**DP meeting**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Meeting Date:** 15 April 2014 | | | **Meeting Time:** 3:15-4:14 | |
| **Members Present:** | | | **Members Absent:**  BGrinnell, SSeip, JDeneka, SEddy, KDrehmer, MSimons | |
| **AGENDA**  ***What*** we will accomplish | **TIME** | **DECISIONS/ACTION ITEMS/NOTES**  , | | **NEXT STEPS**  ***Who*** will do ***what***, and ***when*** |
| Internal Assessment Update: | 5minutes | Any remaining/outstanding IA samples should be delivered to KGR ASAP | |  |
| Exams: schedules, locations, mailings for students, bussing, etc. | 8minutes | Handouts:  Exam schedule  Bussing/Invigilator Schedule  Teacher responsibilities (checklists) | |  |
| Resources for DP staff | 5minutes | <http://ibatcpp.weebly.com>  <http://ibatcppfaculty.weebly.com>  L Drive: L:\IB Diploma Program | | What would you like to see? |
| Remaining Meetings  2014-2015 | 5minutes | Wednesday June 3rd—subject ATL in the DP (1hour...@ least)  June 2nd—DP celebration, HS Theater | |  |
| Meetings 2015-2016 (3:15-4:14PM… standard) | 5minutes | Wednesday: September 16th  Tuesday: November 10th  Wednesday: January 13th  Tuesday: March 15th | |  |
| Updates pre-2015-16 | 5minutes | ATL in the DP—conference and updates (where/how)  Checklists (registration, etc.) | |  |
| Textbooks: for updated courses/new courses | 5minuntes | Form… | |  |

|  |  |
| --- | --- |
| **Suggested Future Agenda Items:** | **Date/Time of Next Meeting:** |