



MIRA LOMA HIGH SCHOOL I.B. PARENT ORGANIZATION

MLHS IBPO Meeting Minutes Wednesday September 15, 2021 | Zoom 6:30pm

Attendance:

IB PO Board Members

Presidents: Christan Chittenden
Vice President: Hilary McLean
Secretary: Jennifer Z Lewis
VP Dev: Suneeetha Kosaraju
Treasurer: Pandu Gupta

Staff

Clete Purinton - principal
Rachel Volzer – IBMYP coordinator

Committee members

Michelle Duncan - Hospitality
Abby Darrah - College Sunday
Senior Dinner
Esther Gayoba – Churchill Liaison

Other:

Christina	Natallia Demyanenko	Deepa Chauhan
Jackie Yip	Anas Al Nuaimie	Windy Yin
Anna Aguilar	Yvonne Chen	Hasmik Mkrtchyan
Min Min Thaw	Nataliia Safi	Wendy Drey
Arlene Santiago	yun	Alan Wu
Mark Steenburg	Mary Shiyamala	Philip
	Zara	

1. **Meeting called to order at 6:32pm** - Christan
2. **Review / Approved Meeting minutes for Aug 2021**
 - a. Motion made by Hilary McLean to approve August 2021 meeting minutes. Seconded by Jennifer Z Lewis. Motion approved.
3. **Presidents Report** – Christan
 - a. Thanks for attending!
 - b. Apology for being off grid for the past couple of weeks.
 - c. Huge thank you to the parents who have volunteered to a committee. The IBPO needs additional parent volunteers to step into several committee key roles. If anything sounds like something you feel called to do, these are the committees needing 1-2 chairpersons:
 - i. Alumni Luncheon



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- ii. Auditor?
 - iii. Hoods and Cords
 - iv. Hospitality
 - v. Tax letters / thank you notes – working with VP of Development
 - vi. Willing to help where needed
 - d. Over the summer, the board met to set and approve the budget. We are looking for parent contributions this year of at least \$30,000. Watch your mail and email for opportunities to contribute or donate through the new website.
 - e. Our new website, miralomaibpo.org, is up and running.
 - f. We have a new facebook group to join – link on the website.
 - g. College Sunday postponed until early 2022 due to COVID concerns for an in-person event.
4. **Principals Report – Clete**
- a. Review of current events going on at MLHS. College week going on now. College Week info: <https://sites.google.com/sanjuan.edu/sjusdcollegeweek2021/home?authuser=0>
 - b. Club rush is this Friday!
 - c. Homecoming football is October 1st at El Camino. Still working on if there will be a HC dance or not.
 - d. October 8 will be NO school.
 - e. PSAT Oct 13 for all sophomores & Juniors. 8-11am. Freshman & Seniors have late start (unless the Seniors signed up for the SAT)
 - f. UC Achieve. All 9 UC's will be on campus October 22nd.
 - g. Parent info night will be November 4th for incoming students / families.
 - h. First progress reports are on Q.
 - i. Covid tracing, guidelines, etc has been time consuming
 - j. Tik Tok vandalism trend discussion.
5. **MYP Coordinators report – Rachel**
- a. See report attached at end of notes.
6. **IB Diploma Coordinators report – Rachel on behalf of Rochelle**
- a. See report attached at end of notes.
7. **Treasurer's report – Pandu / Christan**
- a. No major update. Accounts are solvent.
8. **Vice President Development – Suneetha / Christan**
- a. Mailers are ready. Waiting for stamps to sent out. We are looking for more funding.
9. **Committee Reports and Chair Vacancy**
- a. Alumni Luncheon **Vacant (2 needed to co-chair)**
 - b. Auditor **Independent** – parent volunteer?
 - c. Churchill Liaison Esther Gayoba
 - i. No update
 - d. College Sunday Abby Darrah & Hilary McLean



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- i. POSTPONED until early 2022. More info to follow
 - e. Student volunteer coordinator Jennifer Hemmen
 - f. Hoods & Cords **Vacant**
 - g. Hospitality Ritu Dayal (**need 1 more**)
 - h. PayPal Transactions **Vacant**
 - i. Sample SAT / ACT **Vacant**
 - j. Senior Dinner Abby Darrah (**need 1 more**)
 - i. May 20th at Center on La Sierra.
 - k. Tax Letter / Thank you **VACANT**
 - l. Teacher funding req. <https://miralomaibpo.org/ibpo-funding-request-form>
 - i. Request by Bih Yuan Yang in the amount of \$601.83 for unspecified items.
 - 1. Request more info on what will be purchased with the requested funds.
 - 2. (UPDATE clarification was received. Money is for yo-yo strings, skirts, drum & stand. Motion made by Hilary McLean via email to approve request of \$601.83. Seconded by Jennifer Z Lewis. Motion passed)
 - ii. Request by Alain Negretot in the amount of \$99.95 for on line subscription to yabla.com.
 - 1. Motion made by Hilary to approve request as written. Seconded by Jennifer Z Lewis. Motion passed.
 - m. Web page Peeyush Dayal, & Christan Chittenden
 - i. <https://miralomaibpo.org>
10. New business
11. Open Forum

Meeting Adjourned at 7:34pm | Next meeting October 20, 2021 6:30pm



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Coordinator's Report

15 September 2021

Looking into budget and funding for a few things:

IB fees, training allocations, and recruitment/advertising

- Subs for collaboration days are a bit tricky due to the sub shortage, but we are working on it!
- We currently have 3 teachers slated to attend trainings (virtually) this fall/winter.
- We posted an Ad in the Inside Publication that circulates around the Sacramento Area regarding our upcoming Parent Information Night/Event. This year, the principal has once again allocated funds to cover this Ad. Yay!
- We do have some funds available, especially for virtual trainings – most run Fri-Sun. Teachers are encouraged to retrain if curriculum areas have changed, or if they are looking to take over a project or are assigned a new course to teach. These trainings are LIVE, 8 am EST, and interactive. They are not simply working through modules independently. We shall see what the feedback is from those who attend this semester. It saves on funds and provides opportunity for more teachers to be trained.

IB evaluation – Matters to be Addressed

The matters to be addressed are being addressed. 😊

- We are working to organize assessment folders for each curriculum area, to collect a bank of samples for each assessment task, from each teacher and each level.
- I have begun work with Winston Churchill Middle School to organize collaboration between the two campuses. Teachers will attend 2 meetings this year, one each semester, to discuss common assessments, Approaches to Learning (ATL), International Mindedness practices, and a few other focus areas.

Personal Projects and Community Service

The 10th grade students are working on their personal projects. Some started in June and have been working over the summer to complete as much as possible, while others started in August and are working to navigate the project with their other schoolwork; nonetheless, they are all on their way at this point. The first checkpoint has passed, and students are receiving marks in both English and History courses for completing the checkpoint. For some students, the personal project is not a requirement, and those students will complete the independent research paper assigned – this is intended to ensure they too receive the proper preparation for the DP level long-term research projects, and to help them get points in the gradebook for their English and History courses.

Ms. Jacks came into the science classrooms and presented to the 9th graders about the IBMYP Community Service requirements and the ManageBac system used to document service and projects.



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IB Coordinator Report

IBPO 09/15/21

15 September 2021 / 6:30 PM

Rochelle Jacks

IB Exam Results May 2021 Testing Sesion

- 2020 Diplomas have been received from IB. District COVID guidelines are not currently permitting on campus visitors, Diplomas and Certificates will be sent to senior students last address on file.
- Current Seniors can check last years results using their personal code and PIN on the IB Candidate website: <https://candidates.ibo.org/index.cfm?event=authnHandler.showLoginForm>

IB Exams May 2022

- Exams dates for May 2022 Testing Session 3 week period (April 29 - May 20)
- La Sierra John Smith Hall has been reserved for exams. Cypress Room is under construction and not available to reserve. Science Building Flex Space should work for most exams under 60 students.

IB Exams Registration

- Digital Registration window closed today. We still have work to do.
 - 250 students registered for one or more IB Exams.
- Online payment system "School Bucks" has an IB Exam Fee line item launching 9/23
- Final exam lists need to be reviewed by teachers. Confirmation & Invoices will be sent to students by 9/23

Calendaring and Communication

- CAS Workshops Completed (Self Paced Video Workshop)
- Welcome to IB Completed for students in IB Science. Students not in IB Science will be pulled from classes to attend workshop next week.
- IB Junior Important Dates Calendar published: <https://www.sanjuan.edu/Page/27924>



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- Parent communication
 - Mass email at start of registration
 - All Freshman parents have been loaded into manageBac. Welcome emails to register on the site should be in their inbox (or SPAM)
 - Academic Honesty Policy: Students were asked to review the ML Academic Honesty Policy with their parents. The complete policy is posted on the Mira Loma Website: <https://www.sanjuan.edu/Page/37069>
 - IB Exam Confirmation and Invoices will be sent via email 9/23/2021