**Primary Coordinators Meeting Minutes**

**October 14, 2022**

**Westin Hotel – Austin, Texas**

1. **Administrators & Coordinators attending**

The Bare Necessities project continues at simplebarenecessities.org

Discussion of virtual vs face to face meetings in the future.

* Several options were discussed – if the meeting were to be F2F it was brought up that the Saturday meeting after the administrator/coordinator meeting could possibly be combined with a Roundtable Grant at that location to be held the next day at a local school instead of an additional date. This would allow for persons to stay longer as in the past and get more after traveling to the location, but doesn’t add another separate date for travelling. Another suggestion was to hold a “mixer” after the meetings on Friday so that persons could benefit from meeting with others – even if it was informal. This was often done in the past as A/C stayed for Saturday and others came in for the Saturday session.
* The spring meeting WILL be virtual – format not set – similar to those held previously with Toddle.
* One popular idea was holding local watch parties around the state for the virtual meeting. This could include a tour of the host school and discussion – possibly a lunch option. If there is no “speaker” from IBA or TIBS for the PYP breakout Admin/Coord. meetings, recommendation for breakout groups of topics to be collected in advance.
* Speakers – Dr. Joe Sanfilippo was mentioned as an example of a speaker that was appreciated – others OK if connected and helpful – otherwise some felt keynotes were not necessary unless updates from IB and then they should be program specific if at all possible. The possibility of “podcasts” was brought up as a venue for presenters.
* Discussed the practice of rotation of board meetings between Austin/Houston/Dallas and the issues of each with participants mostly attending from that particular area. There was mention of how high attendee numbers have been in the virtual meeting and the importance of accessibility to persons in all areas of the state.
* Discussed collecting data for breakout group discussions or topics to be presented on or talked about and that it can be done through email as in the past – but there were few responses to the requests. If done this way, coordinators would need to respond to requests for topics – which would help plan for the coordinators meeting. (This fall meeting we expected to have a speaker from the IB organization.)
* Other options were discussed such as a Google site or other platforms for information and sharing. This would need to be considered after closely looking at who would “volunteer” to manage the site; any associated costs; the concern for upkeep of information; the concern of possibly incorrect information being addressed; and concerns for legalities. Karen Phillips briefly discussed this as TIBS has had to address issues in the past.
* Discussion of Saturday Seminars for the future (those held the day after the board and admin/coordinator sessions in the past). This included returning to the practice of having IBEN members do official Saturday presentations and receiving GT credit for those hours.
* Discussed possibility of connecting this practice to area Roundtable grants. Discussed through the lens of the Nov. 5 Central Texas Area Roundtable – who was coming and why, topics, etc. Also discussed the practice of the Roundtables being held in other areas of the state, but it was mentioned that this is dependent upon schools/coordinators turning in an application to hold the Roundtables and also the work that goes into putting these together.
* We will see if we can try out some suggestions for the February virtual meeting and then ask for feedback. Watch for correspondence regarding topics!