



WESTWOOD HIGH SCHOOL

May 24, 2016

IBPA Business Meeting

Meeting Etiquette

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- Please allow the speaker to determine when / how to engage in Q&A.
- Please wait to be called upon to speak.
- In the interest of time, please do not repeat questions or comments; be additive
- Please keep comments productive and constructive; critique ideas, not individuals.

Agenda

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- 1 Call to Order
- 2 Quorum Call and Adoption of Minutes
- 3 Organizational Changes
 - 1 Rationale
 - 2 Adoption of New Bylaws
 - 3 Election / Ratification of Officers
- 4 Program Reports
 - 1 Communications
 - 2 Membership
 - 3 IB Ambassadors
 - 4 Enrichment Trips (Did not meet)
 - 5 College & Career Programs (Did not meet)
- 5 IB Coordinator Program Update: Accelerated Science
- 6 Old Business
- 7 New Business
- 8 Call to Adjourn

Statement of Purpose

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- To assist in maximizing the WHS IB experience for all members of the IB Community – students, parents, faculty and administration – thereby facilitating the achievement of the IB Program’s goals.
- Focus areas include initiatives that:
 - Enhance the flow of information within the IB Community
 - Provide volunteer support to initiatives that serve the needs of the IB Community
 - Collaborate with the IB Community in the further development and growth of the Program
- At present, the IBPA is not a fundraising group.
 - Donations may be given / accepted, but IBPA will not actively solicit funds
- All advocacy will be done in conjunction with the IB Program office.

Organizational Changes

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- At the March 1, 2016 meeting, members unanimously adopted the Bylaws for the WHS IBPA
 - Authorized the formation of a RRISD Booster Club
 - Elected officers
- After further deliberation, given our desire to not be a fundraising organization, WHS Administration requested we reconsider classification as a Booster Club
 - Additional financial and audit administration oversight and monitoring required
 - Without Booster status, can still garner recognition and access to RRISD facilities
- Modifications to Bylaws include:
 - Remove classification as a RRISD Booster Club
 - Change in officer positions: Treasurer → Secretary & Treasurer
 - Maintain all other requirements (e.g., Sponsorship, meeting notification, officer terms, etc.) to be a Booster Club to minimize disruption in future if members decide to do become a RRISD Booster Club

Proposed Motions

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- Approve Revised Bylaws
- Ratify March 1 Officer elections
 - Hiten Patel, President
 - Vickie Robinson-Patterson, VP-IB Community
 - Natalie Wieseuegel, VP-Pre-IB Community
 - TBD, VP-Membership & Communications
- Elect Chunyan Pei as Secretary-Treasurer

Committee Update: Comms

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- Primary communications platform → WHS IB Website (summer / Fall 2016)
 - Articles, links and presentations on various topics of program or parental interest
 - Contact details for Ambassadors
 - IBPA information such as agendas, minutes and contacts
- Feeder communications → WHS News (evetter) and WHS Principal Update
- Parent-only Platform → Facebook: Westwood High School IB Parent Association
- E-mail Notification → Member roster
- Draft Parent-Program-Joint Communication Plan in progress
 - Over summer, committee will be developing Parent-only events for Fall 2016, and assisting as requested with program and joint communications

Committee Update: Membership

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- For existing pre-IB and IB parents, leverage existing communication platforms (e-mails from WHS) to drive awareness, attendance and membership
- For incoming pre-IB parents, focus on capturing at Orientation events in Summer / Fall
 - Develop basic material to explain IBPA purpose and focus
- For graduating students (alumni), focus on exit interviews and Winter ceremony

Committee Update: Ambassadors

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- Training to be developed and administered over Summer 2015
- Approximately 6-8 Ambassador volunteers trained in WHS IB, with specialization topics connected to particular area of interest
- For many questions, Ambassadors can be a first line of inquiry. Limited to advice and information dissemination – must still seek counsel from IB Coordinator, teachers and counselors for academic planning, exceptions, etc.

Program Update: AccSci

Old Business

New Business

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- Pre-IB Orientation and Tailgate for Pre-IB Students

Adjournment