

Riverview High School
IB Board Meeting Minutes
October 14, 2021

In Attendance

Erin Del Castillo
Dr. James Minor
Brenda Michel
Karry Di Tomaso
Cathlin Mauer
Julie Stewart
Ana Palacio

Suzanne Geyer
Ktherine Clements
Deb Sakellarios
Qiang Fitzgerald
Deb Goldberg
Barbara Darcey
Michelle Keyvani

President Report Updates (Karry DiTomaso) –
IBPO Board Meeting

- Discussed acquiring new storage space to accommodate gear
- In-person/zoom hybrid meetings will start in Novemer; in-person will be held in the conference room
- The next meeting will be held on Nov 9th instead of Nov 11th due to the Veteran's Day Parade
- Senior extended essays are due soon. Muffins and gifts (towels) will be distributed
- Need to figure out and share process on how to log in IBPO volunteer hours
- Still need parent volunteers for 5 year review (only 3 stepped up); need all volunteers by next meeting
- Received approval for 2 (\$304 ea) Riverview IB tablecloths; black with world logo (colors to be figured out)
- In process of getting details regarding Square account upgrade; upgrading will require approval

- Received approval of \$750 for the 11th grade pinning ceremony (Minor approved and Brenda seconded it)
- Proposed sending out a survey to teachers for feedback as to where all the snacks are going from the teachers' lounge
- Erin is sending out an email regarding teachers asking parents to supply snacks to their classroom
- Erin to send email to senior parents regarding excused absences for college visits (2 per year)

Treasurer Report – Brenda Michel

- SunTrust balance \$11,709
- Foundation \$38,240
- Total: \$49,945
- Upcoming expenses: IB Gear (\$3500), SAC/ACT course instructor (\$3750), 11th grade pinning (\$750)
- Switching account to Sabal Palm by next meeting

General Meeting:

Principal Update – Erin Del Castillo

- Winter sports tryouts

IB Coordinator Update – Dr. Minor

- 11th grade service learning (reflect)/pinning ceremony
- Seniors turned in reflective; received towels
- DP Oct 20th, 9th grade dig univ training, 10th grade profile training, 11th/12th grade meeting with CAS mentors/advisors (11th)
- David Band from law firm coming to speak, IBE2 check, community/rotary
- Need to order patches/stoles early this year due to supply chain delays

- Upcoming staff changes: Ms. Koffman retiring (happened already) and Pam Donahue filling in and Ms. Catina maternity leave (January) and Christine Veasley filling in
- Meeting with 4-8 seniors daily

Membership update - Karry

- 198 members
- November newsletter will be sent to IB members only
- Tervis tumblers; 70 family's owed (23 students of 70 received) provide Erin and Kay a list to get tumblers to outstanding families

SAT/ACT Prep Course – Karry

- 25 students signed up
- Begins Oct 26th/5 Tuesday classes
- Wendy Dunn is the instructor; zoom Monday, Oct 25th to go over expectations
- Courses will be offered again in the Spring
- Pinning night conflicts with one of the ACT/SAT; 11th graders to be released 20 minutes early

College Rep Visits - Cathlin

- Juniors and Seniors will need teacher's permission to attend college rep visits
- Can find the full schedule in Naviance
- 11th grade pinning is Nov 2nd (6-8pm); juniors formally inducted into IB program; seniors pin the juniors

11th Grade Pinning Ceremony – Julie and Ana

- A formal invite will be sent for Oct 20th community day
- Looking for volunteers for Nov 1st 2:30; balloons/brownies; volunteers to hand out programs. Nice for sophomore parents to do (email will be sent out)

IB Gear – Catherine and Deb

- New logos
- Gear order in (sweat pants, crop sweatshirts, mom/dad)
- Need volunteers for evening of pinning ceremony to sell gear
- As of meeting behind on gear credit, will go out via email in the next week
- Promo to go out in November to buy new gear for the holidays

Teacher Appreciation – Julie/Qiang

- Mercury Printing – donating
- Oct 20th IB staff luncheon, was looking for volunteers, the sign up genius was almost full
- Requested snacks for lounge
- For Nov/Dec – requested gifts, treats, volunteers for next luncheon

Senior Banquet - Karry

- Discussed our first meeting which took place Oct 12
- 13 people on the committee; sub committees were divided
- Banquet is in May (CP: May 18th and DP: May 19th)
- Sponsorships and Save the Date to go out in next couple months; senior parents to look out for info
- Graduation May 21st

SAC Update - Karry

- Meeting past Monday; school improvement plan needed to be approved
- Committee is made up of students, parents, staff, and community

New Business

- Meeting next month changed from Nov 11th to Nov 9th (10am Board and 10:30am general) due to Nov 11th Veteran's Day Parade held that morning downtown

Questions/Comments

- SAT prep led by Pam Donahue, 90 mins (test taking strategies), not sure of date
- Pinning, Nov 2nd priority over sports. Dr. Minor will deal with coaches

Next Meeting -Tuesday, November 9th at 10:00/10:30 am