

Florida League of IB Schools
 13 September 2018 8.00am-1.00pm
 TradeWinds Resort, St Pete Beach, FL

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| Board members present | <ol style="list-style-type: none"> 1. Wanda Alvarado 2. Nicole Blackmon 3. John Burton 4. Krystal Culpepper 5. Alan Hamacher 6. Evelyn Hollen 7. Lynne Newsom 8. Anuj Saran 9. Jacob Oliva* 10. Pam Stewart 11. Royce Turner 12. Lisa Vicencio 13. Joe Williams 14. Ralph Cline* <p>*non-voting members</p> | <p>Apologies: Cheryl Gold (resigned), Jennifer West (resigned) Absent: David Flanigan</p> |
| Announcements** | | |
| Guests | John Cerra, Karen Brown, Rosie Browning, Pam Stewart (Commissioner of Education) | |
| Topic | Action | |
| Call to order | President Anuj Saran, 8.00am | |
| Quorum | The Board at this time had 14 voting members (two resignations, one absence). The quorum is, therefore, ten (9.33). >Ten voting members were present. | |
| Consent agenda** | <p>Moved onto agenda: Open Board positions. It was moved to accept Cheryl Gold’s suggestion for her replacement—Amy Apicerno (her replacement at Eckerd). <i>Moved: Alan Hamacher</i> <i>Seconded: Lisa Vicencio</i></p> <p>Discussion followed regarding nature of the Community Member position and whether a decision needed to be made at this meeting. <i>The motion failed.</i></p> <p>It was moved to reconsider the nominations at the February Board meeting. <i>Moved: Alan Hamacher</i> <i>Seconded: Joe Williams</i></p> <p>Nominations were to be emailed to the ED by two weeks before the Board meeting. However, action was taken later concerning this position, obviating this motion.</p> <p>Board membership of David Flanigan was discussed, especially his inability to attend due to his wife’s illness. Mr Flanigan’s term ended in September of 2017.</p> <p>It was moved to replace Mr Flanigan on the Board at the Board’s February meeting. <i>Moved: John Burton</i></p> | |

| | <p><i>Seconded: Joe Williams</i> <i>The motion passed without opposition.</i> Nominations are to be sent to the ED at least two weeks prior to the February meeting.</p> <p>ED was instructed to change all term endings to September. It is the Programme Board's responsibility to inform the ED of the proper term ending of each Executive Board member. ED is to send corrected roster to Board members as soon as possible.</p> <p>It was moved to approve the consent agenda. <i>Moved: Joe Williams</i> <i>Seconded: John Burton</i> <i>Motion passed without opposition.</i></p> | | | | | | | | | | | | | | | | | | | | | | | | | |
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| Conflict of interest | Any conflicts of interest were reported on submitted forms. Commissioner Stewart reported a conflict of interest regarding the filling of the Finance Manager position. Since Commissioner Stewart is a non-voting member, the Board decided to take no action. | | | | | | | | | | | | | | | | | | | | | | | | | |
| Programme reports** | Programme chairs reported agenda for this meeting and plans for February. Reimbursement (vs payment) for presenters was discussed. ED will find a way to comp registration. The question of whether presenters would prefer payment or comped registration or reimbursement of expenses. Programme boards are to let ED know method by published meeting preparation dates. | | | | | | | | | | | | | | | | | | | | | | | | | |
| Membership report** | <p>As of 12/1/18:</p> <table border="1"> <thead> <tr> <th><i>Programme</i></th> <th><i>Non-Member</i></th> <th><i>Member</i></th> <th><i>Total</i></th> <th><i>%</i></th> </tr> </thead> <tbody> <tr> <td>Candidate + CP</td> <td>15</td> <td>6</td> <td>21</td> <td>29%</td> </tr> <tr> <td>DP</td> <td>22</td> <td>64</td> <td>86</td> <td>74%</td> </tr> <tr> <td>MYP</td> <td>33</td> <td>28</td> <td>61</td> <td>46%</td> </tr> <tr> <td>PYP</td> <td>22</td> <td>14</td> <td>36</td> <td>39%</td> </tr> </tbody> </table> | <i>Programme</i> | <i>Non-Member</i> | <i>Member</i> | <i>Total</i> | <i>%</i> | Candidate + CP | 15 | 6 | 21 | 29% | DP | 22 | 64 | 86 | 74% | MYP | 33 | 28 | 61 | 46% | PYP | 22 | 14 | 36 | 39% |
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| Principals' Advisory Committee | <p>ED presented a paper exploring the need/use for a principals' advisory meeting. The idea was discussed, as was the possibility of a Heads' Forum on the first day of the quarterly.</p> <p>It was moved that such a committee be created, with the Executive Board HoS member as chair. <i>Moved: Joe Williams</i> <i>Second: John Burton</i> <i>Motion passed without opposition.</i></p> | | | | | | | | | | | | | | | | | | | | | | | | | |
| Karen Brown: Government Liaison, Workshop Manager report** | <p>Ms Brown reported on the September workshop (314 participants) and shared the summary of participant evaluations. We're very happy with the results and with the growth, albeit gradual, of this workshop.</p> <p>The IB has cancelled the Providers' Meeting (that had already been postponed). Ms Brown and Dr Cline made surmises about the reason for the cancellation. It has been replaced with a webinar.</p> <p>2019 PD catalogue from IB was shared. FLIBS has elected not to offer the new <i>What is an IB Education</i> courses. Alan Hamacher is to share a math transitional document with Ms Brown. Add a physical education certification on one MYP course.</p> <p>Discussed courses daggered for deletion. Pre-IB Dance is not to be deleted.</p> | | | | | | | | | | | | | | | | | | | | | | | | | |

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| | Bright Futures money released after July; DP Coordinators are going to have to report very accurately. |
| John Cerra: Lobbyist's report** | Legislature back on its regular schedule, so the next few weeks are interim weeks for the Legislature. It will begin again on 1 January. John spoke of the possibility of Safety and Security funds having a lessening effect on the main core of education dollars. Vocational Education was part of all gubernatorial contests. New Education Chair (Jennifer Sullivan) does not have a background in education, but no one can predict how that will affect her performance. Discussion of school safety procedures. ED asked if we should pay particular attention to certain legislators who may be antipathetic to the IB. ED wants to know immediately if anything appears regarding the IB. Commissioner volunteered to speak in favor of the IB if needed—after her retirement. |
| Finance Manager's Report** | Ms Browning shared with the Board our current cash flow (bank balances) ED shared the current budget vs Year-to-Date figures. |
| We Help Two | Board decided not to sponsor a Florida-specific program with We Help Two at this time. It was moved that we adopt We Help Two as a state-wide project <i>Moved: Lynne Newsom</i> <i>Seconded: Alan Hamacher</i> <i>Motion failed.</i> FLIBS will continue to support We Help Two in the same way we have done in the past: allow exhibition space, provide meals and accommodation at FLIBS workshop. |
| Replacement of Finance Manager | It was moved to go into executive session to discuss personnel items. <i>Moved: Joe Williams</i> <i>Seconded: Lisa Vicencio</i> <i>Motion passed without opposition</i> It was moved to leave executive session. <i>Moved: Nicole Blackman</i> <i>Seconded: Joe Williams</i> <i>Motion passed without opposition</i> It was moved to offer the Finance Manager position to Linda Champion. <i>Moved: Krystal Culpepper</i> <i>Seconded: Lisa Vicencio</i> <i>Motion passed without opposition.</i> It was moved to offer a part-time position of Workshop Specialist to Susan Farias. <i>Moved: Krystal Culpepper</i> <i>Seconded: Joe Williams</i> <i>Motion passed without opposition.</i> |
| Tour of new grants and scholarship applications** | ED provided the Board a tour of the new grants website. We have received 52 grant applications—a record number. Peter Lakanen of Platinum Website Design took the Board through the new scholarships website. |
| Directors Forum** | ED presented possible topics for this new PD project we hope to start in February 2020. He asked the Board for input. |
| Consideration of the revised IRS Form 990 | It was moved to accept the revised IRS for 990. <i>Moved: Lisa Vicencio</i> <i>Seconded: John Burton</i> <i>Motion passed without opposition.</i> |

| <p>Consideration of the revised End of Year Financial Statement</p> | <p>ED explained the difference between programmatic expenses and management expenses. In 2018, FLIBS' percentages were:</p> <table border="1" data-bbox="399 302 833 667"> <thead> <tr> <th data-bbox="399 302 646 386">Expense</th> <th data-bbox="646 302 833 386">% of total expense</th> </tr> </thead> <tbody> <tr> <td data-bbox="399 386 646 470">\$ 2,755,012.00</td> <td data-bbox="646 386 833 470">97% for program</td> </tr> <tr> <td data-bbox="399 470 646 554">\$ 94,819.00</td> <td data-bbox="646 470 833 554">3% for management</td> </tr> <tr> <td data-bbox="399 554 646 667">\$ 2,849,831.00</td> <td data-bbox="646 554 833 667">100%</td> </tr> </tbody> </table> <p>It was moved to approve the Financial Statements. <i>Moved: Joe Williams</i> <i>Seconded: John Burton</i> <i>Motion passed without opposition.</i></p> | Expense | % of total expense | \$ 2,755,012.00 | 97% for program | \$ 94,819.00 | 3% for management | \$ 2,849,831.00 | 100% |
|---|---|---------|--------------------|-----------------|-----------------|--------------|-------------------|-----------------|------|
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| <p>IB Associations Agreement for 2019-2021</p> | <p>Motion was made to approved and submit this contract with the ED's signature. <i>Moved: Alan Hamacher</i> <i>Seconded: John Burton</i> <i>Motion passed without opposition.</i></p> | | | | | | | | |
| <p>Election of Community Member of the Board</p> | <p>It was moved that Pam Stewart be nominated as the community member position on the FLIBS Board. <i>Moved: John Burton</i> <i>Seconded: Joe Williams</i> <i>Motion passed without opposition.</i></p> | | | | | | | | |
| <p>Discussion of using reserves to increase scholarships**</p> | <p>ED pointed out that daily expenses should be funded by daily income. Spending the reserves requires a special, public vote for a one-time event.</p> | | | | | | | | |
| <p>Motion to adjourn 12:30pm</p> | <p><i>Moved: Joe Williams</i> <i>Seconded: Lisa Vicencio</i> <i>Was passed without opposition</i></p> | | | | | | | | |

Respectfully submitted
 Krystal Culpepper, Secretary
 Ralph Cline, Executive Director
 12/10/18

**Information items. All un-starred items are action items.

| Voting members | $\times 2/3$ | Rounded up* |
|----------------|--------------|-------------|
| 15 | 9.9 | 10 |
| 14 | 9.24 | 9 |
| 13 | 8.58 | 9 |
| 12 | 7.92 | 8 |
| 11 | 7.26 | 7 |
| 10 | 6.6 | 7 |
| 9 | 5.94 | 6 |
| 8 | 5.28 | 5 |
| 7 | 4.62 | 5 |
| 6 | 3.96 | 4 |
| 5 | 3.3 | 3 |