

Minutes, Executive Board Meeting
 Florida League of IB Schools
 28 November 2016 8.00am-1.00pm
 TradeWinds Resort, St Pete Beach, FL

Board members present	<ul style="list-style-type: none"> • Darrick Buettner • Ralph Cline* • Darius Davis • Nicole Deuter • Cheryl Gold • Alan Hamacher • Jana Hartley • David LaRosa • Maria Lehman • Mario Mendoza • Anuj Saran • Pam Stewart • Jennifer West • Joe Williams <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, Mary Kanter</div>
Announcements	None
Guests	Rosie Browning (Finance Manager of FLIBS), Karen Brown (Government Liaison for FLIBS), John Cerra (FLIBS Lobbyist), David Hawley (Chief Academic Officer of the IBO), Paul Campbell, Head of Development, IBO Bethesda Office
Topic	Action
Call to order	President Nicole Deuter, 8.05am, 15 September 2016
Quorum	Board has 15 voting members. Thirteen members being present, a quorum was declared.
Consent agenda**	<p><i>Moved: Williams</i> <i>Seconded: Buettner</i> Was accepted without dissent. Discussed:</p> <ol style="list-style-type: none"> 1. What did auditor's report say about the level of threat posed by the lawsuit? The auditor spoke directly with the lawyer and we received a clean audit with no material problems. 2. The exhibitors at FLIBS workshops. We are attracting enthusiastic exhibitors. We are coming to easy agreement with TradeWinds over aesthetic requirements for exhibitors.
Conflict of interest	Forms were submitted and signed by all present voting Board members. No conflicts of interest were reported.
Introduction of new Board Member, Board Orientation Materials**	A Board Orientation packet was emailed to our new Board member, Cheryl Gold, Associate Dean of Continuing Education from Eckerd College, three weeks prior to this meeting. The Board expressed its thanks to Ms Gold; she expressed her respect for the IB programmes and results. The ED will update the roster both on paper and on the website to reflect Ms Gold's election.
Legal matters**	The ED provided the Board with an update on the progress of the pending lawsuit against FLIBS; the plaintiff has filed a Third Amended Complaint and FLIBS has filed

	<p>another Motion to Dismiss (which was heard on 1 November 2016). The third amended complaint was dismissed by the judge. Plaintiff was given the right to file a fourth amended complaint and warned of the risky nature of the action. Plaintiff will have 20 days from the judge’s signing of the order to file the fourth complaint. The Board voted to go into executive session.</p> <p><i>Moved: Buettner</i> <i>Seconded: Hartley</i> Was adopted without dissent.</p>
<p>Membership report*</p>	<p>ED provided Board members with member and non-member lists as of today’s date.</p> <ul style="list-style-type: none"> • 166 authorized schools in Florida • 198 authorized programmes in Florida • FLIBS has 128 members • This equates to 70% membership <p>Board members were asked to aid in the membership effort. The merits of sending school bookkeepers paper invoices each year were discussed. The Board also pointed out duplications on the members and non-members lists. The ED will edit these lists.</p> <ul style="list-style-type: none"> • Free memberships for new schools* • Continuing to send paper invoices (perhaps with a cover letter)* • Refusing to serve non-member schools on the telephone (or serving them and encouraging them to join, or invoicing non-members for membership after serving)* • Programme Board members were asked to identify for the ED the schools in attendance that were not members* • Investigate ways to give member schools a discount on quarterlies* • Use the present membership as a baseline and measure increase/decrease year on year • Design a brochure/booklet to advertise the advantages of membership (specifying philanthropy funds per programme)*
<p>Social media*</p>	<p>ED announced that FLIBS was now active on Facebook and Twitter and asked Board to encourage followers. “OurFLIBS.” We discussed two-way social media at workshops; ED has some reservations about allowing workshop participants to comment (perhaps negatively) during workshops and meetings.</p> <ul style="list-style-type: none"> • Discussed possible moderation of pages (to remove any objectionable comments) • Who is the audience of this social media? • Will try posting, allowing anyone to respond to post, monitoring page once per day.*

<p>Grants and scholarship structure*</p>	<p>All applications for grants and scholarships will be online via OpenApply. ED asked Board to discuss the structure of the grants/scholarship committee(s). Board delineated the following structure: Motion was made to operate the grants/scholarship committee(s) using the structure suggested on Handout 8 (“Suggested Philanthropy Committee Structure”), shown in a clearer form below.</p> <div style="text-align: center;"> <pre> graph TD A[Executive Board transfers Funds for Philanthropy] --> B[Programme Boards allocate between Scholarships and Grants] B --> C[MYP Scholarship Committee awards MYP scholarships] B --> D[DP Scholarship Committee awards DP and CP scholarships] C --> E[FLIBS-wide Grants Committee awards grants for all 4 programmes according to Programme Boards' allocation] D --> E </pre> </div> <p>NB: PYP Programme Board has allocated 100% of its philanthropy funds for grants. Should they decide to award scholarship in the future, they would create a PYP Scholarship Committee.</p> <p><i>Moved: Williams</i> <i>Seconded: Buettner</i></p>
<p>Paul Campbell, Head of Development IB**</p>	<p>Spoke to Board regarding upcoming Conference of the Americas in Orlando. IB plans to have a Talent Search and Paul asked Board to solicit students, teachers and others for auditions.</p>
<p>Eric Ebbert of ProVise**</p>	<p>Spoke to the Board regarding FLIBS’ investments, their performance, the market in general, the effects likely after the recent presidential election, suggesting that, perhaps, market increases based upon the election might be a little premature and short-lived. Our portfolio features well-diversified, relatively low-cost investments. The Board raised questions about</p> <ul style="list-style-type: none"> • the overall investment goal of our portfolio (moderate growth, safety) • whether FLIBS is invested in any concerns that might violate our mission (we are invested in many hundreds of companies, and any single company would make up an insignificant portion of our investment) • Time it would take to liquidate in case of a calamity (Short as one day; no more than three days)
<p>John Cerra, FLIBS Lobbyist**</p>	<p>John mentioned that the Legislature is not in session; he begins intro meetings with the legislators next week, continuing for 2-3 months. He foresees all new education money going to Charter Schools and University System. New House Speaker is a Charter School advocate (his wife owns one). He sees challenging times for us as other segments of the educational pie are going elsewhere. He also</p>

	spoke of the challenge for FLIBS of term limits—where legislators do not have long enough to learn about us. He also spoke of Senator Placencia’s efforts and the fact that Kathy Mizereck—an IB ally that no longer works for the House of Representatives—has been fired.
Karen Brown: Government Liaison and Workshop Manager report**	Workshop manager report: <ul style="list-style-type: none"> • Current registration numbers for the December 2016 and upcoming 2017 workshops. • September workshop and evaluation summaries of leaders. • Items that were discussed in the Providers’ meeting in Bethesda in September. Government liaison report: <ul style="list-style-type: none"> • Changes in Bright Future recognition of CAS. • Issues with IB’s reporting of results to Bright Futures Office for IB class of 2016. • Importance of using the correct course code numbers and following the exam crosswalk. • Updating info regarding IB in the Comparison of FL’s articulated acceleration programs.
Finance Manager’s Report**	ED and Rosie Browning discussed handouts that showed the organization’s progress vis a vis the \$2.8M approved 2016-17 budget. The fiscal year is 25% complete, and FLIBS has earned 25% of projected income while we have spent 14% of projected expenditure. ED also presented detailed Profit and Loss statement from our accountant. The Board was sent the final official financial statement for FY 2015-16 and independent auditor’s report 3 weeks prior to the meeting and was allowed to discuss the auditor’s report at the meeting. Financial statement was found to represent fairly and without material difference the financial condition of FLIBS. This report will be filed under meeting papers on the IB website for the 28-29 November 2016 Quarterly Meeting. The audit showed that FLIBS’ management costs were about 4%. \$2.3 million in functional expenses vs \$86k in management expenses.
PYP Attendance at Quarterlies*	ED noted that PYP attendance was lower than ever before. PYP officers felt sure that this was an anomaly. It was also noted that Hillsborough sent 2 rather than the usual 8-10. Personnel turnover was mentioned, also, due to retirement. Regarding the annual Heads’ Meeting: <ul style="list-style-type: none"> • Is it for all programmes? • Who should plan the program? • ED was instructed to form a plan to contact new superintendents and new school heads each year to encourage participation in FLIBS.* • ED is to plan a Heads meeting each Nov/Dec <ul style="list-style-type: none"> ○ First day, Heads can attend whatever meetings they want to ○ Second day, ED is to plan a meeting of interest to Heads from all Programmes
Presentation by OpenApply**	Regarding application process for scholarships.
Outreach to new principals, <i>redux</i> *	Could website be used to help in this? It was also emphasized that the main contact and encouragement for a principal is to be expected from the IB Coordinator. IB probably has a “kit” for new school heads. 26-27 superintendents have been elected in November. Perhaps some of FLIBS’ reserves could be offered

	<p>to those districts to defray application costs. ED is to investigate methods to do this, perhaps by creating a short application for them.* Commissioner Stewart will help identify appropriate school districts. Motion for ED to investigate methods for outreach to currently unserved districts.</p> <p><i>Moved: Williams</i> <i>Seconded: Mendoza</i> <i>Passed: Without dissent</i></p>
<p>Adjournment at 12.55pm</p>	<p><i>Moved: Williams</i> <i>Seconded: Mendoza</i> <i>Passed: Without dissent</i></p>

Respectfully submitted
Ralph Cline, Executive Director
Maria Lehman, Secretary
12/2/16

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