

## IBPO Board Meeting Minutes

October 13, 2022

Erin Del Castillo  
Dr. Minor  
Ana Palacio  
Qiang Fitzgerald  
Cathy Leetzow

Melissa Watrobsky  
Karry DiTomaso  
Suzanne Shkorupa  
Deb Goldberg

### Principal Update - Erin Del Castillo

- School is fully functioning post Hurricane Ian, except that bleacher stands of football field need to be repaired/secured. Cost and completion time is still under evaluation
- Homecoming dates are moved to November 5, and the homecoming game arrangement is still under discussion

### IB Coordinator's Board Update/Plans - Dr. Minor

- Very proud of the care and bravery shown by our teachers and staff during the Tuesday lockdown
- Have open door policy for students who need to talk about the lockdown event happened on 10/11
- Parent Coffee and Teacher Coffee Cart were highly successful

**Motion #1 (Dr. Minor/Leetzow): to increase Pinning Ceremony budget from \$350 to \$750. All in favor. Motion Carries.**

### Treasurer Report - Nicole/Karry

- Upcoming expenses include
  - \$1574 for IB Gear
  - \$750 for 11<sup>th</sup> Grade Pinning Ceremony
  - Budget for Senior Extended Essay Gift. Looking into \$6-7 per piece range for 174 Seniors (~\$1218)
- Open House sales: \$1826 (gear \$1496, Membership \$180, Sr. Banquet. Sponsor \$150)
- Membership \$14,155.00 to date

### President's Board Report - Karry

- Parent education - CAS: Proposed to produce Video material to post on IBPO websites. Outline and topics will be discussed between Dr. Minor and Jerry (Our Animation Contractor)
- Senior Extended Essay gift ideas: Debbie proposed leather luggage tag with inspiring quotes.
- Text messaging seems to be the more effective way to communicate with parents, and tests have been conducted within IBPO Board members. Will go into implement

stage

### **IBPO General Meeting Minutes**

#### Principal Update - Erin Del Castillo

- Homecoming week arrangements: trying to make home game happen on the Friday before 11/5 Homecoming
- Outside attendees need to get school approval form signed by their school.
- Homecoming ticket sales resume 10/17
- PSAT date change to 10/25
- Student picture retakes 10/19
- College Resource help to seniors Tuesdays and Thursdays during lunch

#### IB Coordinator Update/Plans - Dr. Minor

- College visit dates to be updated and published on Riverview IB website
- Trying to secure donor funding for Riverview Foundation to provide additional fund for our IB students to attend college and to ensure their success in college

#### IBCP Coordinator Update - Ms. Bies

- Need to find ways to promote the IBCP program among Freshmen and Sophomores
- Rolling admission starting Nov. 14 and ending Feb. 1

#### Membership - Karry

- 203 members (last year 196 at this time)
- Membership drive sent out 9/28
- Tervis Tumblers avail. for pick up in IB office (Ms. Ellis) or at front desk (Ms. Kay)
- SMS - push for opting in to receive texts - 158 parents have opted in so far

#### 9<sup>th</sup> Gr. Breakfast with the Principal/Parent Coffee - Karry

- Event on Tuesday, Oct. 11 was a success
- Parent coffee on Oct. 12 attended by approx. 30 parents and all administration

#### College Representative Visits - Deb

- Revised schedule will be published on Riverview IB website
- Parent volunteer greeters are needed for each visit
- UF rescheduled for Oct. 26th

#### 11<sup>th</sup> Grade Pinning Ceremony - Melissa and Suzanne

- Save-the-Date emailed on Oct. 6
- Attendees are expected to be in business attire
- Update on invites & treats
- Selected student volunteers for Pledge of Allegiance and National Anthem
- Need volunteers to sell IB gear

#### Teacher Appreciation - Suzanne

- Sept. coffee cart feedback

- Next coffee cart 10/17 and luncheon 11/11
- Caramel apple bar on 10/31
- 11/17 Teacher luncheon and Bingo that Ms. Haughey does for the staff

#### Senior Banquet - Karry

- May 18, 2023 for all IBDP and IBCP. 600~650 Attendees
- Committee had 1<sup>st</sup> meeting Oct. 6 - In need of help in securing sponsorship
- Next meeting is Thurs., Nov. 10 @ 6:00pm
- Future Sr. Banq. Committee meeting led by Susanne & Melissa is today at 11:30am.
- Visited Circus Arts Conservatory

#### New Business

#### End the Meeting

#### Questions/Comments:

- Is it possible to open up the parking space near the tennis court for student parking? Answer is NO at this point due to the complicated traffic pattern, and lack of staff to man the lot.

Next Meeting - Thursday, November 10, 2022 @ 10:00/10:30