

Minutes, Executive Board Meeting
 Florida League of IB Schools
 26 February 2015 8.00am-1.15pm
 TradeWinds Resort, St Pete Beach, FL

<p>Board members present</p>	<ul style="list-style-type: none"> • Darrick Buettner • Ralph Cline* • Cynthia Doyle • Nicole Dueter • Alan Hamacher • Jana Hartley • Mary Kanter • David LaRosa • Mario Mendoza • Holly Gerlach • Jan Patterson • Colleen Wade • Roseanna Rynca <p>*non-voting members</p>	<p>Apologies: Steve Neely*, Pam Stewart*</p> <p>Resigned: Doris Keeler</p> <p>Guests: Drew Gainey, PYP Communications Liaison</p>
<p>Guests</p>	<p>Karen Brown, Rosie Browning</p>	
<p>Topic</p>	<p>Action</p>	
<p>Call to order</p>	<p>President Jan Patterson, 8.00am, 26 February 2015</p>	
<p>Announcement</p>	<p>Cynthia Doyle announced that she was going to retire from the Board in three months.</p>	
<p>Quorum</p>	<p>The number of members present was accepted as a quorum. <i>Moved: Buettner</i> <i>Seconded: Hamacher</i> <i>Carried: Without dissent</i></p>	
<p>Consent agenda</p>	<p>Minutes from 11 September 2014 Board meeting Meeting Preparation schedule ED's Report</p> <p>Approval of the consent agenda was: <i>Moved: Hamacher</i> <i>Seconded: Hartley</i> <i>Carried: Without dissent</i></p> <p>Questions: Is TradeWinds' decision to enforce the bloc related to Don Driskell's retirement? Answer was "no". ED has a meeting with the TW staff on 27 February to discuss this. What survey is referred to in the ED's Report? Answer: College Relations Committee Survey.</p>	
<p>Conflict of interest</p>	<p>Forms were submitted and signed by all present voting Board members. No conflicts of interest were reported. Later Ms Gerlach amended her Conflict of Interest statement to notify the Board of a possible conflict of interest in the nomination of her husband for Community Board Member. She did not participate in discussion or voting and left the meeting room during both.</p>	
<p>Legal matters</p>	<p>ED shared the court order of mediation for 6 March 2015. Board approved the ED</p>	

	<p>to settle the suit in an amount up to \$15,000.</p> <p><i>Moved: Hamacher</i> <i>Seconded: Deuter</i> <i>Carried: Without dissent</i></p> <p>ED mentioned that Traveler’s Insurance has agreed to negotiate sharing any settlement costs.</p>
Nomination for second community representative to the Executive Board	<p>Jonathan Gerlach was nominated as our second community representative on the Executive Board. Ms Gerlach left the meeting room during discussion and vote. A discussion of Board terms followed; ED noted that the FLIBS constitution does not mention Board terms. ED to study constitution and programme by-laws and bring recommendations to the Board in June. (MYP and PYP by-laws give a two-year term; DP seems to give a three-year term. Community members seem to have no stipulated term.)</p> <p><i>Moved: Doyle</i> <i>Seconded: Kanter</i> <i>Carried: Without dissent</i></p>
Discussion of President-elect’s goals	<p>Mr Buettner, FLIBS president-elect, presented a questionnaire to gather Board members’ opinions to study in order to prepare his goals for his upcoming term. Board members gave feedback. Board members will answer the survey, and Mr Buettner will use their responses to present a draft survey for members in June. Mrs. Kanter added that any official “manual” becomes an obligatory legal document. A suggestion arose that we have a two-day meeting each September—at the installation of a new president and new Board members.</p>
Finance report	<p>Finance Manager presented the budget so far for FY 2014-15 and the percentages spent. She also presented current bank balances.</p>
Presentation of final audit report	<p>Audit was presented; Board reviewed and accepted the findings. Discussion followed regarding the frequency of full audits. A motion was made to have an audit every 3 years. After discussion, the period was reduced from every 3 years to every 2 years—as well as upon the appointment of a new Executive Director. ED will investigate whether this should be part of the by-laws or whether informing our accountant will be sufficient.</p> <p><i>Moved: Doyle</i> <i>Seconded: Buettner</i> <i>Carried: 10 aye; 2 no</i></p>
The website	<p>Board members expressed their frustration with the slowness of website improvements and directed ED to work more emphatically with the web developer.</p>
FLIBS charities	<p>ED was directed to invite representatives from <i>Give Kids the World</i> to the June meeting. After this presentation, the Board will appoint a committee to arrive at details. Mr Mendoza brought up <i>Take Stock in Children</i> as a scholarship action that would help students at all three levels. Board may entertain a motion in the future regarding redesigning our scholarship program.</p>
Report on	<p>ED had not written a report yet (meeting ended just a few days before Board</p>

Associations Meeting	meeting). He and President Patterson made an oral report. ED reported that he attended a session regarding a one-day Associations Symposium in Michigan. Ms Patterson attended a session on a two-day Summer Academy held by IBMA (Mid-Atlantic). Both were profitable, and both allowed the Association to keep all the profits. ED to make a tentative plan for discussion at the June meeting.
World War I Memorial	<p>The Board agreed to invite Monique Seefried, former president of the IB Board of Governors, to attend either the June or the September meeting to address members regarding the centennial of World War I and the effort to catalog and maintain the many WWI memorials in the US.</p> <p><i>Moved: Doyle</i> <i>Seconded: Buettner</i> <i>Carried: Without dissent</i></p>
Amendments to the by-laws	<p>The Board considered amendments to the FLIBS by-laws concerning the hiring and firing of employees. The amendments state that the Executive Board, upon prior recommendation of the Executive Director, hires and fires employees.</p> <p><i>Moved: Buettner</i> <i>Seconded: Mendoza</i> <i>Carried: Without dissent</i></p>
Legislative report	<p>Ms Brown updated the Board on several subjects:</p> <ul style="list-style-type: none"> • Legislative and DoE matters (accountability; technology and assessment; cessation of the ELA in Grade 11; nascent appearance of perhaps accepting IB and AP testing in lieu of state-mandated testing). We are happy to see a growing dependence upon the opinions of Commissioner Stewart. • Course Code update: Ms Brown met with several DoE people in January to discuss several issues that applied to FLIBS. One important topic was the difficulty of some in the DoE to understand some of the IB courses. Added World History for MYP—which several had asked for. Another topic discussed was IB Program-early-leavers and which courses they had to take in “regular” high school once they had left. All of our courses, including ToK, are now part of the credit by exam program. A long discussion of Appendix L and Schedule 5. DP schools were encouraged to follow the course progressions that we already have. • The “attack” on AP courses in Oklahoma. • Workshop developments for May and June • Evaluations of DP workshops held in December. IB has changed the format for reporting evaluations. This makes it difficult to tell which leader is being described when we have more than one session. (Only denotes Instructor 1 and Instructor 2) • We discussed the changes in workshop leader reimbursements for meals. We are now making this reimbursement (based on the federal government’s <i>per diem</i> rates) as part of the instructor’s pay. The instructor, then, must include the reimbursement and receipts on his tax return. • The suitability and noise levels of the Banyan Breezeway classrooms. • The low “usefulness” rating of the plenary.

	<ul style="list-style-type: none"> • The lower rating of the final half-day because of all the early departures. • Wait listing and adding iterations of workshop sessions.
Scholarship report	Committee meets to decide winners 2/26/15. Ten schools applied in 2014 and not 2015; nine schools applied in 2015 and not 2014. In 2014—65; in 2015—66 applicants.
ED's evaluation	<p>Discussion included whether or not to form and convene a Personnel Committee to evaluate the ED. In the end, it was decided that all Board members would evaluate the ED via a Survey Monkey Questionnaire and that the Board would discuss the results of this survey during the regular Board meeting in June and issue a formal evaluation. Mr Buettner pointed out that the constitution defines a quorum as 2/3 of the voting membership of the Board.</p> <p><i>Moved: Mendoza</i> <i>Seconded: Gerlach</i> <i>Carried: Without dissent</i></p>
Adjournment at 1.08pm	<p><i>Moved: Hamacher</i> <i>Seconded: Mendoza</i> <i>Carried: Without dissent</i></p>

Respectfully submitted
David LaRosa, Secretary
Ralph Cline, Executive Director
16 March 2015