

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



**SPECIAL MEETING MINUTES  
Date: January 17, 2017**

**CALL TO ORDER**

Mr. Sandoe called the meeting to order at 5:38 p.m.

**ROLL CALL**

Board members present: Patrick Sandoe, Erika Barnes, Don Francey, Sylvia Allen, Jhanet Garcia, Radhika Paul, Priscilla Prado Stroze, 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), Karen Gross (Business Manager), and 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.

**AGENDA ITEMS**

Mr. Eichner reiterated that the determination of the number of board seats is annual. The purpose of this meeting is to determine how many seats will serve this year. The Board is currently 11 members; there are nine active Board members, with Mr. Sandoe leaving at the end of his term.

The discussion involved how many Board members to have serve this year. If we remain with nine and all return but the one, there will be one seat open that will need to be filled. A quorum would then be met with five Board members present. Should the Board go to eight members then the even number would not be good for voting purposes as the possibility for a tie would result in the vote failing according to Robert's Rules of Order. If the Board goes down to seven, then a current member would have to step down.

**BOARD ACTION**

Mrs. Prado Stroze motioned to reduce the number of Board members to nine. Mrs. Paul seconded the motion. All ayes 9-0.

**PUBLIC INPUT**

None

**BOARD INPUT**

None

**ADJOURNMENT**

Mr. Sandoe adjourned the Special Meeting at 5:45 P.M.



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WEST BROWARD COUNTY, INC.  
d/b/a IMAGINE CHARTER SCHOOL AT WESTON**

**MEETING MINUTES  
Date: January 17, 2017**

**CALL TO ORDER**

Mr. Sandoe called the meeting to order at 6:00 p.m.

**ROLL CALL**

Board members present: Patrick Sandoe, Erika Barnes, Don Francey, Sylvia Allen, Jhanet Garcia, Radhika Paul, Priscilla Prado Stroze, 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), Karen Gross (Business Manager), and 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. Paul made the motion to accept the December 20, 2016 minutes. Mr. Francey seconded the motion. All ayes 9-0.

**PRINCIPAL'S UPDATE AND NEW BUSINESS:**

- Elementary has done the internal spelling bees. There will be a face off between the third, fourth and fifth grades to obtain their representative. Middle School still has to compete to find their representative to represent the school in District competition. Submissions need to be in by February 2nd.
- The school tried to save money by having someone come and take the tire mulch away. There was a layer of tire mulch under the first one. And then a layer under that a layer of wood mulch. The removal of each layer resulted in additional expenses. We are now waiting for the inspector to come inspect footings for new equipment. The Footprint of playground will be a little smaller with the rubbery surface. Will have to sod in the new empty spaces.
- January is a major testing month. 3<sup>rd</sup> thru 8<sup>th</sup> are taking BSA test (practice FSA). Everyone taking STAR testing and some kids have to take state fair testing.

- Karen Breitbart, has written 46 textbooks, taught several different grades and has been teaching since 1986. The week of February 6 it will be announced which of the 3 candidates will be Mr. Sasse's candidate for Imagine Teacher of the Year. We have had our teacher be Region Teacher of the year four years in a row. Mrs. Paul commended Ms. Laham on how well she showcased Mrs. Breitbart.
- Because we are an A school, we earned money from the State. Procedure for distributing money is put to a vote amongst all staff members. The staff voted and stated their preference would be to divide the money equally between all returning staff (including office staff). Before distributing the money to staff, the Governing Board has to acknowledge and support the vote results.
- Middle School Volleyball season begins today. First Middle School volleyball game was today vs Franklin Academy.
- The Lottery window for the 2017-2018 school year opened January 17, 2017.
- Imagine Schools' Summit in Orlando – Feb. 6-9. All Principals, EVP, and Regional directors will be in attendance.
- Class Pictures – Jan 24 & 25.
- Middle School Fun Night – Jan 27. May have been canceled. Not sure.
- FTE attendance window open – Jan 27. To get second half of the money. Enrollment. Need people to ride the bus that week. See Christine to get bus pass. Ms. Laham to make sure reminders go out to all families about school attendance and bus usage during these periods.
- Report cards for 2<sup>nd</sup> quarter issued Feb. 2.
- Elementary movie night – Feb. 3
- Valentine's dances – Feb. 10. Not sure if Middle School will have Valentine's dance.
- Fun Run – Feb. 12 at Weston Regional Park. PTP will be kicking it off February 3<sup>rd</sup>. Golf Tournament is moving to fall. Weston Hills will be the location and the committee is considering having a dinner/auction for parents to attend following the day of golf.
- Students Attire For Education (S.A.F.E.) - the wearing of uniforms on campus Grant paperwork was completed last Friday. The grant should result in \$7,000 in funding for the school.

### **LEASE NEGOTIATION UPDATE**

Mr. Francey updated that at last meeting, many were vocal about speed at which things were moving. He has since gotten together with Ms. Vernon and Ms. Laham and earmarked the kind of inspections that need to be done. Mr. Francey then spoke to Mr. Paiz and requested recommendations for three inspector/providers that he was worked with in the past to possibly undertake this task. Mr. Paiz gave two to Ms. Vernon and Ms. Laham a week ago. Things are moving along. Imagine feels sense of urgency.

Tomorrow is the lunch with the Paiz team, Mrs. Kreitzer and Mr. Francey. Mr. Francey has had other conversations with Mr. Paiz and he suggested telling Mr. Edelman that an inspection was being scheduled, told him about frustration expressed by the board, and seems like Mr. Edelman is taking us more seriously. Mr. Paiz wanted Mr. Edelman to know that he is not stopping negotiations, just aligning his position with where Mr. Francey, et al, were with Mr. Edelman. The Paiz team cannot represent our position until we know the condition of the property. Mr. Paiz is not actively negotiating pending inspection results. It is also, expected that Mr. Edelman will send in his own inspectors. Mr. Francey will communicate with Ms. Vernon.

#### **REGION DIRECTOR:**

Ms. Vernon informed the Board that Christian Cascone had provided a recommendation for the inspection, too. So, that person and the two from Mr. Paiz are the people from whom bids will be obtained and Imagine will pay for inspections. Expectation is that inspections will be started if not completed by the next board meeting. Nothing that the Board is doing is holding up inspections. Mr. Sasse and Ms. Vernon are on it.

Ms. Vernon explained the process for selection of the Teacher of Year.

Mr. Sandoe's resignation from the Board was noted. Ms. Vernon commended Mr. Sandoe for his exemplary dedication to the Governing Board for the past eight years, that his leadership and dedication have been most professional; thanked him for his service; told him how he will be missed and wished him well in his next endeavors. Ms. Vernon and Ms. Laham presented Mr. Sandoe with a plaque of appreciation. Mr. Eichner echoed Ms. Vernon and commended Mr. Sandoe on how well reasoned and level headed he is and that it was a pleasure to work with him. Mr. Sandoe expressed it was his pleasure and privilege to serve the school and he thanked everyone for their support over the years.

#### **PUBLIC INPUT**

Ms. Gross notified the Board that the auditors for elementary school have been requesting bank statements for the period of July 2015-May 2016. The bank will not release the statements without an authorized signor signing off on the request. Mr. Francey, Mrs. Prado Stroze, and Ms. Garcia will be signatories on the bank account. They will meet at the end of this week to go to the bank and become authorized signors on the account. And then the appropriate request will be sent to the bank and the auditors should then receive the information of which they are looking.

#### **BOARD INPUT**

Ms. Garcia has noticed that the monthly financial report has a surplus. Mrs. Forthmuller explained that Capital outlays are higher thru June because middle school students are included. There are six months more coming (\$66K). FTE per student this year is not that high. Also, giving up \$50K more for transportation. Per student went up from \$371 to \$378. Did recount for everything based on FTE count. We have more riders than we

are being paid for. The Contingency is still there, it has not been diminished. A recount in January for everything counted in October has just been completed. September and October will be included and spread out over the rest of the year.

The school has committed \$10K to playground. May be a little bit more because of the layers. Also, there have been some unexpected expenses, like the Fire Marshall citations and the projectors. A question had been asked if the surplus would have to go to repayment of the loan. Ms. Vernon and Ms. Laham said the Loan will be discussed at the next meeting.

Lease negotiations have cost more than originally budgeted for. More funds had to be allocated to the board to pay for expenses such as the Paiz team. The Board inquired if at the Next meeting, we go deeper into surplus amount and how it will be allocated? Should be done thru budget amendment. Still waiting for final numbers before exact surplus amounts can be discussed.

Also, the district changed date that is going to start giving FTE revenue to schools. Now, money will be given mid-month, not end of month. Will not effect this school very much.

Right now, we get money for 303 students. Need to try to get that up.

Ms. Barnes noted that since All-In has not been promoted much perhaps some of the surplus could go toward teacher retention. All-In was further discussed. It was determined that the Board does support the initiative for this year and that now is the perfect time for a revised letter with new Board President signature to be sent out immediately to families asking for their support. The letter is to be revised by Mrs. Royal and signed by all Board members and sent out within a week to 10 days time.

## **BOARD ACTION**

- Mrs. Stroze motioned to authorize Mr. Sandoe to sign IRS Form 8879 E-O. Mr. Montan seconded the motion. All ayes. 10-0.
- Mr. Francey Motioned to give Board acknowledgement of the vote of the staff and approval of A+ money distribution plans. Mrs. Barnes seconded the motion. All ayes. 10-0.
- The Board directed Ms. Laham to advertise and request resumes for open board member position.

## **NEXT BOARD MEETING**

The next Governing Board Meeting of the Learning Excellence Foundation of Broward County, Inc. d/b/a Imagine Charter School at Weston is scheduled to take place, Tuesday, February 21, 2017 at 5:30 p.m.

## **Meeting adjourned**

Mr. Sandoe adjourned the meeting at 7:20 p.m.