

## MINUTES OF THE EAST IBPA BOARD OF DIRECTORS MEETING — JAN. 7, 2021

The meeting was held online via Zoom.

### In attendance

Meghann Ewy, IB counselor	Sueanna Budde
April Gutierrez, IB CAS sponsor	Lorraine Choi
Tanya Flores, president	Tamala Coccanauer
Jason Niblack, vice president	Amy Grossman
Steven Smith, treasurer	Donna Khamsysopha
Kirk Seminoff, secretary	Vinaya Kini
Patricia Blessant, Class of '21 representative	Brenda Lawton
Candy Connolly, Class of '22 representative	Lida Lett
Sean Killingsworth, Class of '24 representative	Mila McKenzie
Arti Gupta, at-large representative	Gung Nguyen
Doreen Papadatos, at-large representative	Mini Siddique
Deborah Smith, at-large representative	Astrid Teschke Franz
Anthony Au	Linlin Wang
Jim Bann	Alison Wilson Phillipson
Patrice Borders	Jonna Woodson
Steve Borders	

Flores called the meeting to order at 6:31 p.m.

Introductions were made.

**Monthly topic:** The monthly topic was CAS, presented by Gutierrez. Gutierrez, in her first year at East, said this is her 16th year teaching, ninth year in IB, and has taught IB Philosophy and IB History of the Americas. She has facilitated approximately 60 CAS projects and activities.

Gutierrez said she wants CAS to be something for IB students to enjoy and not stress over. She does not want them to feel overwhelmed.

CAS stands for Creativity, Activity and Service. Creativity is anything the students create, anything original. Activity is physical things. Sports is included in activity. Service is conducting or participating in something that benefits the community.

Running in a marathon, for example, is a single event that would count as a CAS experience. So would being a member of a sports team such as volleyball. They may write reflections on those activities.

CAS projects should usually be done between end of junior year and March of senior year so that students don't have to worry about them during April and May, which is exam time. A CAS project should last a minimum of one month, including planning and production phases.

Gutierrez said all projects and other experiences should have documentation. IBO originally required 150 hours of CAS, but that was thankfully changed because students were putting in

the hours, but the reflections weren't documenting the why of the experience. Now looking for six CAS activities and the project, which for seniors should be completed by March.

Gutierrez has put an emphasis on "artifacts," the IB term for proof of an activity or experience.

Each junior and senior has a CAS portfolio on Teams where they fill out a profile and submit CAS documentation.

Gutierrez showed members examples of CAS experiences available to students.

All CAS documentation is sent to IBO, which in turn asks for more detailed documentation from a random selection of students.

**IB counselor's report:** Ewy, sitting in for IB coordinator Michael Boykins, said the Board of Education is expected to determine Jan. 25 a possible re-entry for students. She said East is working under the premise of continuing remotely until hearing differently.

Ewy said there were no teacher requests.

She said freshmen and sophomores should have watched videos in Ace Time this week on next year's enrollment.

There was a discussion about students' cameras being off during remote-learning classes and students' mental well-being.

**Minutes:** A motion (Siddique/Blessant) to approve the minutes of the Dec. 3 meeting was approved without opposition.

**Treasurer's report:** Treasurer Smith said IBPA sent out a fundraising letter and received five donations totaling \$875, with one company match. Academic year-to-date donations have totaled \$1,820, which is comparable to 2017-18 and 2018-19, and about 60 percent of what was received in 2019-20. The current balance is \$4,560.55 including expenses that aren't currently reflected. A motion (Seminoff/Niblack) to approve the report was approved without opposition.

There was a question from a member about a \$25 IB fee. Ewy said she thinks it's to offset costs of training and IB costs and it's \$50 for freshmen, \$25 for other classes. This matches fees at magnet schools.

**Scholarship request:** There were two requests for IB exams. Flores said any additional requests will be handled by email.

1. Student needs \$357 for three remaining exams.
2. Student has paid \$300 and needs help with remaining balance of \$295.

A motion (Blessant/Killingsworth) to approve both requests was approved without opposition.

**New business:** Flores said she would write thank-you cards for the recent donations. Bookkeeper Paula Horsky sends receives for donations of at least \$100.

Flores said she is in the process of creating an IB calendar. She said we continue to look for binders that were created years ago for specific IBPA roles.

There was a discussion about IB Senior Recognition and the possibility that there may not be an in-person ceremony. Discussion moved to a possible IB Senior Recognition T-shirt, a virtual recognition, and traditional parts such as the senior-picture slideshow.

Flores asked that parents with students returning in 2021-22 think about volunteering for board positions. Many board members this year have students graduating. Voting is scheduled for May.

**February topic:** It was determined that February's meeting topic will be IBO's evaluation of East. The March topic tentatively will be college prep for the Class of 2022.

The meeting was adjourned at 7:54 p.m. The next meeting of the IBPA board of directors will be held via Zoom at 6:30 p.m. Feb. 4.

— Kirk Seminoff, board secretary

#### **ADDENDUM**

On Jan. 21, Flores asked board members by email to vote on approving expenditures for Extended Essay treats (\$57.46) and thank-you cards and postage (\$20). The motion was approved without opposition.