



MIRA LOMA HIGH SCHOOL I.B. PARENT ORGANIZATION

MLHS IBPO Meeting Minutes Wednesday October 20, 2021 | Zoom 6:30pm

Attendance:

IB PO Board Members

| | | |
|-----------------|---------------------|---|
| Presidents: | Christan Chittenden | Staff |
| Vice President: | Hilary McLean | Clete Purinton - principal |
| Secretary: | Jennifer Z Lewis | Rochelle Jacks – IB Diploma coordinator |
| VP Dev | Suneeetha Kosaraju | |
| Treasurer | Pandu Gupta | |

Other:

| | | |
|---------------------|----------------|---------------|
| Christelle Demenjuk | Mandaris Moore | Ajabkhan Arab |
| Elvia Teresa | Jackie Yip | |
| Arlene Santiago | Chaitu D | |
| Reza | Snigdha Ghosh | |
| Alan We | Anas Al Nuaim | |
| | Sean Nguyen | |
| | Steve Stuart | |

1. **Meeting called to order at 6:34** - Christan
2. **Review / Approved Meeting minutes for Sept 2021**
 - a. Motion made by Hilary McLean to approve September 2021 meeting minutes. Seconded by Jennifer Z Lewis. Motion approved.
3. **Presidents Report** – Christan
 - a. Special thank you to parent volunteers
 - b. College Sunday will be held early 2022 (feb 6th)
 - c. Web site & Facebook plug!
4. **Principals Report** – Clete
 - a. Oct 22 is college day!
 - b. Oct 23 is homecoming dance on Football field. Check emails for details
 - c. Senior forum is Oct 28th. (Current graduation: June 6th 7:30pm at Memorial auditorium)
 - d. Nov 2 dia de los Muertos event on campus
 - e. Nov 4 is incoming 9th grader info night 6-8pm zoom.
 - f. November 11, 12 no school.
 - g. Reach out now if your student is struggling. There are many FREE tutoring options.
 - h. Matador of the month: Josh Stinson
 - i. PSAT day was a success.



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- j. Campus upgrades happening this summer. Student parking, Tennis courts, basketball hoops, softball area, etc.
 - k. Sports update
 - l. Technology purchase update.
 - m. Discussion of post distance learning struggles.
 - n. Admin will start implementing tardy sweeps
5. **MYP Coordinators report** – Rachel
- a. See report attached at end of notes.
6. **IB Diploma Coordinators report** – Rochelle
- a. See report attached at end of notes.
7. **Treasurer's report** – Pandu / Christan
- a. Brief review of budget and actuals. See report attached at end of notes.
 - b. A parent volunteered to be our auditor
 - c. Benevity update needed
8. **Vice President Development** – Suneetha / Christan
- a. Mailers should be done by this weekend
9. **Committee Reports and Chair Vacancy**
- a. Alumni Luncheon Bin Xia
 - b. Auditor Gerardo Castillo / Huyen Le
 - c. Churchill Liaison Esther Gayoba
 - i. Nov 4th zoom info night
 - d. College Sunday Abby Darrah & Hilary McLean
 - i. New Date February 6th
 - e. Student volunteer coordinator Jennifer Hemmen, Snigdha Banerjee
 - f. Hoods & Cords Snigdha Banerjee, Bin Xia
 - g. Hospitality Ritu Dayal, Gerardo Castillo / Huyen Le, Lisa White
 - h. PayPal Transactions **Vacant**
 - i. Sample SAT / ACT **Vacant**
 - j. Senior Dinner Abby Darrah, Gerardo Castillo / Huyen Le
 - i. May 20th at Center on La Sierra.
 - k. Tax Letter / Thank you Bin Xia (assist VP of Development)
 - l. Teacher funding req. <https://miralomaibpo.org/ibpo-funding-request-form>
 - i. Request made by Tim Thayer in the amount of \$4300 for the purchase of 40 TI84 calculators. Used as a resource for IB testing.
 - 1. Motion made by Hilary McLean to fund Mr Thayers teacher request as written. Seconded by Jennifer Z Lewis. Motion passed.
 - ii. Request made by Rachel Volzer in the amount of \$199 for a well-being tool kit for review to see if they should implement in the future.
 - 1. Request more info on how this would fit into the organized school plan for professional development.
 - iii. Request made by Rachel Volzer in the amount of \$199 for an Equity tool kit



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1. Request more info on how this would fit into the organized school plan for professional development.
 - iv. Request made by Audrey Cornelison in the amount of \$75 for poster boards for student group projects in classroom.
 1. After discussion IBPO denies the request due to its single use class supply nature but Clete has budget for this item.
 - m. Web page Peeyush Dayal, & Christan Chittenden
 - i. <https://miralomaibpo.org>
- 10. New business**

Meeting Adjourned at 7:55pm | Next meeting November 17, 2021 6:30pm



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Coordinator's Report

20 October 2021

IBMYP Projects and Awards

Unfortunately, this fall we will not be hosting an awards night for the IBMYP class of 2021 – those students who are currently juniors. We have organized the awards, certificates, and report cards for them to pick up next week. The announcement of this will be in the bulletin on Friday and award collection will happen Monday and Tuesday of next week – October 25-26 – in F3 at lunch.

We had a large number of students submit personal project, despite COVID-19 and the obstacles life threw their way. I am proud of them all, and each student received a passing mark!

IB evaluation – Matters to be Addressed

Last month we reported that “The matters to be addressed are being addressed 😊” and I would like to share a little about what has transpired to make this so.

- Last month we had our first dual campus collaboration day! It was a unique experience, and all the teachers from WCMS and all the teachers from MLHS – including those who do not teach IB courses – were in attendance and worked together.
- The goal of the collaboration was to get to know each other and develop some level of comfort knowing who's who – as both campuses have had significant turn over in recent years.
- I am happy to report that we are reviewing survey material from that meeting and that we will be having another collaboration in January. It will revolve around Professional Development in a workshop format and will offer a few choices for teachers to attend.

Parent Information Night and Applications

The annual 8th grade parent information night is happening on November 4th from 6-8 pm. It will be a virtual event, as it was last year. Specifics and links will be shared soon. The MLHS webpage has already been updated with the new applications for this fall's application process and will be using google forms to submit. There are two links – one for WCMS students, and one for all others interested in attending MLHS.

I have already been fielding many inquiries about our program from out of district families, and it is quite encouraging. If anyone has any questions, please feel free to reach out.



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IB Coordinator Report
IBPO 10/20/21



October 2021 / 6:30 PM

Rochelle Jacks

IB Exam Results May 2021 Testing Session

- 2021 Diplomas and Certificates 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) Exam schedule has been posted to the ML website: <https://www.sanjuana.edu/Page/44536>
- All but 3 exams can be accommodated in the science flex space
- Parent proctor volunteers

IB Exams Registration

- Registrations are complete, currently in payment phase
 - 260 students registered for one or more IB Exams. (150 Juniors/160Seniors, 49 full diploma)
 - 80 juniors identified as full diploma candidates
- Online payment system "School Bucks" used to pay exam fees, payments due by 10/25 unless other arrangements have been made.
- Students are signing exam confirmations to ensure accuracy

Financial Assistance



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- We are committed to provide approx. \$13,000 for financial assistance to ML students this year. I expect that number will increase as students determine eligibility through the school funding form.
- Last year \$16,000 in financial assistance.

Calendaring and Communication

- IB Diploma Seniors: EE rough draft was due today to advisors. Advisors will review and submit feedback in about 4 weeks. Students are to complete interim reflection on MB.
- IB Associate and Diploma Seniors: CAS plan to be completed on MB by the end of the week indicating any additional CAS activities to be included by the end of the CAS period (March 2022)
- IB Junior Important Dates Calendar published: <https://www.sanjuan.edu/Page/27924>
- Parent communication: Quarterly DP Newsletter, Student/Parent Survey in Spring 2022

5 year Evaluation

- Dates for the evaluation have been aligned to more closely coincide with WASC in an effort to align school-wide goals and program development.
- 3 Part Process: Preliminary Review, Self Study and Program Development Plan
- Student/Parent Survey to be conducted as part of the Self Study
- PDP focuses on identifying and removing structural barriers to DP course enrollment. This is supported by our work with EOS and WASC goals.

Budget Requests

- Tim Thayer: Calculators



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| | FY 2021/22 Budget | FY 2021/22 Actuals |
|--|----------------------|-----------------------|
| Donations | | |
| Parent Contributions | \$30,000.00 | \$4,162.81 |
| Corporate Matching Gifts | \$3,000.00 | \$229.81 |
| Other | \$100.00 | \$0.00 |
| Donations Total: | \$33,100.00 | \$4,392.62 |
| Fundraising Activities | | |
| Amazon Smile | \$200.00 | \$44.65 |
| Other | \$0.00 | \$0.00 |
| Fundraising Activities Total: | \$200.00 | \$44.65 |
| Sponsored Events | | |
| College Sunday | \$3,000.00 | \$0.00 |
| Freshman Welcome Signs | \$0.00 | \$0.00 |
| Hoods and Cords | \$3,500.00 | \$0.00 |
| Senior Dinner | \$10,500.00 | \$0.00 |
| Senior Signs | \$2,625.00 | \$0.00 |
| Sponsored Events Total: | \$19,625.00 | \$0.00 |
| Miscellaneous | | |
| Apparel | \$200.00 | \$0.00 |
| Other | \$0.00 | \$0.00 |
| Miscellaneous Total: | \$200.00 | \$0.00 |
| TOTAL INCOME: | \$53,125.00 | \$4,437.27 |
| Administrative Expense | | |
| Accountant | \$700.00 | \$0.00 |
| Audit | \$0.00 | \$0.00 |
| Bank Fees | \$50.00 | \$0.00 |
| Corporate Fees | \$35.00 | \$0.00 |
| D & O (Liability Insurance) | \$650.00 | \$0.00 |
| P.O. Box | \$140.00 | \$0.00 |
| Supplies, Postage, Printing | \$1,400.00 | \$338.40 |
| Advertising, Signage | \$0.00 | \$0.00 |
| Administrative Expense Total: | \$2,975.00 | \$338.40 |
| Sponsored Events | | |
| Alumni Breakfast/Lunch | \$1,000.00 | \$0.00 |
| College Sunday | \$3,000.00 | \$0.00 |
| Freshmen Welcome Signs | \$0.00 | \$0.00 |
| Hoods and Cords | \$4,000.00 | \$0.00 |
| Sample SAT/ACT | \$0.00 | \$0.00 |
| Senior Dinner | \$12,500.00 | \$0.00 |
| Senior Signs | \$1,800.00 | \$0.00 |
| Activity Support Total: | \$22,300.00 | \$0.00 |
| Program Support | | |
| Teacher Funding Requests | \$15,000.00 | \$466.53 |
| IB Support | \$0.00 | \$0.00 |
| IB Student Exam Financial Assistance | \$0.00 | \$0.00 |
| MYP Certificate Recognition & Support | \$500.00 | \$0.00 |
| World's Fair | \$2,000.00 | \$0.00 |
| Nationally Competing Coaching | \$6,000.00 | \$0.00 |
| Counseling/Career Office Funding Request | \$0.00 | \$0.00 |
| Secretarial Support - Coordinators | | |
| Stipends for Academic Coaches | \$9,600.00 | \$0.00 |
| Teacher Collaboration & Hospitality | \$2,500.00 | \$0.00 |
| Turnitin | \$0.00 | \$0.00 |
| Program Support Total: | \$35,600.00 | \$466.53 |
| Miscellaneous | | |
| Volunteer Recognition/Welcome | \$0.00 | \$0.00 |
| Apparel | \$0.00 | \$0.00 |
| Other | \$0.00 | \$0.00 |
| Miscellaneous Total: | \$0.00 | \$0.00 |
| TOTAL EXPENSE | \$60,875.00 | \$804.93 |
| NET TOTAL | (\$7,750.00) | \$3,632.34 |