

**International Baccalaureate Schools of Michigan (IBSOM)**  
**an Association of International Baccalaureate World Schools**  
**Fifth Bi-Annual General Meeting**  
**December 8, 2009**  
**Minutes**

Dr. Richard Perry, IBSOM President opened the fifth, bi-annual, International Baccalaureate Schools of Michigan General Meeting at Macomb Intermediate School District in Utica, Michigan at 8:35 AM. Perry conducted brief introductions and outlined the agenda for the day. Members present included:

Name	Affiliation	School District
Ric Perry, Ed.D.	President	Portage Public Schools
Lynne Nagy	Vice President	International Academy, Bloomfield Hills
Jason Rubel	MYP Vice President	Andover High School, Bloomfield Hills
Jean Ramseyer	PYP Vice President	Retired, Bloomfield Hills
Susan Wooden	Secretary	Owosso Public Schools
Denise Bresson	Treasurer	Portage Public Schools
Suzy O'Hara	Member At-Large	Morse El. Baker Middle School, Troy Public Schools
Sally Dunlop	Member At-Large	Fenton Area Public Schools
David, Molly	Member	Franklin High School, Livonia
Fairman, Sarah	Member	Norup International School, Berkley School District
Hutchinson, Amy	Member	Midland High School
Kambakhsh, Brenda	Member	Notre Dame Marist Academy
Karcz, Madeleine	Member	Mark Twain, Detroit Public Schools
King, Theodore	Visitor	Co-Founder Faria Systems, Inc.
Laine, Maggie	Member	Novi High School
Meyer, Susan	Member	MISD – International Academy of Macomb
Terbrack, Sandy	Member	Heritage High School
Yeloushan, Jodi	Member	Clarkston High School

**Presentation:**

A special guest from San Fransisco, California, Theodore King, former DP student and co-founder of ManageBac, presented an on-line tool to assist coordinators of the MYP and DP with CAS and other tracking needs. Members can investigate the tool at [www.ManageBac.com](http://www.ManageBac.com) for a 90-day free trial. King navigated the site explaining how the tool works via drilling down into data as correlated to individual students. The program offers a grade book and assessment piece along with visual bar graphs, which track students' activity hours for community service. The program is available to districts at approximately U.S. \$10 annually per student. *Banded* price ranges are available, which cater to varying numbers of students. King maintains the server.

ManageBac's predecessor (CAS Manager) was updated to follow the new CAS curriculum released in March of 2008. Students can track their activities against the eight learning outcomes and provide documentation with up to five types of evidence. King has licensed Forms A & B from the IBO and has integrated them seamlessly into the system.

ManageBac:

- Monitors student progress
- Tracks CAS with the new CAS Guide
- Manages the Extended Essay and ToK Paper
- Is built for today's IB student
- Tracks community and service activities
- Centralizes internal assessment records
- Helps you stay organized
- Keeps parents informed
- Is safe, secure, and private
- Manages the Personal Project
- Offers an on-line training opportunity for districts

King's contact information:

Theodore King, Co-Founder Faria Systems, Inc.  
3720 Spruce Street, Box 434  
Philadelphia, PA 19104  
Telephone: 1.215.989.4303  
HP: 1.415.646.6705  
Email: Theodore@eduvo.com

**Approval of Minutes:**

Minutes from the fourth, bi-annual, IBSOM General Meeting from June 2, 2009 were discussed.

**MOTION:** Jodi Yeloushan moved to accept the minutes with support from Suzy O'Hara. Minutes were approved.

**Treasurer's Report:**

IBSOM Treasurer, Denise Bresson distributed a spreadsheet indicating detailed expenditures from 6-1-09 to 11-9-09 with a balance of \$25,582.65. Bresson reminded members that IBSOM Scholarship dollars are reflected in the spreadsheet. Jodi Yeloushan inquired about the membership fee. Bresson advised that the fiscal year is from June to June. Bresson also advised that in April of each year, districts ensure that they have paid the \$25.00 annual dues by utilizing the form on the [www.ibsom.org](http://www.ibsom.org) Web site.

**MOTION:** Jean Ramseyer moved to accept the Treasurer's report as presented. Lynne Nagy supported the motion. Motion passed.

**New IBSOM Web Master:**

Kyle Herm is the new IBSOM Web Master and can be reached at [KHerm@portageps.org](mailto:KHerm@portageps.org)

- Dr. Perry would like to add a calendar to our site, which all IBSOM members could access and share (i.e. Google Calendar).
- Dr. Perry suggested adding school visitations to the calendar (i.e. specific school teams visiting other districts). Sarah Fairman advised that districts use a Disclaimer Form, which

outlines expectations for visiting teams so that they understand what to expect and what not to expect (i.e. copies of unit plans, taking pictures of students, etc.).

- Fairman’s Disclaimer Form will be posted on the IBSOM Web site.
- Fairman advised that, when a district has an authorization visit, not to fret about the “Matters to Address” in the final report because it does allow you wait-time to fully implement all components.

**Request for Support for the General Meeting:**

- Airfare for Regional Directors Meeting:  
Dr. Perry polled the IBSOM membership for their interest in supporting an annual air fare, up to \$500, to attend the Regional Directors Meeting. Members discussed the importance of IBSOM representation at the meeting and endorsed the expenditure.

**MOTION:** Lynne Nagy moved to allow and IBSOM expenditure, up to \$500, to allow Dr. Perry to attend the Regional Directors Meeting. Sandy Terbrack supported the motion. Motion passed.

- Sponsorship:  
Members agreed that an annual, financial contribution by IBSOM toward the National Annual Meeting is an appropriate expenditure.

**MOTION:** Suzy O’Hara moved that the IBSOM Association will be a sponsor for the Annual Meeting in Miami, Florida. Brenda Kambakhsh supported the motion. Motion passed.

**Future Symposia & General Meeting Dates/Locations:**

1. April 19, 2010 Symposium @ Macomb ISD:
  - Plenary = Yong Zhao or Dr. Perry and Bert Okma’s lesson as a Round Table Session
  - PYP Introductory Session = Sally Dunlop, Robin Long, Karen Rater
  - MYP Introductory Session = Suzy O’ Hara
  - DP Introductory Session = Sandy Terbrack, Amy, Lynne Nagy
  - PYP Content-Specific Session = Jean Ramseyer (contacting Linda Carlson)
  - Timeline: By February 1, 2010, IBSOM will have program descriptions and presenters for the April 19, 2010 Symposium finalized.
  - All W-9 biographies go directly to Denise Bresson.
  - Bresson will send the template to Suzy O’Hara.
  - MYP Content-Specific Session = Building Inquiry
  - DP Content-Specific Session = History tailored to Michigan Merit Curriculum, Mathematics, any subject as related to Theory of Knowledge.
  - Administrator Session.
2. April 20, 2010 General Membership Meeting @ Macomb ISD
3. November 8, 2010 Symposium @ Macomb ISD
4. November 9, 2010 General Membership Meeting @ Macomb ISD

### **Career Certificate:**

Lynne Nagy explained a new opportunity for a Career Certificate at the DP level by subject area. They're taking the DP, looking at where the holes are, and adding it to the MYP. A Career Certificate opportunity for students is now available. Contact Lynne for details.

Schools may apply to be a pilot school by contacting Gloria McDowell. They chose Language B due to students having to be fluent in two languages and internationalism concerns.

### **Process for Awarding Scholarships:**

An Executive Board Meeting is tentatively planned for March 5, 2010 from 1 PM – 4 PM at Webber's Inn, Ann Arbor, Michigan. Board members will discuss this topic in further detail at that time.

### **IBSOM Homework:**

Dr. Perry advised that IBSOM must address three specific goals from the IB Regional Directors Meeting. Directors are requesting that all regional associations identify specific goals. This assignment was discussed at a recent meeting of the Georgia Association of IB World Schools.

**Goal #1:** Please identify the two highest priority issues in regards to government and university recognition of IB programs. Be as specific as possible. IB Regional Directors will be using these to develop Action Plans for 2010.

Priority #1: Host a Legislative Luncheon to inform government officials of IB.

Priority #2: Suggest that IB schools be excluded from EDYES! State reporting. Educate the Office of Education Assessment & Accountability (OEAA) about the redundancy of state reporting tools and that streamlining is necessary (i.e. EDYES!, NCA, IB).

**Goal #2:** List two universities, in your jurisdiction, which need to improve their IB recognition.

University #1: University of Michigan

University #2: Michigan State University

NOTE: We're specifically interested in pursuing credit for SL courses.

**Goal #3:** If you had to pick one thing that you think your association does particularly well, what would it be?

We are great at supporting each other, informing, and growing a program through hosting five bi-annual, affordable symposia. Our association also serves as an outstanding IB Coordinator support group.

**Other:**

Sandy Terbrack advised that her district did receive the free and reduced grant money, as confirmed by Sam Sinacropi, for the full amount for every free and reduced lunch (eligible) student who took a DP exam.

Sally Dunlop advocated for districts being able to utilize Title II A Grant funding for IB training, as it has been a challenging endeavor in the past.

Dr. Perry adjourned the meeting at 11:29 AM.

Respectfully submitted,

*Susan M. Wooden*

Susan M. Wooden, Secretary  
IBSOM, an Association of International Baccalaureate World Schools