

Minutes, Executive Board Meeting

Florida League of IB Schools

14 June 2018 8.00am-1.00pm

TradeWinds Resort, St Pete Beach, FL

Board members present	<ol style="list-style-type: none"> 1. Wanda Alvarado 2. Nicole Blackmon 3. Jackie Boileau 4. John Burton 5. Krystal Culpepper 6. Cheryl Gold 7. Alan Hamacher 8. Evelyn Hollen 9. David LaRosa 10. Lynne Newsom 11. Anuj Saran 12. Pam Stewart* 13. Lisa Vicencio 14. Jennifer West 15. Joe Williams 16. Ralph Cline* <p>*non-voting members</p> <div style="border: 1px solid black; padding: 5px; width: fit-content; margin-left: auto; margin-right: auto;">Apologies: David Flanigan</div>
Announcements**	David LaRosa, the Board's Head of School representative has taken a position as a County administrator and, therefore, must leave the Board. Pam Stewart will be stepping down as Commissioner of Education when Gov Scott leaves office. She will bring her suggested replacement as DoE member to the September meeting.
Guests	Karen Brown, Rosie Browning
Topic	Action
Call to order	President Alan Hamacher, 8.00am
Quorum	Board has 15 voting members. A quorum is, therefore, 10 voting members; 14 voting members being present, a quorum was declared.
Consent agenda**	<p>The President asked the Board to consider each item in the consent agenda rather than approving it at one time.</p> <p>Meeting Preparation deadlines for the September 2018 meeting:</p> <ul style="list-style-type: none"> • Board members are to inform ED of special speakers by 26 July. • Programme chairs are to have final agendas to ED by 2 August. • FLIBS has set Quarterly dates through 2021, but these are always subject to change if the IB changes the date of a workshop. <p>Board considered the ED's Report. Board considered the Programme PD budgets Board considered the Provise (reserve account) statement (current statement and EoY for 2017)</p>
Conflict of interest	Conflicts of interest were reported on submitted forms.
Programme Reports**	PYP: Focusing on new enhancements to the PYP (PYP programme review) during this quarterly meeting.

	<p>MYP: Focusing on growing MYP programmes for coordinators and principals. Interested in partnering with other programmes in hiring a speaker for the December meeting. Asked if other programmes would be interested in having a presentation by Joe Troyen of PenPal Schools.</p> <p>DP: Invited Ana O'Brien to this meeting to speak about the Language B changes. September will be the Counselors' meeting, and two university reps have been secured. Michael Cook, DP Chair-elect is moving to a non-IB position.</p>
Personnel Committee report	<p>Board voted to go into executive statement to discuss personnel items.</p> <p><i>Moved: Williams</i></p> <p><i>Seconded: Saran</i></p> <p><i>Passed without dissent</i></p> <p>After leaving executive session, Board voted on acceptance of Personnel Committee's report (ED's evaluation).</p> <p><i>Moved: Burton</i></p> <p><i>Seconded: Vicencio</i></p> <p><i>Passed without dissent</i></p>
Philanthropy Funds	<p>Board discussed whether paying for PD (IB PD and, especially, FLIBS PD) was an appropriate use of philanthropy funds—especially since, informally, this practice had been avoided in the past.</p> <p>It was moved to allow FLIBS grants to be used for registration fees for IB PD (to include the Conference of the Americas and FLIBS workshops).</p> <p><i>Moved: Vicencio</i></p> <p><i>Seconded: Saran</i></p> <p><i>Passed without dissent</i></p> <p>ED announced that said grants will be paid <i>as reimbursements only</i>. In other words, recipients of PD grants must pay their registration, attend the conference and, then, be reimbursed by FLIBS.</p> <p>ED announced that all philanthropy funds for PD be given as reimbursement after attendance.</p>
Membership report**	<p>ED distributed non-member list and member list. We have 129 members: 193 programmes in 171 authorized schools in FL. ED mentioned that non-members should be notified and may not vote.</p> <p>Chairman Burton invited other Board members to join the Membership Committee. Asked for a discussion of what the Board wanted from this committee.</p> <p>One suggestion was to offer schools 3 \$100 vouchers for FLIBS workshops upon paying their FLIBS dues. ED will study the financial impact of this suggestion and report back to Board in September. Quick arithmetic determined that it could cost FLIBS \$41,000</p>
Outreach**	<p>ED reported that not one non-IB superintendent or principal had responded to the offer of a 50% grant toward application and authorization fees for schools. Commissioner Stewart offered to work with ED about another approach to non-IB districts.</p>
Lobbyists' Contract	<p>The Board discussed the roles and the performance of our lobbying firm. Motion was made to renew our contract for two years.</p> <p><i>Moved: Williams</i></p> <p><i>Seconded: LaRosa</i></p> <p><i>Passed without dissent</i></p>

<p>Karen Brown: Government Liaison, Workshop Manager report**</p>	<p>Ms Brown distributed handouts showing Course Code Directory (CCD) updates and additions. When courses are daggered for deletion in the CCD, Karen is notified--for DP, MYP, etc, but not for FL PIB courses. Pam said that she can work with Karen on this. Appendix L-update expected by end of June 2018 An update is expected by July 2018 for <i>Counseling for Future Education Handbook</i>.</p> <p>Ms Brown distributed handouts concerning the IB satisfaction survey for the May workshop. Participant numbers are increasing (considering the storms from fall of 2017). Some workshop proposals for 2019-20 were rejected by the IB. And FLIBS was asked to replace them with low-yield subjects. Ms Brown discussed the workshops to be offered from May 2019-June 2020.</p>
<p>IB Leadership Meeting and Conference of the Americas**</p>	<p>FLIBS sponsorship grants three attendees: President, President-elect and ED. Mr Hamacher and Mr Saran will be attending an Associations' meeting the day before the conference starts and report out at the next Board meeting. FLIBS will also have a table with information on upcoming workshops.</p>
<p>Eckerd College FHC grant**</p>	<p>Ms Gold announced that 4 FLIBS teachers had qualified for a grant to attend a summer conference at Eckerd regarding the environment.</p>
<p>Finance Manager's Report**</p>	<p>Ms Browning shared with the Board:</p> <ul style="list-style-type: none"> • Progress report showing YTD vs. Budgeted amount • Cash flow (bank balances) • FLIBS Financial Procedures document <p>and announced that FLIBS will be audited this year (a previous Board action having specified an audit every other year).</p>
<p>Board expenses**</p>	<p>ED pointed out that Board members could claim expense reimbursement for expenses incurred in attending meetings. Board members may also donate these expenses back to FLIBS.</p>
<p>Website redesigns**</p>	<p>ED shared the new landing page with the Board. This page highlights FLIBS schools and FLIBS grants and scholarships. Grants and scholarship applications will soon be on our website.</p>
<p>IB Heads Council**</p>	<p>ED shared with the Board the members of the IBO Heads Council and the fact that no US public schools were represented. ED will investigate any possibilities in this regard.</p>
<p>Replacement of Head of School Representative</p>	<p>ED will publish the opening. Opening will be announced and discussed at programme meetings on 14-15 June. Nominations will be open until 1 July. Board will vote and discuss via email so that new HoS representative may begin in September. After lengthy discussion, the Board interpreted Article VI, Section 11 [Section 11. Elected officers must be from different member institutions as defined by IB school code.] of the constitution in this way: Programme Board Officers that are members of the Executive Board by virtue of an election are "elected officers". Other Executive Board members (Community Member, DoE Member, Head of School Member) are "appointed officers." Thus, an "appointed officer" may be from the school of an "elected officer."</p>
<p>Future quarterly meetings</p>	<p>The Board discussed holding a continuum presentation to understand the four programmes (PYP, MYP, DP, CP) after breakfast at the September meeting. Ms Blackmon agreed to create a Google slides document for creating the presentation and mail the Google slide address to the person who is going to present. Programme Boards will seek volunteers at upcoming Programme meetings. Communicate to her who the person representing each program will be. Presentation will also be posted on the FLIBS website.</p>

Heads Council**	ED shared with the Board the members of the IB Heads Council and the method for nominating members.
Dufresne firm recommendations**	ED shared with the Board the consultants' report from 2006.
Special thanks**	Were given to Commissioner Stewart and Mr LaRosa for their long and distinguished service to FLIBS.
Motion to adjourn	<i>Moved: West Seconded: Boileau Was passed without dissent</i>

Respectfully submitted
 Krystal Culpepper, Secretary
 Ralph Cline, Executive Director

6/18/18

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

*Specified in *Robert's Rules of Order*

Quorum calculations		
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