teachers on carts/sharing classrooms. Waiting on capacity study.
- Regarding the growth in the student body at West: Projections are that SLC district is shrinking and will continue to do so for the foreseeable future, so student enrollment will naturally shrink. Also note that West recently grew in part because it has done a good job of retaining freshman to graduation; as requested and as was an inherently good goal, administration and staff moved to stem the number of dropouts and students shifting to alternative schools. This happened over the last 4-6 years, so there should be a leveling off now.
- If the student body begins denying entry to 50 students each year, it will result in the loss of about 2 FTE teachers each year, possibly reducing class options.
- Cases against closing the school to students outside district boundaries: it would change the open, welcoming culture; West would lose some teachers and programs due to budget reduction; it could be a problem for students with siblings, family history, or special needs met by West who would no longer be admitted.
- Consideration: Some teachers are currently inconvenienced with overcrowding, using/on carts, sharing classrooms – however not so much so that they advocate for this measure. However, teachers present at the SCC meeting are under the impression that staff on the whole are ok with current context – and they could help solve whatever problems posed by large numbers of students. (In fact, the SIC voted unanimously 2 days later to OPPOSE closing enrollment.)
- The SCC is concerned that site-based governance was ignored. The proposal made before consulting with West administration, SCC, etc.
- What can SCC members and other stakeholders do to make their voice heard? The SCC can submit a letter to the superintendent and board; Rose Park residents could contact their school board member to express opinions; parents/SCC chair/staff/state teachers of the year can speak at the next school board meeting. Perhaps we can suggest the board wait to hear from the staff this affects, as well as to take time to conduct a study.
- NEXT SCHOOL BOARD MEETING: Tuesday, November 20, 6:30 (every other Tuesday) – Anyone can talk for 3 minutes about any topic. Can sign up ahead of time (LINK?) or on the night of.
- MOTION: Motion to recommend for West to retain its designation as an open-enrollment school (2019-2020) -- keeping in mind the projection that the school body will shrink going forward, and honoring the spirit and culture of an open, welcoming, diverse, and supportive community. And if board is still considering this change, West High SCC requests that the decision be postponed for a school year, allowing for study of the issue, input and involvement from teachers, admins, parents, and SCC.
  - PASSED / APPROVED
  - The SCC chair will submit the motion to the Board.

B. *Presentation about PXP curriculum*



- Goal of the one-semester PXP class is to provide freshman with key skills and knowledge that will support their transition into high school and increase chances of success in high school and beyond. It also creates a more level playing field.
- Each class lesson and goals are made clear to students. Each lesson/day has one or more aligned *PXP norms* and *learner profile* components. Non-PXP teachers get an email each week reviewing the skills/information taught that week so they can integrate into/rely on in their classes.
- The curriculum is evolving as lessons are learned. See Term calendar for details. Includes topics such as note-taking, student government, how to use Canvas, school/community resources, study habits, time management, academic honesty, mindfulness, college/career pathways, exposure to the full range of West programs, and much more.
- *SCC feedback*: The SCC thanked presenters for the detailed information and supported the goals and implementation of the PXP program.
- *Suggestion*: Expand administering the student feedback survey to older students (instead of just at the end of the semester), after they were able to use more of the info/skills. If some kids are bored because they know a specific skill/info, can they be tapped to be a peer mentor on that lesson?

C. *Challenge Grant update*

- ~\$260k available / \$1 million worth of proposals. Over 20 proposals submitted. 5 proposals funded to support vulnerable West High students.
- The one that accounts for most of the funds: Bringing a reading program into West from the U of U Reading Clinic. 3 reading specialists from the U: two specialists embedded into reading classes; one to keep all-day office hours to work with faculty (and also assess progress and collect data). Includes a technology component.
- Need to show evidence of effectiveness. Each grant will have an assistant principal overseeing it, learning, collecting evidence of effectiveness.
- Foundation obtained 501(c)3 status. It intends to continue to support improvement at West. Some funds were reserved for the next fundraiser this year. Goal is to create an endowment so that the interest can be dedicated to support West in an ongoing manner. Some logistics (e.g., funds going through district HR) have been taken care of, others still being worked out.

D. *SCC Rules of Order and Procedure*

- Motion to approve the revised Rules – APPROVED
- New teacher members to the SCC: Kara Budge, Valerie Gates, Joshua Pelton. Motion to vote in these new members APPROVED.
  - Action: Ford will add them to the official roster with the state School LANDTrust dept.

E. *Review board-approved fees/fee schedule for 2019/20 revisions*

- Tabled to next meeting

F. *Review approved student clubs*

- Tabled to next meeting

G. *Review last month's SCC assignments*

- Roles are filled and all is well.

V. **Reports** – Principal report only

A. *Principal report:*



- Took idea to other high school principals and district to allow for 6 flex-hours per year for each school to use as they see fit. West would like to apply flex for a half day for the \$10,000 in 10 – school community support. (But the challenge is transportation.)
  - Motion to support 6 hours of flex time – 3 hours each semester – to be used at the discretion of the school administration. – APPROVED
- Shared data on student performance and progress among administration and faculty to support key school improvement goals. Examples of successes include:
  - 2017-18: West performed very well among Utah's 20 most comparable (similar in terms of demographics) high schools, ranking #1 in language arts proficiency, #2 in math, and #4 in science; West had 17 National Merit semi-finalists; 99% of seniors took the ACT, with 23% meeting the "college readiness" benchmark in all 4 areas; see Principal White for more data on AP, IB, and ACT performance.
  - 2018-19 Quarter 1: 72% of students passed all classes – this is an improvement, but the goal is to work with teachers to improve this further, especially for ELL students; absenteeism and tardies have been reduced; percentage of chronically absent/truant students (those missing 10% or more) cut in half to 11%; class size average reduced to 29.66 (94% of classes have between 18 to 32 students).
  - Shared SMART goals.
  - Areas of immediate improvement include: creation of Tier 3 system of support for 5% most at-risk students, support for ELL students, reduction of chronic truancy, collaboratively (with dept chairs and SIC) assess the class failure rate

#### **VI. Action Items**

- A. *Approve (revised) Rules of Order and Procedure* – Motion PASSED/APPROVED

#### **VII. Assignments -** See previous assignments

#### **VIII. Upcoming Events**

- A. Tuesday, Nov. 20: SLCSO School Board meeting (6:30, 440 East 100 South, Salt Lake City)
- A. Wednesday, Nov. 21: Non-Student Day
- B. Th/Fri, Nov. 22-23: Thanksgiving Break
- C. Saturday, Dec. 1: Winter Dance

**Next meeting: December 10, 2018**