

## IB PARENT ASSOCIATION (IBPA) EXECUTIVE BOARD MEETING MINUTES – April 11, 2019

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- I. **Introductions/Welcome:** Meeting was called to order at 6:32pm by Steve Wisenhant, President. Meeting attendees: Ross Lee, Grishma Ajmera, Tanya Flores, Nathan Williams, Steve Smith, Deborah Smith, Shereece Jamel, Arti Gupta, Steve Shook (IB Coordinator). Guest: Kirk Seminoff
- II. **Approval of March Meeting Minutes:** Ross Lee motioned to accept the meeting minutes. Nathan Williams seconded. The minutes were accepted as presented.
- III. **Review of Treasurer's Report:** Grishma Ajmera presented March's report. It was noted that the balance date at the bottom was incorrect. Steve Wisenhant motioned to accept the treasurer's report. Nathan Williams seconded. The treasurer's report was accepted as presented.
- IV. **Merchandise Report:** Aditya Joshi, a member of the IB student ambassador council, spoke to us about IB merchandise. They want to improve the sense of community in IB in two ways. The first is to continue selling shirts and hoodies, which would be pay upfront items. Joey M. initiated the shirt and hoodie sales in the fall of 2018. The second is increasing the memorabilia we give to students. Seniors get a key chain once they have completed their extended essay. The idea is to give zipper pulls to sophomores and IB lanyards to juniors. These items would be distributed at the beginning of the school year in August. Aditya gave us a cost breakdown by quantity. The zipper pulls will be purchased from purebuttons.com and the lanyards will be purchased from imprint.com. We decided to purchase a 250 count of each (zipper pull \$102.5, lanyards \$207.5). Ross Lee motioned to approve a 250 count of each (\$310), Tanya seconded. Motion passed.

IBPA purchases the key chains. We still have a two year supply.

- V. **IB Coordinator's Report:**
  - Mr. Shook shared that Hetty Bailey's last day would be May 3. She is a retired French teacher who came back to fill in. We decided to give her a \$50 gift card to Bradley Fair. Tanya Flores motioned to approve the \$50 gift card. Nathan Williams seconded. Motion passed.
  - **Grant Requests:**
    - A) Mike Harris, the debate and forensics teacher, requested \$750 to help offset travel expenses to nationals. 15 of the 24 students that qualified are IB students. We had a discussion about supporting activities that only benefit a small portion of IB students and how we don't support other activities and groups. There was also concern that we would be spending a substantial amount. Grishma stated that we have \$500-\$600 in the Paypal account that hasn't been deposited into the IBPA account yet. Tanya Flores motioned to approve \$400 for nationals. Steve Wisenhant seconded. Motion passed. One opposed.
    - B) Shanna Zimmerman, a business teacher, requested \$199 for a 1 year membership to a business management site. She would use it to help supplement the current textbook. Teachers and students would have access to this resource. Deborah Smith motioned to approve the \$199 membership. Nathan Williams seconded. Motion passed.
  - Mr. Shook stated that senior parents would receive a phone call via parentlink and a letter was going home about Senior Recognition. Steve Wisenhant created a link for non-senior parents and students to volunteer for Senior Recognition at eastibpa.org. This included a link to signupgenius. Arti suggested that we include personal contact information in case someone had questions. Arti and Tanya both agreed to have their phone numbers posted.

- Mr. Shook reminded us about the Learner Profile Scholarship (\$500). This is a yearly scholarship to which IBPA always donates \$250. Deborah Smith motioned to approve the \$250. Arti Gupta seconded. Motion passed.

**VI. IBPA Donation Letter:** We decided to push the letter to the fall. We would send a mailer later. This would give us time to gather content.

**VII. IBPA Elections:** Nominations will be held during the May IBPA meeting. We will promote the meeting via parentlink to encourage parents to attend and be involved. It was suggested that parents be involved in IBPA before holding a position.

**VIII. Senior Recognition:** The sign up has been revised. Tasks were assigned to individuals as follows:

- Order cakes – Tanya
- Pick up cakes – Grishma
- Check supply inventory – Steve W. and Tanya
- Purchase water from Sam’s Club and plates, napkins, forks, balloons (as needed) from Party City – Steve W.
- Table decorations – Maria

**IX. New Business:**

- There is no freshman summer reading. The incoming freshman were given terminology and literary information that they will be expected to know by August.
- This led to a request about summer reading for the other grades. Students generally spend a lot of time on summer reading. Teachers need to be specific about their expectations for summer reading so that students know what they should be doing and have a general idea of how much time they should spend on it.
- Once Mr. Shook left we made plans to celebrate his retirement. Money for the celebration was approved by email vote.

Meeting was adjourned at 7:53pm.

Minutes submitted by Board Secretary, Tanya Flores