

**MINUTES OF THE
WESTWOOD HIGH SCHOOL INTERNATIONAL BACCALAUREATE PARENT
ASSOCIATION
Business Meeting
May 1, 2019**

Call to Order & Adoption of Minutes

Mrs. Ruma Singh, President of WHS IBPA, called the Business Meeting of the WHS IBPA to order at 6:05 PM on May 1, 2019.

The Secretary noted that proper notice of the Business Meeting had been provided, and that approximately 25 members were present at the commencement of the meeting. Mrs. Ruma Singh asked for comments or corrections to the minutes of the March 12, 2019 meeting. There being none, a motion was made by Mrs. Sandi Bone and seconded by Mrs. Shuling Wang, and the minutes of said meeting were unanimously approved.

Mrs. Ruma Singh reviewed the evening's agenda and requested members adhere to meeting etiquette to ensure an effective meeting.

Officer Elections

Mrs. Ruma Singh noted that the following individuals had been nominated prior to the meeting, and called for any additional floor nominations. There being no discussion or additional nominations, a motion was made and seconded by Mrs. Sandi Bone and Mrs. Monica Farkash, respectively, which passed unanimously.

Nominees include:

1. Ruma Singh, President
2. Tuyet Skergan, VP IBDP Community
3. Shuling Wang, VP Pre-IB Community
4. Jun Xiao, VP Communications & Membership
5. Lingling Yan, VP Fundraising
6. Rachel Sartin & Yashwant Mahambare, VP Alumni & Corporate Relations
7. Sandi Bone, Secretary
8. Chunyan Pei, Treasurer

Next, Mrs. Ruma Singh thanked Mr. Hiten Patel for his service in founding the WHS IBPA and serving as an officer.

Upcoming Events

Mrs. Ruma Singh discussed upcoming events:

- Friday, May 17, 2019 - Senior Awards Night, 6:30-9:30 PM @ WHS Cafetorium
- Saturday, May 18, 2019 - Tapas & Tea, 1-4 PM @ Andersen Mill Community Center
- Friday, May 24, 2019 - WHS Graduation Ceremony 1 PM @ HEB Center
- Friday, Aug 9, 2019 - ATL Skills Workshops (before Fishbowl) @ WHS

Treasurer Report

Next, Mrs. Chunyan Pei presented the budget report for the year 2018-19. As of May, 1 2019 the Total Actual Income was \$14,332 and Total Expenses were \$9,016. The Balance projected for June 30, 2019 (Year End) is \$5,316. A budget for Academic Year 2019-2020 will be presented for approval at the first Business Meeting in the Fall.

IB Program Updates

Next, Ms. Ruma Singh invited Ms. Stephanie Childress to present the IB Program updates. Ms. Childress covered the IBPrep+IBDP enrollment projections for the coming years. She presented that the program growth was driven by increased freshman enrollment. Also, the lower IB Prep to IBDP attrition resulted from 1) increased & earlier access to decision information 2) increased IB Pathway flexibility and 3) reduction of the academic exit drivers.

Next, Ms. Childress spoke about 2019-2020 IB Office Structure. Ms. Childress will continue to be IB Coordinator. Additionally, there will be a dedicated counselor for IBDP (11th and 12th graders) students. There will also be an administrative assistant who will help to respond to phone calls, schedule meetings, answer administrative questions, etc. IB Prep students will continue to use the Alpha Office structure.

Next, Ms. Childress shared some information about the ways Westwood will be implementing the new IB Math curriculum. The slides are available in the Business Meeting presentation posted on our [website](#). We have also updated our website's FAQ section on IB Math Curriculum changes based on what was shared.

Year in Review 2018-2019

Mrs. Ruma Singh reviewed all the major events in 2018-19. Highlights include:

- Middle School Outreach Program
- Grateful Gathering & Fingerpistol Community events
- IB20 Alumni Reunion (new this year)
- IB/IB Prep Course Registration Assistance (new this year)
- Student Panels: Freshmen Transition, Alumni, College (new this year)
- Admissions, Preparing for WHS
- Extended Essay Showcase (new this year)
- IB Exemplar Scholarship
- Fundraisers (new this year)
- Graduating IB Senior Survey (new this year)

New Program Highlights

Next, Mrs. Ruma Singh covered the new programs highlights for coming year 2018-19 which include 1) Alumni & Corporate Networking 2) Fund Raising 3) Website development & maintenance.

Stay Connected

Next, Mrs Ruma Singh presented the several ways to Stay Connected with IBPA:

- Join the WHS IBPA
<https://goo.gl/forms/8mDBNbV2S95UD2Oz2>
- Join our member-only Facebook group

<https://www.facebook.com/groups/WSIBPA/>

○ Check out our website

<http://whsibpa.com/>

○ Event Feedback

<https://goo.gl/forms/CM9B0bEPxQz31aSi1>

○ Have questions? Reach out to an

Ambassador at ibpavppreib@gmail.com

Meeting Adjourned

The IBPA business meeting adjourned at 7:25 PM.

These minutes being a fair and accurate recording of the events of the meeting on May 1, 2019, they are respectfully submitted as the official record.

/s/ Madhu Rao

Madhu Rao
Secretary