

## **WSHS PTSA Board Meeting Minutes**

**When: Thursday, September 14, 2023, at 6 p.m.**

**Where: West Seattle High School Library**

### **Attendees:**

Brian Vance  
Holly Rikhof  
Gina Allen  
Nancy Carroll  
Amy Doll  
Susan Goplen  
Janel Lardizabal  
Johanna Lindsay  
Melissa Rysemus  
Diana Toledo  
Jerry Toledo  
Donna Kelly  
Chau Pho-Tung

**Meeting Agenda.** The meeting agenda was provided by Holly Rikhof

The meeting was called to order by Holly Rikhof at 6 p.m.

**Principal's Report:** Brian Vance and Amy Doll

- We have had a good start. We have approximately 1400 students. This is approximately 60 students more than projected. We were in a similar situation last year, and it is unclear if we will get any additional FTE. Portables should come online in October.
- Dr. Jarvis is taking the lead on the “well-resourced schools” conversation. The biggest impact will be on elementary schools. However, there are high school programs that are not heavily enrolled. Many schools in the district are losing enrollment.
- Two of our students and the club advisor were selected to be national ambassadors for Unified Athletics.
- The SAT for seniors is happening on October 11<sup>th</sup>. For juniors, the PSAT is a computer test given on the district laptop. The test will be given in batches of students between October 16<sup>th</sup> through October 30<sup>th</sup>.
- WSHS had eight National Merit commended students and one National Merit semifinalist.

**Board Updates:** Holly Rikhof

- We will vote to bring in Sarah Palunco as the PTSA treasurer, with Gina Allen continuing to train her.
- The PTSA secretary we voted for in May has resigned. Victoria Chhagan has agreed to be the secretary, and she will need to be voted in as secretary.

- Thuy Quach will be membership chair.
- The Westside HEY representative is Joanna Lindsay
- We are recruiting for the legislative chair.
- Leadership resources for various board positions are available on the Washington state PTSA website.
- Holly will host a watch party for “PTA and the Law” on September 23<sup>rd</sup> from 9-12.
- Our goals for the PTSA are listed in the agenda.
- An updated calendar of events is listed in the agenda.
- We have 62 PTSA members. All board members are required to be members. We need 10 voting members to pass a motion.
- **Motion:** Janel Lardizabal moved to approve the June 12, 2023 board meeting minutes as amended. Gina Allen seconded. The motion passed unanimously.
- **Motion:** Melissa Rysemus moved to approve the Standing Rules. Gina Allen seconded. The motion passed unanimously.
- **Motion:** Janel Lardizabal moved to approve the communications policy as amended. Melissa Rysemus seconded. The motion passed unanimously.
- The New Student Welcome Night was a success. Curriculum night will also be an opportunity for PTSA outreach.
- In our general membership meeting on September 19<sup>th</sup>, 2023, we will need to vote for a new secretary and treasurer. After discussion, the consensus is that it is unnecessary to approve a new budget. We will share the previously approved budget and the standing rules at the September 19, 2023 general membership meeting. Holly shared the outline for the meeting. We discussed making interpretation available upon request in Spanish, Vietnamese, and Somali, and we can try to accommodate other languages as well.
- We will have a PTSA table during curriculum night on October 12, 2023.
- We will start recruiting for mini-grants in October.
- Westside HEY would like to do a parent education night on October 19, 2023.
- For fundraising, we should ask for direct-give donations at the September general meeting.

**Treasurer’s Report:** Gina gave the treasurer’s report. We are using WePay for the Fall fundraiser.

**Committee Updates:**

- **Communications:** Janel Lardizabal provided updates.
  - **Motion:** Chau moved that the board authorize the purchase of a Smore’s Teams account. Gina seconded the motion. The motion was tabled for online discussion.
- **Membership update:** We have 62 members, and 40% of them are new. We had 111 members last year.
- **Westside HEY:** Johanna Lindsay provided an update and handout (attached).

The meeting adjourned at 8:10 p.m.

