

Duchesne Parent Association Meeting Minutes

Date: [Insert Meeting Date]

Location: [Insert Location]

Recorder: [Insert Name]

1. Overview

The Duchesne Parent Association convened to discuss recent expenditures, student wellness insights, upcoming events, and communication initiatives.

Treasurer's Report: Treasurer Steph Guy reported recent expenses, including desserts and a stipend for Father Williams, noting there were no costs associated with parent-teacher conferences this cycle. She will coordinate with Erin from the Duchesne office to prepare a full summary of the financial report.

Wellness Survey: Dr. Laura Hickman shared highlights from the recent student wellness survey. Findings showed positive sleep habits, low rates of drug and alcohol use, high social media use averaging 3–4 hours daily, and increased reports of depression and anxiety affecting social rather than academic performance.

Event Highlights: The Mother–Daughter Event was highly successful, reaching capacity of 200 attendees at Field Club with positive feedback. Planning is underway for Duchesne Day of Giving on November 18, with a goal of 500 donors. Teacher Appreciation efforts included soup and pastries for parent-teacher conferences and a Thanksgiving-themed cake pop bouquet, with future plans for a spring appreciation tree featuring gift cards and supplies.

The meeting concluded with discussion on improving internal communication, especially how updates are shared with students who do not use social media.

2. Discussion Topics

- Athletics and Scheduling:
 - The group discussed challenges related to athletic events pulling students from class, noting that many of these schedules are beyond school control. Plans were made to include student updates at future meetings beginning in January.
- Social Media and Student Well-Being:

- Members expressed concern about the impact of social media on student sleep and mental health. Josiah Hollibaugh proposed creating an active news feed on the Duchesne website to share updates without requiring social media access. Diane Kohout suggested displaying social media feeds on school hallway screens to ensure equitable access for all students.
- Teacher Appreciation:
 - Appreciation initiatives continue to focus on meaningful, community-driven gestures. Collaboration between the Teacher Appreciation Committee and students will include creating thank-you notes for faculty.
- Mother–Daughter Event Recap:
 - Colette Martin reported overwhelmingly positive feedback. The plated lunch format worked well, and the committee plans to repeat the approach in future events. A post-event summary will be compiled to guide next year’s planning.
- Upcoming Events:
 - Duchesne Day of Giving on November 18 (goal of 500 participants). End-of-Semester Exams begin December 12 (two review days, three exam days). Teacher Appreciation Thanksgiving Event will feature cake pop bouquets.

3. Insights Summary

- Achievements:
 - Positive student wellness indicators regarding sleep and low substance use.
 - Successful Mother–Daughter event and growing community engagement.
 - Consistent progress in teacher appreciation and volunteer participation.
- Priorities:
 - Addressing social media usage and its impact on mental health.
 - Preparing for Duchesne Day of Giving and end-of-semester exams.
 - Continuing to expand teacher recognition programs.
- Challenges:
 - Managing student dependence on social media for communication.
 - Limited control over athletic scheduling.
 - Ensuring inclusive access to school information beyond social media platforms.
- Collaboration:

- Partnership with the Communications Department to explore new digital communication channels.
- Joint efforts between teachers and students for appreciation projects.
- Coordination with Field Club for major events.

4. Action Items

Item	Responsible Party	Due Date
Explore options to provide students access to school-related content without social media accounts	Communications Department	Ongoing
Investigate feasibility of an active news feed on the Duchesne website	Josiah Hollibaugh / IT	Next Meeting
Follow up with Candace and Jana on parent-teacher conference expenses	Steph Guy	Next Meeting
Coordinate with Erin to finalize Treasurer's Report summary	Steph Guy	Next Meeting

5. Company Updates

- No December meeting for the Parent Association.
- New display screens being installed on campus for announcements.
- Updated minutes approval process to expedite public posting.

6. Deliverables

- Duchesne Day of Giving: November 18 – 500 participant goal.
- Exam Week: December 12–17 (two review days, three exam days).
- Teacher Appreciation: Thanksgiving event and future spring initiatives.
- Meeting Minutes: To be uploaded to the website by end of the week.

Adjournment

Meeting concluded with a reminder of the importance of collaboration, inclusivity, and ongoing attention to student well-being and communication improvements.