

Westlake High School
SCHOOL/COMMUNITY COUNCIL MEETING MINUTES

Friday, January 28, 2011 – 8:00am

Front Conference Room

Attending: Todd Abney, Natalie Clark, Debbie Clegg, Scott Mansfield, Caleb Miller, Fred Openshaw, Ryan Tyson, Julie Wallace

Excused: Robin Allred, Julie Barnum, Cameron Beecher, John Festin, Lisa Gibby, Tani Ireland, Cheri Jensen

Visiting: Mr. & Mrs. John Green

Fred welcomed the group to the January meeting. The minutes were read and approved.

Mr. Openshaw began the meeting in regards to the gun incident that happened at Westlake High School on Tuesday, January 18, 2011. He explained to the council the reason the school was not put on lock down was because the School Resource Officer and the Assistant Principal felt it was best for that situation to go to the student's classroom and detain him in a quiet, secluded way. There has been a little rebuttal about the lack of communication with the parents about the incident. We have learned from this. If we had it to do over again, a prepared statement would have been given to the faculty for them to read to their students. This same written statement would be posted on our website and a caller would be have been sent to direct parents to the website where they could read the same written statement their students would be getting. There was also a huge concern that there are not policies and procedures in place that are standard protocol for when something like this happens. We will be revising our guidelines and will have them in place for the 2011-12 school year. There is also an Inner-Agency group that is starting to form. It is in the beginning stages but will help get law enforcement, communities and schools all on the same page. Some ideas that were brought up to help with the communication effort:

1. Help parents know where the information is going to be when there is an incident
2. Following an incident, a posting will be on our website in a timely manner (within 24 hours)
3. Help parents know where they can read about safety guidelines
4. What is written in our policies/procedures is what we will stand by
5. Parents are encouraged to review the safety guidelines that are posted in the student handbook with your student(s).
6. All situations will be case by case. Issues vary.

The council thought it would be a good idea for Mr. Openshaw to revisit his statement that was posted on the website and let the community know the direction in which we are going. Parents will be encouraged to contact their area School/Community Council rep or a member of the administration with questions or concerns. There will be a notice on the front page of the website to let the community know they can read the latest SCC minutes. All PTSA and SCC meetings are open to the public. You do not have to sit on the council to be an active voice in these meetings. We encourage and invite parents to get involved in every aspect of their students learning. Mr. Openshaw apologizes for the lack of communication on this incident and will definitely do better to reach out to the parents of our community. This relationship is vital to the success of Westlake High School.

Other Items: Our Drill Team won the first region trophy for Westlake! We also had 2 girls win 1st and 3rd in the drill down. Congratulations to them! There was a letter sent home with 2nd term report cards. Parents will find helpful information to plan out the remaining part of the school year. There is a Minimal Day on March 7th. Mr. Openshaw needs at least two (2) parents to sit in on the evaluations. The times would be from 12:30pm – 4:00pm. Ryan Tyson, Debbie Clegg and Todd Abney will for sure be able to do this. Julie Wallace will check her calendar and let Mr. Openshaw know if she can.

Class Change Discussion—Based off of the feedback concerning class changes, we will move forward with the email class change option. Parents/students can plan on a seven (7) day turn-around time. This is from the point of the student/parent emailing the counselor to the counselor emailing them back. We realize there will be clean-up's that will

have to happen, but we hope this will help take care of the majority. Class changes are discouraged. Students need to pick their classes wisely this spring, as they are signing up for next year. Semester 2 class changes will be done the same way. Students will be given their 2nd semester schedules roughly the end of November so the class changes through email process can begin. This way, students schedules should be clean by the time that 2nd semester starts.

Parent/Teacher Conferences—The remaining two (2) parent teacher conferences for this year will be held in each teachers' classrooms. For next year, Mr. Openshaw proposed that the 1st Parent/Teacher Conference be done traditionally—maybe a little longer. The 2nd and 3rd Parent/Teacher Conferences would be in teacher classrooms. The first 1 – 1 ½ hours would be used for walk-in's. The remaining time would be used for scheduled appointments that the teacher would have previously set-up. We would target the bottom percentage of students who are struggling. The 4th Parent/Teacher Conference we would not do. All of the time would be used more productively in 3 conferences rather than 4. Signs put out in the different subdivisions/areas would maybe be a good idea to help parents realize parent/teacher conference is coming. Mr. Openshaw will buy the signs if parent volunteers would come get the signs, put them out and then return them at the end of the evening. At the next meeting, Mr. Openshaw would like a count from the SCC members of how many signs they would need to meet the needs of their area.

Trustlands—It is that time again. As a council we need to be looking at how we would like to spend the Trustland monies for next year. Some ideas that Mr. Openshaw has are:

1. Replace 2 mini computer labs with new ones
2. Continue to help with student advocate wages
3. Rosetta Stone

Our SIP is to improve graduation rates. The Trustland money needs to tie directly to the SIP. Mr. Openshaw is still waiting to get the Go My Access data. He would like to see how effective that really was this past year. There was over 8,000 hours logged for Rosetta Stone this past year. It was highly used. Where would the mini laptops go that would get replaced? Mr. Openshaw would possibly look at renting them to students. All of this is in its beginning stages. Council members need to come to the next meeting with ideas for how they would like to see the Trustland monies used.

Mr. Openshaw thanked the council for their services and dedication.

NEXT MEETING:

**February 25, 2011
8:00am
Front Conference Room**

FOLLOW-UP ITEMS:

**Trustlands Ideas
How many signs will you need for your area**