



## Westlake High School School Site Council

Date: Tuesday, January 28, 2025

Time: 3:30pm

Location: Tribe Room

Attendees: Emma Howell, Kim Merjan, Amy Kirksey, Kim Michaud, David Pulsipher, Elisa Griffin, Amelie Ortiz, Lauren You, Vanessa West

1. Welcome
2. Additions/Changes to the Agenda
  - a. None
3. Approval of Minutes from Last Two Meetings
  - a. [December 10, 2024 Minutes](#)
  - b. Kim Merjan moves to approve; Amy Kirksey seconds. Approved
4. Public Comments
  - a. none
5. Items for Discussion
  - a. PLC Progress & Mission Statement
    - i. Mr. Pulsipher presented to the group. Last year WASC visit feedback was our PLC did not seem to affect action. This year, we have a guiding coalition leading our PLC implementation. This group attends training together and brings it back to the entire staff. We have revised our mission statement to reflect this work. This is the beginning of a process that will evolve over time. Mr. Pulsipher explained how this will roll out and affect student learning.
    - ii. **WHS Mission Statement (revised version):**
      - “Westlake High School utilizes a student-centered approach to bring high levels of learning to all of our students.”
  - b. Semester 1 Grade Data Review & Updates
    - i. A- 6.27k
    - ii. B- 2.64k
    - iii. C- 1.22K
    - iv. D- 517
    - v. F- 338
  - c. Upcoming Senior Activity Information
    - i. Winter Rally (February 7th)
    - ii. Yard Sign Sales just finished
    - iii. Prom and Grad Nite tickets going on sale soon
  - d. 2nd Semester Attendance Updates including Senior Activity Requirements
    - i. Senior contracts are specific to the second semester. However, we start reviewing in the first semester to identify trends and patterns. Attendance will



send notices to all students that are not meeting the attendance requirements. During the second semester, attendance is reviewed at intervals throughout the semester with warnings. This still applies to students who are 18.

e. Upcoming 25-26 Registration Updates & Information

i. - Upcoming Registration Information – Current WHS Students

Grade 11 (Future Seniors)		
February 4 & 5	Student Classroom Presentations	English 11 CP, H American Lit, AP Eng Lang, Eng 11.1
February 5	Parent Presentation	6-7pm Microsoft Teams
February 10-13 & 18	Student/Counselor Meetings	U.S. History
Grade 9 (Future Sophomores)		
February 10 & 11	Student Classroom Presentations	English 9 CP/H
February 12	Parent Presentation	6-7pm Microsoft Teams
February 18-28	Student/Counselor Meetings	Biology CP/H
Grade 10 (Future Juniors)		
March 3 & 5	Student Classroom Presentations	English 10 CP/H
March 5	Parent Presentation	6-7pm Microsoft Teams
March 10-21	Student/Counselor Meetings	Chemistry CP/H, Earth Science

ii. - Future Freshman

March 24	Colina Student Presentations	Colina MPR
March 26	Los Cerritos Student Presentations	Los Cerritos Gym
March 26	All Middle Schools Parent Presentation 5:30-6:30pm	Teams

- iii. Parent/Guardian Open Office Hours offered for all grade level registration
- iv. Meeting with our students who earned D/F grades in 1<sup>st</sup> semester courses
- v. 11<sup>th</sup>/12<sup>th</sup> grade counselors working on midyear college reports / supporting students with scholarship opportunities
- vi. Tier 1 lessons
  - 9<sup>th</sup> grade
    - Minute Meetings – September, 2024
    - CCGI Career Interest Profiler – January, 2025
  - 10<sup>th</sup> grade
    - CCGI Skills Assessment – October, 2024
  - 11<sup>th</sup> grade
    - Minute Meetings – November, 2024
    - CCGI Planning For The Future – May, 2025
  - 12<sup>th</sup> grade
    - Post Secondary Planning – September, 2024
  - **\*More Tier 1 lessons being planned**

6. Informational Only Items



- a. Student Representative Reports
  - i. Associated Student Government (ASG)
    - Rose sales for fundraising
    - Freshman ASG- Valentines Bear's fundraiser
    - Winter Rally coming up
    - Hot Cocoa fundraiser for freshman ASG
    - No meeting since October
    - Therapy Dogs
    - Decorated Campus
  - ii. Student District Advisory Council (SDAC)
    - Meeting yesterday
    - Valedictorian discussion
    - Applications open
    - Two middle school candidates attended
    - Environmental sub committee presenting to LCMS next week
    - Survey results (cell phone and parking), over 1000 responses
- b. School/District/Support Organization Reports
  - i. District Advisory Council (DAC)
    - Meeting January 14, 2025
    - **Board of Education Updates**
      - The board adopted a resolution for International Holocaust Remembrance Day and set regular meeting dates for the remainder of the school year.
      - Presentations on supports for foster youth and students experiencing homelessness, as well as on We Tip recording.
    - **Reports from Support Organizations**
      - CSF registration for the Get Ahead Summer Program is now open  
[\(https://www.conejoschools.org/programs-initiatives/get-ahead-program/\)](https://www.conejoschools.org/programs-initiatives/get-ahead-program/)
      - TO library was open during most of the power outages, see flyer for upcoming author talks, and new programs for public speaking  
[https://go.boarddocs.com/ca/conejo/Board.nsf/files/DC5LTK5819B0/\\$file/Thousand%20Oaks%20Library%20Report%20January%202025.pdf](https://go.boarddocs.com/ca/conejo/Board.nsf/files/DC5LTK5819B0/$file/Thousand%20Oaks%20Library%20Report%20January%202025.pdf)



- The meeting emphasized the importance of community resources for students with additional needs.
- Alexandra Buenrostro Rangel, one of the Counselors for the Breakthrough Student Assistance Program talked about the Conejo Closet and other community resources, in particular how the school district partners with these organisations.
  - Breakthrough is a program that provides safe, welcoming solutions for students and families, often referred by other school counselors or teachers.
  - Alex explained BRIM (Brief Risk Intervention Method) used to assess the needs of students and connect them with the Conejo Closet and other community partners like Adelante, the Assistance League, and the Westminster Clinic to supporting students beyond what the Conejo Closet can provide.
  - Conejo Closet serves around 800 families or students annually, it is a comprehensive resource for students, providing essential items like clothes, school supplies, toiletries, and more.  
Reach out to Amber Bowman to learn more about volunteer opportunities and donation needs for the Conejo Closet.
  - Community partnerships with the school district are vital to address broader issues such as electricity and food insecurity.
  - Students and families can be referred to Breakthrough and the Conejo Closet through various channels, including school counselors, teachers, and students themselves.
  - Breakthrough sits down with the admin team and counselors at the beginning of the year to go over community resources and answer any questions.
- The following organizations chaired round-table discussions:
  - Adelante organizes the Fresh Marketplace and Friday pantry, it is a grass roots organization and is always looking for volunteers.  
<https://www.adelantecomunidadconejo.org/donations>



- Ventura County Health Care Agency, providing access to health care, including behavioral health, for those with no insurance. Free Narcan kits are available to anyone over 18.  
<https://vchca.org/about-us/mission-and-vision/>
- The Teen Center has many recreational activities and facilities, both organized and drop-in, and instructional sessions for teens – it also includes an industrial kitchen for cooking lessons!  
<https://www.thousandoaksteencenter.com/>
- There are many opportunities to get involved in these communities, from participation in classes to volunteering. See attached fliers for details.
- Also see The Community Resource List:  
[https://go.boarddocs.com/ca/conejo/Board.nsf/files/DCSN2X5DE0EE/\\$file/Resource%20List%202024-2025.pdf](https://go.boarddocs.com/ca/conejo/Board.nsf/files/DCSN2X5DE0EE/$file/Resource%20List%202024-2025.pdf)
- ii. District English Language Advisory Committee (DELAC)
  - No report
- iii. GATE District Advisory Council (GATE DAC)
  - Meeting December 13, 2025
    - Discussed more collaboration meetings between elementary, middle, high
    - TOHS wants to coordinate field trip to JPL with other high schools
    - This month, gate lunch bunch meeting was Future Educator’s Pathway led by Miss Wooldridge
- iv. Special Education District Advisory Council (SEDAC)
  - No report
- v. LGBTQ+ District Advisory Council
  - No report
- vi. African American Parent District Advisory Council (ADAC)
  - No report
- vii. Parent Teacher Student Association (PTSA)
  - Discussed future campus enhancements
  - Teacher appreciation lunch May 8
- c. Counseling Report
  - i. No additional information from what was discussed earlier in the meeting.
- d. Department Reports
  - i. No report
- e. Administration Reports
  - i. Activities
    - No additional reports



- ii. Athletics
  - No report
- iii. Attendance & Safety
  - No additional reports
- iv. Instruction
  - No additional reports
- v. Student Support
  - No additional reports
- vi. Principal
  - No additional reports

7. Adjournment 4:13 p.m.