

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

MEETING MINUTES

Date: October 25th, 2016

CALL TO ORDER

Mr. Sandoe called the meeting to order at 5:50 p.m.

ROLL CALL

Board members present: Patrick Sandoe, Erika Royal Barnes, Priscilla Prado Stroze, Pascale Royal, Jhanet Garcia, Sylvia Allen and Jason Montan. The following persons were also present: Paul Eichner, (attorney), Nadine Laham, (Principal), Jacky Vernon (Region Director Imagine Schools), Theresa Sumner (Assistant Principal), Susana Padilla (Curriculum Specialist), Elsa Forthmuller (Finance Director) .

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. Allen made the motion to accept the September 26th, 2016 minutes. Mrs. Prado-Stroze seconded the motion. All ayes 7-0

AUDITOR'S REPORT -

- Official copy in each Governing Board member's folder
- The Elementary school Payroll Accrual was overstated and resulted in a finding for the year. Liability was overstated. This is a balance sheet issue in that liabilities were overstated, not that there were more assets, and does affect cash.

PRINCIPAL'S UPDATE AND NEW BUSINESS:

- IGrADES (Imagine Growth and Development Evaluation System for instructional staff – approval). Faculty voted to maintain system that we were on, but cannot use district's system (BRIDGES) so came up with this. submitting this as an Imagine South Florida region proposal. Same plan that have been on in the past, but now that we are separate from the district, have to submit entire plan over again for approval.
- **FCPCS – already approved and submitted by consortium.** Lets district know that we are following their plan in terms of evaluating instructors.

- Fire Watch -rainstorm knocked out fire system. Put on fire watch so had to have someone here walking thru buildings recording a log 24/7. This was a Friday afternoon. Fire marshall said that have to evaluate campus, everyone get off campus. That night, ADT came out to figure out what happened. ADT did not come back Saturday or Sunday. 3 people from ADT came out and fixed things on Monday enough to open school but still on fire watch. School repaired and completely functional by end of week. This whole thing cost \$15,000. Most of it is ADT labor. Going to try to make insurance claim. Fire marshall checked the logs and gave permission to stop the fire watch. This area has frequent lightning storms so going to install surge protectors to try to prevent school from being out. Need 2 per building. Check with FPL for surge protection coverage. Also, awnings off on playground b/c of storm. Just went to permit on the new playground. Hope to have new playground done when return from winter break. Mr. Sandoe noted this is why the contingency budget is necessary. The awnings are off on the playground because of the potential impact of Hurricane Matthew and will remain off as the renovation of the playground is about to be underway within the next month or so.
 - Ceiling LCD Projectors - will cost \$8,000 to install compliant with Code. Also, have to get coating for projectors on carts too. So, going to do proper installation of the projectors in the ceiling.
 - Red Ribbon Week had several student activities including various panels aimed at parents and students. The parent presentation was very informative and it was suggested that perhaps a similar one be held in the evening for the parents that could not attend the morning session.
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- Fall Fun Day was very successful and many volunteers assisted.
 - Imagine Weston participated in a food drive for Haiti and will participate in a Harvest Drive for sister school Imagine North Lauderdale.
 - The Mayor's Get Fit Challenge -we have won 5 years in a row. This year's run is December 11th at 9 am. There is a \$5,000 grand prize (no other prizes)

ALL IN FOR EXCELLENCE

- Ms. Barnes reported that the Crowdrise page is up and running for donations. Monthly donations can now be processed on the system. Per Ms. Laham, the All In Letter should be going out to Imagine parents soon.

LEASE NEGOTIATIONS

- No real update -.Mr. Eichner spoke to Mr. Edelman and let him know that we are moving forward, no communications since then.
- The Paiz team did inquire as to how wise it was for the property owner to be doing the inspection. It was reiterated that the current renter, Imagine Schools will probably want to have an inspection report of their own as well so that the two can be compared. There is now a question as to who on the Imagine side would pay for

an inspection. Ms. Vernon is to find out if Imagine Schools will pay (the current renter) or if the LEF is obligated.

- Mr. Eichner will reach out to Mrs. Kreitzer to have her get the Paiz team up to speed on the players.

REGION DIRECTOR: JACQUELYN VERNON –

- Thank you to Mr. Sasse for helping her and Ms. Laham get through the Fire Watch situation.

BOARD ACTION - Approval of Contracts

- IGrADES – Motion by Mrs. Prado Stroze to accept IGrades report by Ms. Laham and authorize Mr. Sandoe to sign IGrades evaluation system template. Seconded by Mrs. Allen. all ayes 7-0
- FCPCS - Administration Evaluation System – Motion by Mrs. Prado Stroze to authorize Mr. Sandoe to sign the FCPCS Admin Eval System. Mr. Montan seconded the motion, all ayes 7-0.

PUBLIC INPUT

- None

BOARD INPUT

- Mrs. Prado Stroze commented about the drug presentation that a parent suggested making it mandatory for Middle School Parents. The suggestion was also made that perhaps they offer a morning and an evening session and give volunteer hours for attending as opposed to making it mandatory.

NEXT BOARD MEETING

November 15th 2016 at 5:30pm.

Meeting adjourned

- Mr. Sandoe adjourned the meeting at 6:50p.m.


12/20/16

2016-17 Class Size Reduction Compliance Plan

For each school not in compliance with class size requirements pursuant to section 1003.03, F.S., this template may be used to submit a brief explanation of the school's plan to meet class size requirements for the 2017 October FTE student survey. In order to participate in the restoration calculation authorized in section 1003.03(4)(e), F.S., plans must be submitted by February 1, 2017. Class size reduction implementation strategies listed in sections 1003.03(3) and (5), F.S., may be considered, in addition to strategies not listed in statute, in order to meet class size requirements. This template may be duplicated as necessary to accommodate the number of schools for which plans are being submitted. The compliance plan must be certified by the school board or the charter school's board of directors. The signature below acknowledges your approval of the compliance plan.

*Signature of District School Board or Charter Board of Directors Chair or Designee Approving Plan
Patrick Sandoe, President of Governing Board for Imagine Charter School at Weston*

District Name: Broward

District Number: 06

School Name: Imagine Charter School at Weston

School Number: 5111

Summary of School's Plan: After being notified that school 5111 was out of compliance for class size reduction by 90 students in PreK-3 over cap for classroom periods, Imagine Charter School at Weston contacted Mr. Kenneth Dukes for assistance. Inspection of our records found the following error that has now been corrected with his assistance. We had inadvertently coded two instructors to the same classroom. Unwittingly, a first-grade teacher, was assigned to the same room as a Kindergarten teacher. With the skill and assistance of Mr. Dukes, the first-grade class has been recoded/added to Room 202 and removed from Room 216.

Our plan for the future is to proofread every line and detail in what we post to TERMS before it is pulled by the State for class size inspection. We will have multiple sets of eyes examining the data and will create a detailed checklist of items to look for. This coding error should not repeat itself for the 2017 October FTE student survey.



Patrick Sandoe

President, Governing Board of Imagine Charter School at Weston

**MEETING OF GOVERNING BOARD,
IMAGINE WEST BROWARD, INC.
dba IMAGINE MIDDLE SCHOOL WEST**

Meeting Minutes

Date: October 25, 2016

Call to order

- Mr. Sandoe called to order the regular meeting of the Imagine Middle School West governing board at 6:51p.m. October 25, 2016.

Roll Call

- The following board members were present: Patrick Sandoe, Erika Barnes, Priscilla Prado Stroze, Jhanet Garcia,, Sylvia Allen, Pascale Royal and Jason Montan. The following persons were also present: Paul Eichner, (attorney), Nadine Laham, (Principal), Jacky Vernon (Region Director Imagine Schools), Theresa Sumner (Assistant Principal), Susana Padilla (Curriculum Specialist), and Elsa Forthmuller (Finance Director).

Public Notice

- Ms. Laham confirmed Public Notice was given via website, email blast and posted on the front door of the school.

Approval of Minutes

- Mrs. Prado Stroze motioned to add Mrs. Royal's name to the roll call of the September 26th minutes. Mrs. Allen seconded the motion. All ayes 7-0.
- Mrs. Prado Stroze motioned to approve the September 26th, 2016 meeting minutes. Seconded by Mr. Montan. All ayes 7-0.

Auditor's Report

- no findings for that report b/c the discrepancy was only \$17,000 which was not material (so no finding). Changed the contribution from \$151K TO \$134K.

Executive Report

- Tax Form 990 – will be the final one as this is the last year for the middle school to be separate. It's a draft.
- Motion to be draft report provided that there are no further changes. (Need to indicate that that it's the final version by checking box B). Or, no motion. Will deal with it at next meeting.
- Ms. Vernon noted that she believes the Middle School students are calmer.

Board Action:

- None

Public Input:

None

Boad Input

None

Adjournment

- The next MS Governing Board meeting will be scheduled to take place on Tuesday, November 15th 2016, at approximately 5:30pm.
- Mr. Sandoe adjourned the meeting at 7:02p.m.


12/25/16