

Minutes of 30 November 2015
 FLIBS Executive Board Meeting

Board members present	<ul style="list-style-type: none"> • Darrick Buettner • Ralph Cline* • Nicole Deuter • Dru Gainey • Holly Gerlach • Jana Hartley • David LaRosa • Maria Lehman • Mario Mendoza • Mary Kanter • Jan Patterson • Pam Stewart* • Colleen Wade • Joe Williams <p>*non-voting members</p>
Announcements	None
Guests	Karen Brown, John Cerra, Rosie Browning, Joan Becker, Roger Tangney
Topic	Action
Call to order	President Darrick Buettner, 8.00am, 30 November 2015
Quorum	12 of 15 voting members being present, a quorum was declared
Consent agenda	<p>Minutes from 17 September 2015 Board meeting Amendments and editions were made. <i>Moved: LaRosa</i> <i>Seconded: Williams</i> <i>Approved as amended: Without dissent</i></p> <p>Meeting Preparation schedule was explained in detail. ED mentioned that having a detailed agenda on the website early is helpful to schools who wish to attend the quarterly meetings.</p> <p>President inquired about the word “risk” in the Executive Director’s Report regarding the new September workshop. ED explained that it was a new type of workshop at a new time (during hurricane season)—so if poor attendance occurs, it might have an adverse financial effect on FLIBS finances.</p> <p>Provisé statement was presented. <i>Consent agenda approved without dissent</i></p>
Conflict of interest	Forms were submitted and signed by all present voting Board members. No conflicts of interest were reported.

Apologies: David Flanigan, Jonathan Gerlach, Alan Hamacher

<p>Lobbyist and Government Liaison Reports</p>	<p>John Cerra reported on developments <i>vis a vis</i> education in the Florida Legislature. Overall education funding recommendations are up for this year, although the budget has not yet been adopted. John noted that the balance of finding has shifted from state funding to local funding. He mentioned that an increase in ESE funding has been recommended. He discussed a recurring attempt to dismantle district school boards; he does not feel that this proposal has a future. AICE initiatives were discussed in detail.</p> <p>Karen Brown: Workshop Report</p> <ul style="list-style-type: none"> • 759 registrants for December’s DP training (following this quarterly); largest workshop ever • Increase in class sizes has been negotiated with IBA. We’ll see in this workshop how the larger classes work before instituting them in subsequent workshops. • 103 registrants for May’s PYP/MYP workshops already. • Only September workshop is not open for registration because we are still in negotiation with IBA for final subject list. 8 Career Programme sections will be balanced with 4 MYP and 4 PYP sessions. Karen is negotiating with IBA for a 5th MYP and 5th PYP—in order to have an FR for each programme and to increase the TradeWinds meeting room bloc. • 120 iterations for 2016 (+27 iterations over 2015) • IBA’s <i>per capita</i> rates for next two years: \$255 for 2016 and \$260 for 2017. IBA’s new policy of giving us two-year rates also guarantees us a certain number of iterations for both years. • Leadership training will be offered December 2016. This is training for emerging leaders as well as current leaders. • She discussed the possibility of our instituting an early and a late registration fee level. We would need to make this possible on our website before we could institute it. • IBA in 2016 will begin outsourcing on-site training, and FLIBS plans to be a big part of that type of professional development. <p>Karen Brown: Government Liaison Report</p> <ul style="list-style-type: none"> • Narrative for Course Code Directory is due this week. • Controversy with State University System regarding what courses are considered Core. Some of our courses have been named “Electives.” Karen is working on this. • Gordon Rule word counts <i>vis a vis</i> University of Florida rules were discussed. Credit by exam should obviate this problem. Pam Stewart will see if she can enlist the help of the Higher Ed Chancellor in this problem.
<p>Finance report</p>	<p>Rosie Browning presented the income and expenditures so far <i>vis a vis</i> the budget. We have earned 28% of our projected earnings and have spent 5% of our projected expenditures. Only 3 schools owe us money at this point. She feels that we are on point to meet our budget this year.</p>

	<p>Board was presented with the completed IRS 990 filing and the end of 2014-15 financial statements and informed that law requires the Board to understand and to approve the 990. (Board members had received both two weeks prior electronically.) ED pointed out that approximately 5% of income was spent on management of the organization: a very low percentage. Non-profits are expected to be below 15% for management expenditures.</p> <p><i>Moved: Patterson</i> <i>Seconded: Deuter</i> <i>Carried: Without dissent</i></p>
Legal Matters	<p>Ms Harris arrived at mediation hearing 45 minutes late on 11/24/15—too late to mediate but early enough to escape a contempt of court charge. ED informed Board that the deadline for our last offer was end of day Monday 11-30-15. [ED learned after the meeting: Complainant was given an offer, refused it, and did not make a counter offer. Thus, the issue will be litigated, and both sides will begin soon preparing discovery. ED discussed complainant’s 4 allegations and FLIBS’ responses.]</p>
Personnel Committee items to review	<p>Since personnel matters were discussed, ED left the meeting for this discussion. Board President mentioned that Personnel Committee will not take actions but will make recommendations to the Board for their action. President was seeking advice from Board before Personnel Committee met. Board went into executive session for approximately 30 minutes. Upon returning to regular session, the Board requested growth data from the ED regarding hours worked, growth in the organization, salaries of FLIBS employees, etc.</p>
Workshop Manager Emeritus	<p>Board voted to invite Don and Karen Driskell to attend FLIBS functions (workshops and quarterlies) indefinitely at FLIBS’ expense.</p> <p><i>Moved: Kanter</i> <i>Seconded: Patterson</i> <i>Carried: Without dissent</i></p>
Annual Round Tables (special quarterly meetings)	<p>Board discussed ways to make special invitations to meetings (<i>e.g.</i>, Heads of Schools, Counselors, ToK Teachers) fit a more regular pattern and to decide who makes the decision to have such special meetings.</p> <p>Motion was made to invite Heads of Schools to December 2016 quarterly meeting. <i>Moved: Kanter</i> <i>Seconded: Lehman</i> <i>Carried: Without dissent</i></p> <p>Motion to budget \$7,000 for this activity was made. <i>Moved: Mendoza</i> <i>Seconded: H Gerlach</i> <i>Carried: Without dissent</i></p> <p>Discussion ensued concerning who has responsibility to plan the December 2016 Heads of School meeting. Motion was made to create an <i>ad hoc</i> committee made up of Heads of School and Coordinators to advise the Executive Board on possible programs for the December 2016 Heads of Schools meeting.</p>

	<p><i>Moved: Mendoza</i> <i>Seconded: Deuter</i> <i>Carried: Without dissent</i></p> <p>Volunteered for the committee: Jana Hartley, Mario Mendoza, Dru Gainey, Holly Gerlach, David LaRosa, Maria Lehman. ED to set aside meeting time and room the evening before the Board meeting (Wednesday 24 February 2016 6.30pm-7.30pm).</p>
<p>Dues for Career Programmes</p>	<p>Discussion centered on whether separate dues should or could be charged for Career Programme schools.</p> <p>Discussion centered on the fact that separate dues should earn the Career Programme its own programme board and representation on the Executive Board.</p> <p>Motion was made to forgo charging Career Programmes dues during school years 2015-16 and 2016-17.</p> <p><i>Moved: Lehman</i> <i>Seconded: Williams</i> <i>Carried: Without dissent</i></p> <p>Board instructed ED to provide separate meeting time for Career Programmes at quarterly meetings.</p>
<p>FLIBS teacher grants</p>	<p>Joan Becker, Chair of the Grants Committee, made a presentation and provided the Board historical data concerning number, type and amounts of grants. 23 total grants: 5 to PYP (22%); 12 to MYP (52%); 6 to DP (26%). She shared the newly-improved grant forms, and ED showed the Board the applications' location on the FLIBS website. Grants once were keyed only to Learner Profile. Now, Approaches To Learning and International-mindedness have been added. She mentioned that the Committee would like to add one more PYP member and 2 more MYP members.</p>
<p>FLIBS Scholarships</p>	<p>Roger Tangney, Chair of the Scholarships Committee, made a presentation regarding FLIBS scholarships. Three tiers (\$5,000; \$2,500; \$1,000), split pretty much evenly between Need- and Merit-based. Discussion included better ways of publicizing scholarship winners. The Board also discussed the best date to award the scholarships. ED mentioned to the Board the possibility of a named scholarship (money provided by a corporate sponsor in return for our publicizing their generosity). <i>Take Stock in Children</i> was discussed. Deep discussion followed of equity between programmes in money disbursed to students and teachers.</p>

<p>From the discussion of grants and scholarships, these questions arise for consideration by the Board on 25 February 2016</p>	<ul style="list-style-type: none"> • Do we want to shift money from scholarships to grants? • Do we want to direct more money to grants? • Do we want to institute grants to MYP and PYP students (via their schools) to increase equity? • What is our plan to foster recognition of IB? • Do we want to modify due dates for scholarships and grants?
<p>Adjournment at 1.00pm</p>	<p><i>Moved: Williams</i> <i>Seconded: Mendoza</i> <i>Carried: Without dissent</i></p>

Respectfully submitted
Ralph Cline, Executive Director
David LaRosa, Secretary
4 December 2015