

IB PARENT ASSOCIATION (IBPA) EXECUTIVE BOARD MEETING MINUTES – August 3, 2017

- I. **Introductions/Welcome** – Meeting was called to order by Carlos Wriedt, President. Meeting attendees: Tia Owens, Suzanne Laycock, Steven Whisenant, Arti Gupta, Grishma Ajmera, Tanya Flores, Aaron Santry & Steven Shook (IB Coordinator)
- II. **Approval of June Meeting Minutes** – Grishma Ajmera motioned to approve the minutes. Arti Gupta seconded. The minutes were accepted as presented.
- III. **Review of Treasurer’s Report** – Grishma Ajmera, IBPA Treasurer, reported that she will send thank you letters for any donations received during enrollment period. Written report will be presented at September’s meeting.
- IV. **IB Coordinator’s Report**
 - Results for last year’s seniors came in. The 2016-17 IB graduating class had the higher scores but a lower passing rate as compared to previous classes.
 - New IB Chemistry teacher is starting this year.
 - Tia Owens suggested appreciation gifts for those teachers providing support and guidance on Extended Essays (Laurie McHenry and Crystal Pilcher).
- V. **IBPA Table at Enrollment** –

Monday, 8/7	Tanya Flores (4:30-7pm)
Tuesday, 8/8	Carlos Wriedt (5-7pm)
Wednesday, 8/9	Arti Gupta (5-7pm)

Kim Curry will be contacted to update brochure. Table will have IB display, IBPA brochure, Remind cards and information on IB Open House and Big Do.
- VI. **IB Freshman Orientation** – Monday, August 21 @ 5:30pm
 - Parent volunteers are needed to cook burgers, serve food and help elect freshman IBPA representatives during the meeting. Steve Whisenant will coordinate volunteers via SignUp Genius.
 - Carlos will check inventory with Steven Shook, and order more food. Per Mr. Shook, burgers are scheduled to be delivered.
 - Paper ballots & pencils will be necessary for election of freshman IBPA reps.
 - If IBPA needs more supplies, Tina Saylor (IBPA Admin Assistant) has office Sam’s Club card to make tax-exempt purchases.
- VII. **IB Open House** – Tuesday, August 29 @ 6:45pm
 - Steven Shook requested funds to purchase cookies and water. Tia Owens motioned to approve \$50. Motion was granted
- VIII. **Sophomore Representative Candidate** – Carlos will contact Maria Mason and inquire if she would like to continue serving in this capacity.
- IX. **Google Drive** – Steven Whisenant suggested starting one for IBPA to share information with board members . If you are interested in being able to access the Google drive, please send Steve you email address.

X. New Business

- 1) IBPA Website – Steve will work with Tina to update the website with current information and online signup ability.
- 2) Aaron Santry pointed out that the address on our PayPal Account needs to be revised as he continues to receive donations at his address.

XI. Upcoming Events

Wednesday, September 13 @ 5:30pm	East High Big Do, EHS Front Lawn
Tuesday, September 26 @ 4:15pm	Parent-Teacher Conferences, Main Gym
Wednesday, September 27 @ 4:15pm	Parent-Teacher Conferences, Main Gym
Tuesday, October 5 @ 6:30pm	IBPA Meeting, Library
Tuesday, November 2 @ 6:30pm	IBPA Meeting, Library
Tuesday, December 7 @ 6:30pm	IBPA Meeting, Library

Meeting was adjourned at 8pm.

Minutes submitted by Board Secretary, Suzanne Laycock