

Board members present	<ul style="list-style-type: none"> <li>• Darrick Buettner</li> <li>• Ralph Cline*</li> <li>• Nicole Deuter</li> <li>• Dru Gainey</li> <li>• Alan Hamacher</li> <li>• Jana Hartley</li> <li>• David LaRosa</li> <li>• Maria Lehman</li> <li>• Mario Mendoza</li> <li>• Jan Patterson</li> <li>• Joe Williams</li> </ul> <p>*non-voting members</p>
Announcements	None
Guests	Karen Brown, Rosie Browning
<b>Topic</b>	<b>Action</b>
Call to order	President Darrick Buettner, 8.10am, 25 February 2016
Quorum	11 of 14 voting members being present, a quorum was declared; Colleen Wade resigned and has not yet been replaced by a vote of the Diploma Programme Board
Consent agenda*	Was accepted without dissent
Conflict of interest	Forms were submitted and signed by all present voting Board members. No conflicts of interest were reported.
Recommendations to Executive Board of Personnel Committee	<ol style="list-style-type: none"> <li>1. To get feedback on the Executive Director’s job performance via survey             <ol style="list-style-type: none"> <li>a. Have the chair of the personnel committee create a survey on Survey Monkey (intent—to avoid putting the ED in a compromising position of seeing survey results before the committee / executive board does)</li> <li>b. Use the same questions as used in 2015</li> <li>c. Send survey to all staff – all staff are eligible to complete the survey</li> <li>d. Send survey to all executive board members who have attended at least two board meetings in 2015-2016 (intent—to make sure those completing the survey have actually witnessed the ED in action)</li> <li>e. Share draft versions of survey with ED and Personnel Committee to create final version</li> <li>f. Send final draft of survey out April 1 to above mentioned with due date April 30</li> </ol> <p><i>Moved: Hartley</i>  <i>Seconded: Lehman</i>  <i>Passed: Without dissent</i></p> </li> <li>2. To discuss how to [direct the Executive Director in how to] evaluate our</li> </ol>

	<p>lobbyist, John Cerra  <i>Moved: Mendoza</i>  <i>Seconded: Patterson</i>  <i>Passed: Without dissent</i></p> <p>3. To direct the Executive Director to create a 2016-2017 budget that would include up to a 5% [amended (Patterson, Hamacher) by the Board to an 11%] pay raise for staff. [ED would recommend raise amount; Board would have to approve it—this would be done as part of budget adoption for 2017-18]  <i>Moved: Hartley</i>  <i>Seconded: Hamacher</i>  <i>Passed: Without dissent</i></p>
<p>Grants and Scholarships discussion</p>	<p>Board discussed some of the ideas mentioned in 11/30/15 Board minutes (Page 5).</p> <p>Motion was made to take present \$35,000 (grants + scholarships), add \$1,000, and divide it equally among the programmes.  <i>Moved: Patterson</i>  <i>Seconded: Mendoza</i>  <i>Motion was withdrawn</i></p> <p>Motion was made to ask the Programme Boards (PYP, MYP, DP) to consider the question of equitable spending of funds <i>vis a vis</i> allocation of philanthropic (scholarship/grant) funds and to present proposals to the Executive Board at the June meeting. Boards will send proposals to ED, who will share the proposals among the other Boards.  <i>Moved: Lehman</i>  <i>Seconded: Deuter</i>  <i>Passed: Without dissent</i></p>
<p>Starfield PKI opinion letter</p>	<p>ED asked the Board to vote formally to grant him all authority necessary to meet the requirements for issuance of an extended validation certificate referenced [sic] in the 12/18/15 letter from Starfield to FLIBS. FLIBS' auditor requires this formal vote in order to issue an opinion letter to Starfield.  <i>Moved: Patterson</i>  <i>Seconded: Mendoza</i>  <i>Passed: Without dissent</i></p>
<p>FLIBS Signatory Policy</p>	<p>ED proposed a written policy specifying which contracts the ED (and Workshop Manager) were authorized to sign in FLIBS' name (and, conversely, those contracts which require approval of the Board before signing).  <i>Moved: Mendoza</i>  <i>Seconded: Williams</i>  <i>Passed: Without dissent</i></p>

<p>Level of Financial Support for IBA’s Conference of the Americas</p>	<p>Motion to approve Gold Level Sponsorship (\$12,000).  <i>Moved: Deuter</i>  <i>Seconded: Hamacher</i>  <i>Motion failed: 4-4</i></p> <p>Motion to approve Silver Level Sponsorship (\$6,000)  <i>Moved: Mendoza</i>  <i>Seconded: Hamacher</i>  <i>Motion failed: 4-4</i></p> <p>Motion to approve Platinum Level Sponsorship (\$18,000)  <i>Moved: Lehman</i>  <i>Seconded: Hartley</i>  <i>Motion failed: 4-4</i></p> <p>Motion to approve Gold Level Sponsorship (\$12,000).  <i>Moved: Mendoza</i>  <i>Seconded: Hamacher</i>  <i>Motion failed: 4-4</i></p> <p>Motion to postpone consideration of question until end of meeting.  <i>Moved: Williams</i>  <i>Seconded: Mendoza</i>  <i>Passed: Without dissent</i></p>
<p>Finance Report (Rosie Browning)*</p>	<p>Board was given a written report on:</p> <ul style="list-style-type: none"> <li>• Provide (FLIBS investment of reserves): Investment loss of \$141 for previous year.</li> <li>• Budget to date (posted on website under meeting papers for this meeting)</li> <li>• Cash flow (bank accounts) status</li> </ul>
<p>FLIBS budgetary policies and procedures</p>	<p>Motion to approve the FLIBS budgetary policies (policies for reimbursement of FLIBS workshop leaders and volunteers) as amended (Williams, Hamacher on amendment). These policies are published to all workshop leaders and FLIBS volunteers.</p> <p><i>Moved: Lehman</i>  <i>Seconded: Patterson</i>  <i>Passed: Without dissent</i></p>
<p>Workshop Manager’s Report*</p>	<p>Karen Brown reported on workshop registration. Workshops needing registrants:</p> <ul style="list-style-type: none"> <li>• Category 1 workshops</li> <li>• CP workshops in September (very low: 11 total, 8 of them from Florida)</li> <li>• MYP and PYP in September</li> </ul> <p>She also shared recent workshop evaluations with the Board.</p>
<p>Government Liaison Report*</p>	<p><b><i>The new legislation allowing FL students to attend any high school they wish to</i></b> in order to participate in extracurricular activities. It was noted that IB has often profited from laws and policies such as this, and that it is difficult for FLIBS, therefore, to take a position.</p>

	<p><b>Biliteracy [sic] diploma endorsement</b> this policy seems to threaten no harm to IB programmes.</p> <p><b>Course code additions</b> IB French added back in; IB Polish added.</p> <p><b>FLIBS position vis a vis AICE</b> We are often asked—especially by districts into which AICE has recently been introduced—Karen Brown presented several papers: research results, promotional materials for AICE and a listing of Florida AICE schools.</p> <p><b>AP Capstone Program</b> is a new AP initiative and is the equivalent to an IB-like AP diploma.</p>
FLIBS 2016-17 Legislative Plan	<p>Motion to approve suggested Legislative Plan for 2016-17.</p> <p><i>Moved: Deuter</i></p> <p><i>Seconded: Patterson</i></p> <p><i>Passed: Without dissent</i></p>
Executive Director's Planning*	The Executive Director shared with the Board the original planning document he produced in 2012, so that Board could measure progress on these goals.
FLIBS Scholarship Report*	ED shared chart showing high schools' submissions of applications over last 3 years.
Programme PD expenditures*	Were shared. ED will clarify time period of these budgets and report to Board. The Board also questioned whether or not these budgets could accumulate from one year to the next (in other words, could one year's surplus be spent the next year). ED will confer with FLIBS accountant and report back to Board.
Level of Financial Support for IBA's Conference of the Americas <i>redux</i>	Each Board Member was polled regarding his/her opinion on level of support, all levels having previously been moved and discussed. Board agreed to support the Conference of the Americas at the platinum level.
Delegates to Conference of the Americas	<p>Motion to send to the Conference of the Americas: Executive Director, Workshop Manager and President, with President-elect as alternate for any delegate unable to attend. Should the President-elect be unable to attend, attendance would be offered to programme chairs in this order: DP, MYP, PYP.</p> <p><i>Moved: Hartley</i></p> <p><i>Seconded: Mendoza</i></p> <p><i>Passed: Without dissent</i></p>
Adjournment at 12.55pm	<p><i>Moved: Lehman</i></p> <p><i>Seconded: Hamacher</i></p> <p><i>Passed: Without dissent</i></p>

Respectfully submitted  
Ralph Cline, Executive Director  
David LaRosa, Secretary  
2 March 2016

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