



# Ohio IB Annual General Meeting

12 FEBRUARY 2019 / 9:30 AM / The Graf Center

## Welcome

Handouts:

1. List of Ohio IB Schools
2. Ohio IB Candidate Schools
3. IB Relationship Managers
4. Minutes from Spring 2018
5. Diploma Schools: Stickers for College Fairs “Ask me about IB”

## Approval of Agenda

Fred Myers, Approved  
Lady, Seconded

## Greetings

- All attendees introduced themselves. We have 2 new IB schools become authorized.

## Guest Speaker

Iris Lazarus, IBWS Manager (US Public Schools)

- [Iris.Lazarus@ibo.org](mailto:Iris.Lazarus@ibo.org)
  - 10 states: The Ohio Rep
  - 301-202-3084
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- She is one of 5 managers that help US public schools.
  - IBWS departed in March 2017 due to realization that schools need extra support. They are charged to help schools to achieve optimum teacher and learning in the IB program.
  - Areas of Support
    - Effective and efficient service and support (after authorization)
    - Communication and resources (help with promotion of program)
    - Sharing best practice and supporting school improvement.
    - Evaluation support:
      - Post-authorization welcome
      - Pre-evaluation webinars and FAQs
      - Advice to ensure schools derive maximum benefit
      - Tailored advice and support on evaluation outcome (specific to the context of your school)
      - Supporting schools with Matters to be Addressed (attention to the details)
  - First point of contact for “technical” issues: [support@ibo.org](mailto:support@ibo.org)
  - Program implementation questions go to IBWS Manager
  - Other Resources
    - IB Website
    - My IB and MySchool



- Online Communities
  - Heads Engage (Administrators)
  - Programme Communities (Administrators, Coordinators, Teachers)
  - IBEN Engage
- Programme Resource Center (PRC)
- Essential Resources: Public Website
  - IB in Practice
  - Subject Briefs & Resource Library
  - Research Findings
  - Programme Information
  - PD Opportunities
  - Digital Toolkit
  - Blogs
  - Meeting PD Requirements
  - Webinars (IBWS Webinar Page)
- Why Evaluation?
  - Revisit the mission and philosophy
  - Gather multiple perspectives
  - Develop an elevator pitch
  - Identify areas requiring improvement
  - Review the schools' action plan
  - Sustain the programme
- Programme Development
  - Start the review process as soon as you are authorized.
  - Cycle of Programme Development:
    - Self-Study Process
    - School visit
    - Report from the IB
    - Refinement of action plan
- PS&P: Standards and Practices have to be in place for evaluation (42 total)
  - Section A: Philosophy
  - Section B: Organization
  - Section C: Curriculum
- New Programme Standards and Practices
  - Culture
  - Environment
  - Learning
  - Purpose
- Major Changes in Program Standards and Practices (PS&P)
  - Reduction from 74-42 categories
  - Emphasis on access and inclusion for all programmes
  - A strengthened and more expansive approach to academic integrity
  - Simplified, coherent requirements for continuum schools
  - The alignment of requirements across programmes, with consistent terminology
  - Revised practices, strengthen the role of libraries and media centres.
  - Growth-oriented mindset
- Future Research Activities
  - User experience testing with a range of practitioners



- Feedback and trial of developmental framework, content and process with IB practitioners and internal staff
- PD and training for IB educators
- Development of digital system for authorization and beyond
- There will be a new online system for the new Standards and Practices
- Standards -> Practices -> Requirements -> Specifications (pyp 10/2018 and MYP/DP/CYP March 2019)
  - Where to find it: IB Programme Resources (Program Resource Center)
- Evaluation Types:
  - Single Programme Evaluation
  - Multi-Programme Evaluation
  - Continuum Evaluation
  - Synchronized Evaluation
  - Trying to find ways for DP schools that have a multi-programme evaluation while saving cost
- IB Teams Supporting Evaluation
  - IBEN Team
    - Recruits IB educators to participate as Team Leader or Team Member. Provide initial and advanced training for IBEN Roles
  - School Delivery Team
    - Provides logistical support for schools undergoing programme evaluation
    - Provides support in accessing IB Docs (new system will be used) and the feedback software to educators and schools
    - schooldelivery@ibo.org
  - IBWS
    - Manager provides programme implementation guidance and support
    - Reviews and finalizes the evaluation report, with assistance from an IB Lead Educator
    - Provides follow up support after the report is returned.
      - Meeting scheduled with the Head of School and Coordinator
- Programme Resource Centre
  - Standards & Practices Guide
  - From Principles to Practice Guide
  - Rules
  - Assessment Procedures Guides
  - TSM & Curriculum Materials
  - Self-study questionnaire
  - Approaches to teaching and learning ATL
  - New Suite of Program Supports is in the works
- Self-Study Process
  - Action Plan (starting point)
  - Self-study questionnaire and supporting evidence
  - Documents to upload-policies, curriculum (unit plans), etc. (involve all stakeholders) \* DP does not need to submit course outlines but you can...(at some point they will ask for this)
  - PD requirements
  - Recommendations from previous report



- How many months prior to evaluation deadline should my school start working on self-study process?
  - Start as early as right after the evaluation report has been printed by the IB
- Discuss the following:
  - Where is your action plan?
  - How often do you refer to the plan?
  - How are people held accountable?
  - Is it aligned with state/district priorities?-this is a major one! Central Office should be aware and it aligns with their initiatives.
  - Do you feel like it's useful?
  - How well do action plan align with school improvement plan?
    - How can you marry your school initiatives and action plans?
- When will the new action plan be available?
- Self-Study questionnaire
  - How early should section C (curriculum/teaching/learning) be provided to the teachers?
    - As soon as you are finished with the old one
    - Each year focus on a new part - shorter chunks for teachers to focus on to keep reviewing
    - Mini-review each year then end of year one big meeting to talk about findings
  - Assign appropriate sections of the self-study questionnaire to different stakeholders for completion and reflections
  - Consolidate the findings
  - Schedule a final meeting (with all teachers or IBLT) prior to the evaluation visit to ensure that everyone is on the same page
- Involving all stakeholders - an opportunity to create ownership
  - Quantitative and qualitative/formal and informal
  - Surveys to stakeholders
  - Focus groups with stakeholders
  - Central office
  - Student feedback
  - Parent involvement
- Engaging your students: How do you engage students?
  - Reflect and understand student experiences...from the students' points of view
  - Student panels (share with other students the experience and value, while in the program and the success at the post-secondary level, utilize during recruitment period)
  - Involve your school community in the conversation-education opportunities for parents-i.e. Open House/Parent Night, Curriculum/Articulation night, etc.
- Policies
  - Admission policy (DP/CP)
  - Language Policy
  - Inclusion/special educational needs (MYP/DP/CP)
  - Assessment policy
  - Academic honesty policy
- Questions to ask:



- Aligned with IB requirements
- Communicated to teachers, parents and students
- Written as a community, and revised regularly
- Delegated responsibilities-did you form committees?
  - It is the work of teachers so they should be involved in the writing of these policies
  - Assign leaders for different policies and allow those leaders to build a team to create a policy
- Professional Development
  - Meeting PD requirements
  - Guide to programme evaluation - for use from January
  - Have you heard of NanoPD?
  - What are other ways of ensuring professional growth?
  - Have you looked at the schedule of Resources to use during coordinator led PD sessions
    - What are some ideas for embedding PD into your meetings
      - Use the PRC for resources to embed
      - ATL specific training
      - Review of curriculum documents
      - NanoPD - bite sized videos
  - How to use the recommendations from a previous report
    - Have you looked at the recommendations of the previous report?
    - How do you think those helped in developing the programme?
    - When and how were you able to develop those areas? (create a document to track when you were able to make improvements)
    - IF YOU DO NOT AGREE WITH RECOMMENDATIONS - talk with IBWS Manager
  - Evaluation Visit
    - School delivery team informs the school about the visiting team
    - Coordinator and Team leader finalize the agenda
    - School visit takes place (typically 2 day visit)
    - Exit Interview
    - Do all programmes receive a visit?
      - Currently only 10% of DP school receive a visit
  - How long would it take you to complete the self-study process?
    - A couple of years
    - Having a parents associations is really helpful - IB Boosters group
      - Enrichment opportunities
      - Bringing in visitors and presenters
      - Organize trips for students to take
      - Celebrating our students - accomplishments and recognition
      - Includes parents of any students that are course candidates
      - Take lead on CAS project
    - Self-study entails: questionnaire has to be completed (by as many people as possible), which can be revisited by the teachers, teachers have discussions about the Section C standards and what they look like as in the classroom



- Start an IBLT with one teacher from each of the subject areas to have discussions
    - Policy documents assigned to various teams that are then updated yearly
    - Always be updating the action plan each year - make it a part of the school culture
  - Questions to ask faculty: Inquiry Based
    - Benchmarking: How are we doing? Are we sure? Compare current state to ideal state. What biases are limiting our thinking?
    - Planning: What resources are we going to need? What constraints have to overcome? What are our next steps? What might be unintended consequences of our plan?
    - Goal setting: Where do we want to get to? What do we want to look like? What experience do we want our students to have?
    - Diagnosis: What data can we look at? What data are we missing? What went wrong? What went right? What is interesting?
  - Evaluation: The Report
    - Based only on IB Standards and Practices
    - Written By IB Educators
    - Submitted to IBWS Manager for review
    - KEY TERMS:
      - Observations and findings
      - Commendation (Share with students, parents, staff)
      - Recommendation (share with community)
      - Matters to be addressed (should be included in our School Improvement Plan)
  - Post Evaluation Steps
    - Report is shared with the school
    - Meeting with the coordinator and head of the schools
    - Review of action plan-programme Development: Self-Study Process/School visit/Report from the IB/REfinement of action plan (continuous cycle)
  - Program Updates
    - PYP Enhancements
      - Greater flexibility with the POI, planner and the Exhibition
      - Aligned to the MYP, DP and CP
      - Focus on Student Agency-voice, choice and ownership of learning
      - Quick Reminders
        - Have you registered for the “Building for the future” workshop?
          - Deadline: December 31, 2021
        - Share your feedback/ask questions on social media and programme communities
        - Did you know updates have been made to the resources available in the PRC?
          - Self-study questionnaire
          - Scope and sequence documents
        - Have you watched “Getting practical with PLanning’ (webinar)?
        - Have you checked the new updates including the new action graphics?



- Subscribe to “IB in Practice”
- Coming soon
  - Programme Resource updates- March 2019
  - Face to Face New Workshops-March 2019
  - Online-May 2019
  - Additional Webinars-April 2019, June 2019 and October 2019
- PYP Evaluation: Beginning with evals visits in August 2019, PYP evaluation reports for IB World Schools will NOT identify matters to be addressed: \*\*See Powerpoint or find the Transition Guide online
- MYP Enhancements:
  - MYP Curriculum Development: First teaching of new syllabus (\*\*see Powerpoint)
  - Language Acquisition:
    - Publication of guide and teacher support material focuses on formative assessment available 2020
  - Building Quality Curriculum: registration is compulsory all MYP schools (unless doing e-assessment)
    - Deadlines: Dec 5, April 5 and August 5
    - See powerpoint for useful links (ibo.org: MYP Building Quality Curriculum BQC and Coordinator Curriculum Materials)
- DP/CP Enhancements:
  - Curriculum Updates/New Guides available on PRC
    - Language A: Literature (2021)
    - Language A: Language and Literature (2021)-HL and SL
    - Mathematics: Analysis and Approaches (2021)-HL and SL
    - Mathematics: Application and Interpretation (2021)-HL and SL
    - Resources available on PRC
  - Mathematics - first new teaching is August 2019
    - Final assessments for current curriculum will be November 2020.
    - See powerpoint for guidance on who can do the courses
    - Tools comparing the two courses in Powerpoint
    - See guide for changes to the assessments
  - Alumni Network: Invite your graduates to join the IB Alumni Network
    - IB Blog provides additional info/resources
    - [ibo.org/programme-stories](http://ibo.org/programme-stories)
    - [alumni.relations@ibo.org](mailto:alumni.relations@ibo.org) for help with ideas
  - DP curriculum Development
    - Economics-2020
    - Music-2020
    - TOK-2020
    - Classical Languages-2021
    - Business Management-2021
    - ITGS(digital society)-2021
    - Biology-2021
    - Chemistry-2021
    - Chemistry-2021
    - Computer Science-2021
    - Physics-2021



- Dance-2021
- CP Curriculum
  - Reflective Project - 2023
  - Service Learning - 2023
  - Language Development - 2023
  - Personal and Professional Skills - 2023
  - CP Educators: with the rapid growth of the CP we invite experienced coordinators/administrators in CP schools to apply to become consultants and site visitors
  - Reflective Project Coordinators:
    - IB is looking for reflective project coordinators/teachers
- Programme Development Areas Requiring Leadership
  - MYP Projects-achieving the AIMS of the projects as a whole school community
  - Leading a school through the transition to the Enhanced PYP especially the centrality of agency in the programme
  - Increasing participation in a cP/DP school and /or moving from a school with an IB program to becoming an IB School.

## Business Meeting

- Approval of Minutes from September 2018 meeting
  - Judith Harrison, Approved
  - Jen Victor, Second
- Meeting Minutes
  - Executive Board remains the same
    - James Velo is retiring but will remain as Treasurer and other items.
- Executive Report Out
  - John Moore
    - Ran a fantastic fall conference
    - Michigan offer to attend Mathematics Training
    - Do we want to entertain a conference similar to Shaker Heights Conference this year? Every year? Every other year?
    - Darren has offered to utilize his school
  - Amy Brodsky
    - On maternity leave
  - Eric Bringardner
    - Student scholarship is going away
    - PYP/MYP Book Awards are ready to go out
    - PYP 250\$ to one school
    - MYP 250\$ share among several students at one school
    - \$1,000 scholarship for Diploma Students is ready to distribute
      - Show receipt of purchase of laptop or textbook materials
    - Professional Development Scholarship: open to all -Sheila won the scholarship for her building.
      - Coordinator randomly chosen to get the scholarship to send a teacher to one of the meetings
      - 1500 travel fund





- Local and reasonable
  - Turn in all receipts to Jim Velo - Food and Hotel
  - Same stipulations as local district travel regulations
  - If they go, they would then offer a round table for the Ohio IB Community
  - We've had the same level of scholarship/book awards for a while and we can afford more - talk within groups and come up with proposal for new amounts and structures.
- James Velo, Treasurer
  - Balances for Checking and Money Market
  - Invoices available for past due balances
- Darren McGarvey
  - Constant Contact: please add email if not getting constant contact
  - Remind or Group Me? If you have that, you will be signed up for text alerts
  - Visual Arts Roundtable: have all of the materials and will return next fall if possible?
  - Ohio IB Schools link on the Ohio IB Website: please update your information on website by sending him an email.
  - Ohio IB Twitter: please send info you would like promoted on twitter to
- Cynthia Ballheim, President, Updates
  - April 26, 2018 Next Meeting Date
  - Plan for next year
  - What do we want to do?
  - What type of speakers?
  - Who is visiting for our Annual General Meeting
  - What ideas to put forward?
  - Certificates of Completion for Attendance (CEU proposal for your district)
- PYP/MYP/DP/CP Meetings
  - Awards Structure
  - Speakers for the future
  - Do we want another workshop? How often?
  - EF Trip for IB Students?
- PYP
  - Chris Overhoff in
    - \$1000/day
    - Book for the fall
  - Roundtable in the Fall
  - Northeast Ohio(Cleveland Area)
  - Want clarification for book award - What is it? How does it work? What is the prompt?
    - Application is a form - coordinator filled it out usually
      - 3 learner profile attributes, students wrote how the exhibit them then teacher wrote how they have seen these attributes
    - \$250 could be for teachers also so they can buy materials - try to get more teachers to apply
    - Should it be teacher driven?
    - Does someone want to be the point person?
    - Teacher's could submit related to a unit and how it would benefit the unit
  - April 15 coordinators for PYP are going to get together to plan the events for next year



- Instead of coming to this meeting April 26
- Notes will be sent
- MYP Planning Meeting
  - EF Trip( 6 schools to maybe pull from them all)
    - Would Ohio IB be able to sponsor a student?
  - Similar wonderings about book awards
  - Every other year to offer big conference
  - How to set up Roundtable for MYP
    - Come to the April 26th to determine/plan for one in the fall?
- DP/CP Planning Meeting
  - Field Trip: April 22-26 Worthington Kilbourne
    - Visitors from Rwanda, to celebrate the 25 anniversary of the end to the war
    - Arts and Crafts to display and sell
    - Orphan during the war and growing up in post war society
    - Flying directly from Rwanda to Columbus
    - Wed April, 24 or 25 for Ohio IB and cost is in progress
    - Title and Time is also in the works: 11-1:30 p.m.
    - Areas need to team up so they can do things in their area
    - Propose a speaker to Ohio IB if you would like a speaker to come to your school?  
Rationale, costs and focus
  - Math Roundtable at Graff on April 4, 2019
    - Math teachers to get together and talk about the changes in the curriculum
    - Susan Rhine(?) from Oxford because her resources will be available
    - Trying to get a presenter because they are busy
  - April 26, Planning Meeting here at the Graff Center to plan for the upcoming year.
  - Sara Wilson, ODE Contact
    - Ohio Honors Diploma, what was wrong with it?
    - Has moved on to legal department to change it (removal of 2 languages)
    - Redo the process for getting EMIS numbers to add new courses
    - EMIS code to give a code for CAS/EE
      - CAS cannot give a grade(completion grade only)
      - EE as part of English or TOK or separate class
      - Advanced Research course?
    - Meeting with Wilson is in the works
    - Honors Diploma is the CAS component
    - Field Experience is the CAS component
    - Computer Science needs to be coded as a lab course(previous math course)
    - Maybe she can come for the Fall 2019 meeting
    - Math Codes are in the works.
  - Westerville South
    - Health and Well-being for Students
      - Maria Hersey, doctorate on students
      - Has done a workshop for Colorado students
      - She is preparing this for our April meeting
      - One or Two day event that helps students survive the program
  - Visual Arts Cancel (never happened before)
    - She has been paid.
    - She has sent all her materials



- Do we charge the attendees or no?
  - Can we charge them?
  - Virtual meeting?
  - Could we reimburse if not?
  - Webinar and materials they pay
  - If not, they get their money back and no charge.
  - Do we have her back or not next fall?
- \$1000 scholarship for a student
  - Do we want it to be more?
  - Google Form application process
  - 2- \$1000 scholarships
  - Due March 15
  - Info will go out immediately
- Do we want to try and run another conference?
  - Next year or every other year thing?
  - Do we do spring or fall?
  - Need all PYP/MYP and DP to fill the requirements
- International Connections
  - Get in touch with
  - Flyer to join in the initiative
- Gifted Training Roundtable
  - Do we want this?
  - Let us know if you know anyone
- TOK
  - 2 different museums regarding framework and they planned wonderful activities for students
    - History Museum-history students-day ready to go for anyone wanting to do this 8-2:30 p.m.
      - World War II -using primary sources depending on which perspective
      - Natural History Part of Museum-deciding if something is a credible fact of knowledge-students classify
      - Katie Poole Unit Manager, Ohio History Connection 614-297-2357  
kpoole@ohiohistory.org
    - Museum of Art
      - Creativity
    - These are used as out of your head/high stress relief time
  - Should we meet as an Ohio IB and get an activity together?
    - OSU contact information to get resources sharing to local libraries
    - CAHS OSU Philosophy Student Engagement
      - Julia Jorati, OSU Philosophy Department: jorati.1@osu.edu
  - CAS Trip/Service Learning
    - EF Tours
  - EF Tour Collaboration Trips
    - Do we want to do this?
  - Volunteer Collaboration Trips
    - Mid Ohio Food Bank?
      - Hunger Dinner-guest speaker



- High End
- Middle Class
- Low End
- OXFAM.org resource
- Hygiene Products are not given..so this would be a good way to donate
- Pet food-not provided either

Motion to Adjourn  
Karen moved it



## Collaboration Meeting Reports

**Primary Years Programme**

**Middle Years Programme**

- Can

**Diploma Programme**

- N