

**MEETING OF THE GOVERNING BOARD, LEF OF
WEST BROWARD COUNTY, INC.
IMAGINE CHARTER SCHOOL AT WESTON**

MEETING MINUTES

Date: December 20th, 2016

CALL TO ORDER

Mr. Sandoe called the meeting to order at 5:37 p.m.

ROLL CALL

Board members present: Patrick Sandoe, Radhika Paul, Priscilla Prado Stroze, Pascale Royal, Jhanet Garcia, Don Francey, Jason Montan, Erika Barnes (arrived 5:45), and Sylvia Allen (arrived 6:12). The following persons were also present: Paul Eichner, (attorney), Nadine Laham, (Principal), Jacky Vernon (Region Director Imagine Schools), Theresa Sumner (Assistant Principal), Karen Gross (Business Manager), Elsa Forthmuller (Finance Director) and Mrs. Kreitzer.

PUBLIC NOTICE:

Ms. Laham confirmed public notice was given via the website, email blast and posted on the front door of the school.

APPROVAL OF MINUTES

Mrs. Prado-Stroze made the motion to accept the October 25th, 2016 Elementary School minutes. Mr. Francey seconded the motion. All ayes 7-0

Mr. Francey made the motion to accept the October 25th, 2016 Middle School minutes. Mrs. Prado-Stroze seconded the motion. All ayes 7-0

PRINCIPAL'S UPDATE AND NEW BUSINESS:

- Playground update noted that an additional layer was found in the playground substructure. There will be an additional cost to remove this layer as it was not accounted for in the initial proposal. It must be removed to keep the new work in compliance with warranty.
- Class Size Reduction Compliance Plan - The school was notified that it was out of compliance. It appears to be a coding error. Administration is reviewing what went wrong to avoid future erroneous reporting. The error has been corrected. If the item had not been correctable it would have cost the school 25% of FTE money.
- The school participated in various outreach programs over the holiday season, including Harvest Drive for sister school Imagine North Lauderdale and fed 85 families; The ChildNet effort within the classrooms provided gifts for unidentified in

need students in the Broward county area; Jump For Your Heart activity for physical fitness awareness and small fundraiser for the American Heart Association; and over 600 Veteran's Day cards were created and delivered and brightened many faces.

- Imagine Weston encouraged school wide participation in the Mayor's Get Fit Challenge which took place on December 11th. Imagine Weston had over 400 registrants and was the grand prize winner of a trophy and \$5,000 - there were 700 registrants overall ALL Weston schools. The School was recognized in Newsday Tuesday by the City of Weston for their accomplishment. The prize money will be earmarked for Junior Achievement. This is the first year that Junior Achievement has decided to charge Charter Schools fees to participate in their programs. JA remains free for public schools.
- Various Magnet schools made presentations to our 8th graders on November 15th. 18 8th grade students are applying to Archbishop McCarthy this year.
- The Holiday Musical for Pre-K through 2nd grade was December 8th.
- Holidays Around the World is to occur December 21 & 22 in all classes. Each class in every grade level chooses a different country and to discuss how that country celebrates the holidays. The presentations are to be showcased to the other classes within that grade.
- The end of the 2nd quarter will be the Thursday that we get back from winter break. On that day, the Teacher of the Year will also be announced. Our Teacher of the Year is Karen Breitbart.
- It has been noted that there have been an unusual amount of sicknesses over the past weeks. Over 100 students going home ill. Mrs. Prado-Stroze remarked that, in her opinion, the maintenance staff does not clean the rooms well enough. The rooms are disgusting. Parents have come in on their own to clean classrooms. Mrs. Paul questioned why students with strep show to school and are not kept home by their parents. Ms. Laham explained that over the holiday break the maintenance crew does heavy cleaning in all the buildings.

REGION DIRECTOR: JACQUELYN VERNON –

Mrs. Prado-Stroze made the Motion to table Regional Director Report at this time and Mrs. Paul seconded the motion. All Ayes 8-0.

LEASE NEGOTIATIONS:

- The Paiz Team was present to discuss the Lease negotiation situation.
- Mr. Paiz reached out to Mr. Edelman, had some discussions with him and back and forth emails and he also spoke with Mrs. Kreitzer. Update on these conversations include:

- The Paiz Team has been assessing the situation and getting acclimated to where things stand with regards to the Lease.
- Because Mr. Francey has knowledge of the situation from previous dealings it was recommended that he, Mrs. Kreitzer and Mr. Eichner work closely with the Paiz's to get mutual understanding across the board.
- There is some ambiguity with regards who will perform the necessary inspections and who will be responsible for improvements and how much.
- The first step is to have inspections. Mr. Edelman will have his, but Mr. Paiz recommends that either the school or Imagine should have one as well to fairly represent the school's interest.
- There is also the Security deposit issue. Will there need to be one? Who will put the monies up for it? How much will it be?
- It was noted that the school itself does not have adequate funds in the budget to pay for Inspections, Security Deposit or and Improvements.
- Regular wear and tear and proper maintenance must be assessed. Bringing the facility up to par for a new tenant (new lease) will be a big factor.
- Once the Inspections occur and there is a resolution of issues between Imagine and Mr. Edelman - The Paiz team can move forward to negotiate a new lease.
- Mr. Paiz noted that in order to get a good lease, negotiations must move quickly.
- Mrs. Prado-Stroze made the motion to allow Mr. Francey to be the Board liaison to the Paiz team and for He, Mrs. Kreitzer and Mr. Eichner to update them prior to the next meeting scheduled for January 17, 2017, on the earlier discussions about the lease negotiations with Mr. Edelman. And for them to possibly attend a meeting with Mr. Huber and Mr. Edelman. Mr. Montan seconded the motion. (Mrs. Paul had to leave the meeting early) All ayes 8-0.
- Mrs. Prado-Stroze motioned to direct Imagine Corporate to provide answers as to whether they will do an inspection, when it will be completed, when the Board will have said inspection results tin their hands and the scope of the inspections. Mr. Francey seconded the motion. All ayes 8-0.
- Mrs. Kreitzer recommended, per the terms of the contract, paying the Paiz team a portion of their fee as they have been doing the work and the inspection portion holdup is not in their control or doing.
- Mrs. Prado-Stroze motioned to pay the Paiz team the first installment of \$5,000. Mr. Francey seconded the motion. All ayes. 8-0

REGION DIRECTOR: JACQUELYN VERNON –

Mrs. Barnes made the Motion to take off the table the Regional Director Report at this time and Mrs. Prado-Stroze seconded the motion. All Ayes 8-0.

- Ms Vernon complimented Mrs. Laham on doing such a phenomenal job on creating a plan that contains all six measures. She also complimented the school on their exceptional effort to help a sister school during the Thanksgiving holiday.

DISCUSSION OF NUMBER OF BOARD MEMBERS

- Mr. Eichner has previously supplied in an email to the Board and Imagine staff a breakdown of which Board seats are up for vote. The number of directors can be determined by the Board. Currently the Board has 11 seats. The Board has decided to lower the number of seats to 9. There will be one vacancy. Mrs. Laham has been directed by the Board to put out that there is an opening on the Board and that resumes should be forwarded to her prior to the annual meeting.

BUDGET UPDATE

- Elsa is waiting for the final FTE numbers (hoping to get in January) in order to be able to give an amended budget February 2017.

BOARD ACTION - None

PUBLIC INPUT - None

BOARD INPUT

- Mr. Sandoe is the only signor on the bank account since the resignation of Mrs. Diez. There needs to be another signor as soon as possible. Mrs. Garcia agreed to be the Treasurer and an additional signor on the account.
- The Board's bank account does not have enough funds to fully cover both Mr. Eichner's check and the Paiz check. More monies need to be deposited to cover the entire Paiz check.
- The new lease negotiations have resulted in unbudgeted expenses including Mrs. Kreitzer and the Paiz team.
- Mrs. Garcia made the motion to authorize the school to move \$25,000 from the school account to the board account and to amend the budget accordingly. Mrs. Barnes seconded the motion. All ayes. 8-0.
- All In For Excellence letter to the families has not been distributed as yet due to the perceived too much 'ask'.
- Mrs. Allen brought up a concern that fundraising is very vague. Families do not understand the difference between all the holiday events, Fun Run, Golf Tournament, Jump Rope, Mayors Challenge, All In, etc. As a whole the school

needs to do a better job of being clear about **who** is asking for the monies and **where** the monies are going. Service organizations, such as National Junior Honor Society & Student Government should not be in the business of raising funds and not being clear about where those funds are going. Those in charge of these groups/events need to have and communicate a better understanding of what they are doing and why. Some of these service organizations need to get back to giving back to the community not only in funds but in service as well.

- Mrs. Royal will work with Mrs. Laham on creating an ongoing space/item about fundraising to be in the school wide distributed news letter.

NEXT BOARD MEETING

The next GOVERNING BOARD OF LEARNING EXCELLENCE FOUNDATION OF WEST BROWARD COUNTY, INC. d/b/a IMAGINE CHARTER SCHOOL AT WESTON Board meeting will be scheduled to take place on Tuesday, January 17, 2017 at approximately 5:45pm, following the Special Meeting @ approximately 5:30pm and Annual Meeting @ approximately 5:40pm.

Meeting adjourned

Mr. Sandoe adjourned the meeting at 8:03pm.



Handwritten signature and date: 1/17/17