

FLORIDA LEAGUE OF INTERNATIONAL BACCALAUREATE SCHOOLS DIPLOMA PROGRAM BY-LAWS

ARTICLE I – Name and Authority

Section 1. The name of this organization shall be the Florida League of International Baccalaureate Schools (FLIBS) Diploma Programme (DP).

Section 2. This organization shall be governed by the constitution and by-laws of the Florida League of International Baccalaureate Schools (FLIBS).

ARTICLE II – Mission and Objectives

Section 1. The mission of the Florida League of International Baccalaureate Schools is to foster excellence in international education for students in our region through support of students in IB Programs, support of teachers and administrators in IB Programs, and premier teacher education and professional development.

Section 2. The following objectives of FLIBS Diploma Program are designed to achieve the mission given in Section 1 of this article:

- a. To facilitate and increase opportunities for professional development and collaboration, as well as IB sanctioned training in Florida.
- b. To support DP schools.

ARTICLE III – Membership

Section 1. Membership in the FLIBS Diploma Program is open to any public, private or religiously-affiliated IB school that has authorization status in the International Baccalaureate Americas organization (IBA).

Section 2. Non-voting membership is open to individuals and institutions with positive interests in the Diploma Program, including candidate schools. Admission of non-voting members to meetings is to be determined by the FLIBS DP Board.

ARTICLE IV – Dues

Section 1. Annual dues for member programs shall be paid by their institution as set by the constitution and by-laws of FLIBS.

ARTICLE V – Voting Privileges

Section 1. Each active, dues-paying authorized Diploma Program school shall be entitled to one voting delegate, who shall be that school's designated IB Coordinator as listed on the IBO web site.

Section 2. Voting results shall be considered valid based on a simple majority of DP voting members in good standing who are present, provided proper announcement of ballot items has been made.

ARTICLE VI – Diploma Program Board

Section 1. The Diploma Program Board shall consist of voting members elected by the membership of the Diploma Program. The elected DP Board of FLIBS shall consist of a Chair, Chair-Elect, Past Chair, Secretary, Member-at-Large 1, Member-at-Large 2. All positions are open only to IB Coordinators from authorized DP schools which are in good standing with FLIBS. After election to the position of Chair-Elect, that member shall serve successive one year terms as Chair-Elect, Chair, and Past Chair. Each term of office is specified in Article VII.

Section 2. Candidates for upcoming DP Board vacancies shall be nominated at the December meeting and elected at the February meeting each year. The term of office will begin at the time of the following September FLIBS meeting. DP Board members are expected to attend all FLIBS DP Board meetings. DP Board members who serve on the FLIBS Executive Board are expected to attend all meetings or arrange a designee from the other DP Board members to attend in his/her absence.

Section 3. A vacancy among any of the elected offices shall be filled by a board appointed nominee for the duration of the term. At the next possible election, that position will again be open for the general membership to vote upon.

Section 4. Elected DP board members shall be from different school districts.

Section 5. For each position, the person receiving the most votes will assume that position on the Board. In the event of a tie, a runoff vote will be taken at the June meeting.

ARTICLE VII – Duties of the Diploma Program Board

Section 1. Chair – voting member (1 year term after serving as Chair-elect)

- Serves on the FLIBS Executive and DP Board.
- Shall attend all FLIBS Executive Meetings to represent and report to DP.
- Primary communication contact between FLIBS and Florida DP
- Facilitates and runs FLIBS DP Coordinators' meetings

Section 2. Chair Elect – voting member (1 year term after election by DP membership, prior to assuming the position of Chair)

- Serves on the FLIBS Executive and DP Board.
- Shall attend all FLIBS Executive Meetings to represent and report to DP.
- In absences of chair, facilitates and runs DP Coordinators' meetings.

Section 3. Past Chair – voting member (1 year term after serving as Chair)

- Serves on the FLIBS Executive and DP Board.
- Offers guidance on the issues

Section 4. Secretary – voting member (2 year term)

- Takes minutes of the FLIBS DP Coordinators' meetings and submits them to the FLIBS Executive Director within two weeks.
- Takes attendance at all meetings.

Section 5. Member-At-Large 1 and Member-At-Large 2 – voting members (2 year term for each)
The duties of the members-at-large will be assigned by the Diploma Board, but may include the following:

- Attend all DP Board Meetings
- Offer guidance during discussion
- Speak at Coordinators' meetings upon the request of the DP Chair.

ARTICLE VIII – Meetings

Section 1. FLIBS DP Board meetings will be held at a time and place that is determined by the FLIBS Executive Board.

Section 2. The DP Board shall meet at all FLIBS meetings, after the FLIBS Executive Board meeting.

Section 3. Meetings of the general Diploma Program membership shall take place at least once per year, to coincide with the meeting of the FLIBS Executive Board.

ARTICLE IX – Quorum

Section 1. A quorum for DP meetings shall be those members present.

ARTICLE X – By-Laws

Section 1. The DP Board may provide such by-laws for the conduct of its business and the carrying out of its purposes, as it may deem necessary.

Section 2. Changes in the by-laws may be proposed in writing by any DP member to then be considered by the DP Board.

ARTICLE XI – Activities

Section 1. All activities of the FLIBS DP Membership shall be in support of the mission and objectives indicated in Article II.

Section 2. All activities of the FLIBS DP Memberships shall be in support of the mission and policies of the International Baccalaureate Organization.

Section 3. No activities of the FLIBS DP Memberships shall be in conflict with any policies of member schools, school districts, or the State Department of Education.

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