

## IB PARENT ASSOCIATION (IBPA) EXECUTIVE BOARD MEETING MINUTES – March 7, 2019

---

- I. **Introductions/Welcome:** Meeting was called to order at 6:32pm by Tanya Flores, Secretary. Meeting attendees: Ross Lee, Grishma Ajmera, Tanya Flores, Nathan Williams, Kristy Nelson, Steve Smith, Deborah Smith, Shereece Jamel, Steve Shook (IB Coordinator).
- II. **Approval of January and February Meeting Minutes:** Steve Smith motioned to accept the meeting minutes. Grishma Ajmera seconded. The minutes were accepted as presented.
- III. **Review of Treasurer's Report:** Grishma Ajmera presented February's report. We received \$100 in donations. Tanya Flores motioned to accept the treasurer's report. Ross Lee seconded. The treasurer's report was accepted as presented.
- IV. **IB Coordinator's Report:** Mr. Shook did not have any grant or scholarship requests.

He shared that the IB interviews were complete. 140 students applied to the IB program. 102 students accepted. 10-12 students chose to attend the new program at Northwest HS. We discussed the other class sizes for the fall and there will be 104 sophomores, around 90 juniors and 64 seniors. Mr. Shook stated that the attrition rate at East is lower compared to other IB programs.

Mr. Shook talked to the seniors about senior recognition and emcees to run the talent portion.

We asked Mr. Shook about his replacement. He stated that it is unknown to date and that the decision is made downtown. There are various applicants including one individual from IB.

- V. **IBPA Donation Letter:** We had a long discussion about how to solicit donations including a mailer, postcards, a donation campaign, using a QR code and whether email addresses could be used. We should plan on doing something in May. Some of the ideas to generate interest in donating are:
- Where are they now? Stories of graduates, but they are hard to find. Plus the donors are usually the parents.
  - Could ask graduating seniors candid questions at senior recognition. Nathan volunteered to ask the questions and provide a videographer (at no charge).
- VI. **Senior Recognition:** Committee members are: Ross, Maria and Kristy. The following items were discussed:
- Decorate, serve, clean up – get students involved
  - Powerpoint presentation – seniors are in charge of this
  - Signupgenius – send out early May, need responses by May 2, Mr. Shook will send it out via Remind and check for emails
  - Balloons we currently have: white, blue
- We discussed the cost of senior recognition. Ross motioned to approve \$550 maximum for the event. Nathan seconded. The motion passed.

Meeting was adjourned at 7:30pm.

Minutes submitted by Board Secretary, Tanya Flores