

# **FLORIDA LEAGUE OF INTERNATIONAL BACCALAUREATE SCHOOLS PRIMARY YEARS PROGRAMME BY-LAWS**

## **ARTICLE I - NAME AND AUTHORITY**

Section 1. The name of this organization shall be the Florida League of International Baccalaureate Schools (FLIBS) Primary Years Programme (PYP).

Section 2. This organization shall be governed by the constitution and by-laws of the Florida League of International Baccalaureate Schools (FLIBS).

## **ARTICLE II - PURPOSE AND OBJECTIVES**

Section 1. The purpose of the Florida League of International Baccalaureate Schools PYP shall be the achievement of the IB mission for Florida students.

Section 2. The following objectives of FLIBS PYP are designed to achieve the purpose given in Section 1 of this article:

- a. To facilitate curriculum improvement and implementation by providing opportunities of networking for teachers, counselors, coordinators, and administrators.
- b. To facilitate opportunities for professional development and collaboration.
- c. To support and build capacity to increase PYP schools.
- d. To increase the number of IB sanctioned training in Florida.

## **ARTICLE III - MEMBERSHIP**

Section 1. Membership in the FLIBS is open to any public, private and parochial IB schools that have authorization status in the International Baccalaureate Americas organization (IBA).

Section 2. Non-voting membership is open to individuals and institutions with positive interests in PYP.

## **ARTICLE IV - DUES**

Section 1. Annual dues for member programs shall be paid by their institution as set by the constitution and by-laws of FLIBS.

## **ARTICLE V - VOTING PRIVILEGES**

Section 1. Each active, dues-paying authorized PYP school shall be entitled to one voting delegate.

## **ARTICLE VI - PYP BOARD**

Section 1. The elected PYP Board of FLIBS shall consist of a Chair, Chair Elect, a Communications/IBA Liaison, Secretary, and a Professional Development Coordinator. The Chair, Chair Elect, or Secretary shall be an administrator or coordinator from an authorized PYP school. Each term of office shall be 2 years.

Section 2. Board Members shall be nominated at the December meeting and elected at the June meeting each year. The term of office will begin at the September FLIBS meeting. PYP Board members are expected to attend all FLIBS PYP Board meetings. PYP Board members who serve on the FLIBS Executive Board are expected to attend all meetings or arrange a designee from the other PYP Board members to attend in his/her absence.

Section 3. A vacancy among any of the elected offices shall be filled by a board appointed nominee and voted on by the PYP membership until the next regular election.

Section 4. When possible, elected PYP board members shall be from different member schools. The three PYP Board members who serve on the FLIBS Executive Board shall be from different schools.

Section 5. For each position, the person receiving the most votes will assume that position on the Board. In the event of a tie, a runoff vote will be taken within two weeks.

## **ARTICLE VII - DUTIES OF THE PYP BOARD**

### **Section 1. The Chair**

- Serves on the FLIBS Executive and PYP Board.
- Shall attend all FLIBS Executive Meetings to represent and report to PYP for PYP.
- Primary communication contact between FLIBS and Florida PYP
- Facilitates FLIBS PYP principal and coordinators meetings

### **Section 2. Chair Elect**

- Serves on the FLIBS Executive and PYP Board.
- Shall attend all FLIBS Executive Meetings to represent and report to PYP for PYP.
- In absences of chair, facilitates Florida PYP principal and coordinators meetings.

### **Section 3. Secretary**

- Serves on the FLIBS Executive and PYP Board.
- Takes minutes of the FLIBS PYP Principals and Coordinators meetings and sends out to members and attendees within two weeks.
- Maintains a contact database of principals and coordinators of prospective, candidate and authorized schools.
- Takes attendance at all meetings.

### **Section 4. Communication/IBA Liaison**

- Responsible for communication and policy clarification between IBA and FLIBS PYP.
- Shares at FLIBS PYP board meetings all relevant IBA policies.
- Resource person for all prospective schools.

### **Section 5. Professional Development**

- Organizes and communicates FLIBS PYP collaboration opportunities.
- Contact for FLIBS sponsored IBA trainings.

## **ARTICLE VIII - MEETINGS**

Section 1. PYP FLIBS meetings will be held at a time and place that is determined by the FLIBS Executive Board.

Section 2. The PYP Board shall meet at all FLIBS meetings, after the FLIBS Executive Board meeting.

## **ARTICLE IX - QUORUM**

Section 1. A quorum for PYP meetings shall be those members present.

## **ARTICLE X - BY-LAWS**

Section 1. The PYP Board may provide such by-laws for the conduct of its business and the carrying out of its purposes, as it may deem necessary.

Section 2. Upon proper notice, the by-laws may be amended by a majority vote of the members of the PYP membership at any regular or special meeting called for that purpose.

Section 3. Changes in the by-laws may be proposed in writing by any member designee of the PYP membership in the regular meetings.

#### **ARTICLE XI - ACTIVITIES**

Section 1. All activities of the FLIBS PYP Membership shall be in support of the purpose and objectives indicated in Article II.

Section 2. No activities of the FLIBS PYP Memberships shall be in conflict with the purposes and policies of the International Baccalaureate Americas.

Section 3. No activities of the FLIBS PYP Memberships shall be in conflict with any policies of member schools, school districts, or the State Department of Education.

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