

Final Minutes, Executive Board Meeting

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

Board members present	<ol style="list-style-type: none"> <li>1. Wanda Alvarado</li> <li>2. Jackie Boileau</li> <li>3. John Burton</li> <li>4. Krystal Culpepper</li> <li>5. Nicole Deuter</li> <li>6. David Flanigan</li> <li>7. Alan Hamacher</li> <li>8. Evelyn Hollen</li> <li>9. Lynne Newsom</li> <li>10. Anuj Saran</li> <li>11. Pam Stewart*</li> <li>12. Lisa Vicencio</li> <li>13. Jennifer West</li> <li>14. Joe Williams</li> <li>15. Ralph Cline*</li> </ol> <p>*non-voting members</p> <div style="border: 1px solid black; padding: 5px; width: fit-content; margin-left: auto; margin-right: auto;">Apologies: Cheryl Gold, David LaRosa</div>
Announcements**	<p>President Hamacher began with a remembrance for Marjory Stoneman Douglas High School. Commissioner Stewart led a short discussion of this and similar situations. She mentioned that FL has a system in place, because of hurricanes, for emergency communications. Commissioner Stewart mentioned that June will be her final FLIBS Board meeting; she suggested Jacob Oliva to replace her.</p>
Guests	<p>Karen Brown, John Cerra, Rosie Browning, Rebecca Hunt</p>
<b>Topic</b>	<b>Action</b>
Call to order	<p>President Alan Hamacher, 8.00am</p>
Quorum	<p>Board has 15 voting members. A quorum is, therefore, 10 voting members; <b>13</b> voting members being present, a quorum was declared.</p>
Consent agenda**	<p><i>Moved: Williams</i>  <i>Seconded: West</i>                  Was accepted without dissent.</p>
Conflict of interest	<p>Conflicts of interest were reported on submitted forms.</p>
Programme Reports**	<p>DP: USF professor Elizabeth Shaunessy-Dedrick sharing research on student stress today; hoping for practical strategies to help students. DP will plan today what to do in June. Will have some posts open for election.</p> <p>MYP: Will meet in June this year—a Coordinator works session. Boot Camp in September. Mentioned frustration of MYP members regarding Grants Committee communication. They mentioned that they did not have applications to read beforehand—although the chairman did announce that they would not be sent out this year due to late submissions. ED asked members to be positive about this matter.</p> <p>PYP: Will decide today what to do at next meetings.</p>

Programme PD Budgets**	<p>These were shared with programme chairs. Attendance has been high despite the programmes' frugality with their yearly \$7,000. ED reiterated that, as now planned, these funds do not accrue (surpluses are erased at end of each year). Programme Boards may petition Executive Board for funds above the allotted amount.</p> <p>By informal agreement, DP Board agreed that CP programs would be funded by DP PD budget.</p>
Provises Statement**	<p>The January-dated report was discussed; it will no doubt today (when Rosie reports) be lower reflecting Wall Street losses. ED reminded Board that purpose of reserves was to fund a workshop that is 100% failure. Twice TradeWinds has forgiven storm-delayed workshops without charging FLIBS.</p>
Outreach**	<p>Board discussed the approved plan to offer funding to a non-IB county to encourage application for authorization. Commissioner Stewart shared a list of all counties in FL by size of student population. The list included counties' overall school grades and other data related to school performance. The Commissioner mentioned that the State DoE could provide data regarding fiscal efficiency. The consensus of Board was that the likelihood of a first programme would be Diploma Programme. Therefore, the Board decided to send an invitation to apply to</p> <ul style="list-style-type: none"> <li>• All non-IB county superintendents</li> <li>• All high school principals in those counties</li> </ul> <p>And create a selection process and accompanying criteria after receiving statements of interest. She also suggested that superintendents of finalists come to be interviewed by the Board of Directors of FLIBS.</p> <p>ED will listen to discussion and bring a formal proposal to Board in June.</p> <p><i>Moved:</i>  <i>Seconded:</i>  <i>Passed without dissent.</i></p>
Workshop specialists	<p>ED asked if workshop specialists opportunity could be opened to others. The cost of each of these is less than \$2,500—the amount the ED may spend without Board approval.</p>
Membership report	<p>ED distributed non-member list and member list. We have 131 members: 202 programmes in 171 authorized schools in FL. ED mentioned that non-members should be notified and may not vote. Ed White High School has dropped its IB Programme.</p> <p>It was moved and seconded to form an <i>ad hoc</i> cross-programme membership committee with John Burton as Board representative with the purpose of coming up with strategies to increase membership.</p> <p><i>Moved: Burton</i>  <i>Seconded: Williams</i>  <i>Passed without dissent.</i></p>
CP dues	<p>ED showed that other Associations charge CPs the same dues that they charge DPs and charge schools for each programme for which they are authorized. Board took no action on this topic, so FLIBS dues remain the same.</p>
Differentiated pricing	<p>The Board held a long discussion of differentiated pricing using examples from other US Associations and one British Association.</p> <p><i>Moved that FLIBS initiate a differentiated pricing policy for members.</i>  <i>Moved: Hollen</i>  <i>Seconded: Vicencio</i>  <i>Motion failed: 0-13.</i></p>

IB Leadership Meeting and Conference of the Americas	It was moved and seconded that FLIBS send 3 representatives (included with sponsorship) to the Conference of the Americas: President, President-elect and a FLIBS Staff Member. <i>Moved: Hollen</i> <i>Seconded: Williams</i> <i>Motion passed without dissent.</i>
Karen Brown: Government Liaison, Workshop Manager report**	Karen reported on recent workshops (attendance and satisfaction surveys [upper 8's and 9's out of 10]) and upcoming workshops (requests for subjects and leaders). She noted that two subjects (Language A and Math) were being reviewed simultaneously and the entire PYP is being reviewed. Providers are limited as to which workshops they may offer during review periods. After review, demand for these trainings increases.
Finance Manager's Report**	Rosie Browning shared with the Board a written budget report showing current profit and loss. We have earned 53% of what we are projected to earn and have spent 52% of what we are projected to spend in this fiscal year. She also shared bank balances with the Board.
Data privacy	ED shared with Board a suggested data privacy statement for our website and documents. Board suggested that a link be included to the "European Union data privacy conventions" mentioned in the text. The Board also suggested that the ED clarify that email addresses will be shared with other workshop participants unless the participant opts out. ED will comply.
Programme by-laws	Board asked ED in November to compare programme by-laws across programmes to see if there are any inconsistencies. Board studied the report the ED provided on the subject.
Scholarship and Grants online application	ED reported that number of scholarship applications has fallen (from 61 to 40) over the past year. This may have been because online program was confusing. Therefore, ED has decided to create our own scholarship application program to include on our website. Projected cost is \$5,000. ED asked, therefore, for Board approval to carry out this project. (For comparative purposes, the ED acquainted the Board with a service (\$5,000 per year) to handle these applications. This was determined to be too expensive. Motion was made to hire Platinum Website to create this for us. <i>Moved: Williams</i> <i>Seconded: Vicencio</i> <i>Was passed without dissent.</i>
ED spending limit	It was noted that the ED is limited in FLIBS Financial Procedures to \$2,500 in expenditure without Board approval. ED noted that he is often required to expend amounts far in excess of this limit related to workshops (e.g., over \$100,000 to the TradeWinds and over \$50,000 to IB). Board instructed ED to modify FLIBS Financial Procedures to this effect and present it to Board in June.
Executive Session	The Board entered Executive Session to discuss personnel matters. Executive session was <i>Moved: Hamacher</i> <i>Seconded: Burton</i> <i>Was passed without dissent</i>
Motion to adjourn	<i>Moved: Williams</i> <i>Seconded: Burton</i> <i>Was passed without dissent</i>

Respectfully submitted

Krystal Culpepper, Secretary  
Ralph Cline, Executive Director

2/21/18

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

Quorum  
calculations

Voting  
members

15	9.9	10	7	4.62	5
14	9.24	9	6	3.96	4
13	8.58	9	5	3.3	3
12	7.92	8			
11	7.26	7			
10	6.6	7			
9	5.94	6			
8	5.28	5			