

MEETING OF THE GOVERNING BOARD,

**LEARNING EXCELLENCE FOUNDATION OF
WEST BROWARD COUNTY, INC.**

d/b/a IMAGINE CHARTER SCHOOL AT WESTON

**MEETING MINUTES
Date: October 9, 2017**

CALL TO ORDER

Mr. Francey called the meeting to order at 5:40 p.m.

ROLL CALL

Board members present: Don Francey, Erika Royal Barnes, Radhika Paul, Jhanet Garcia, Jason Montan, Pascale Royal, and Scott Beck. The following persons were also present: Paul Eichner, (attorney), Nadine Laham, (Principal), Jacky Vernon (Region Director Imagine Schools), Karen Gross (Business Manager), Elsa Forthmuller (Finance Director), and Theresa Sumner (Vice Principal).

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

Ms. Paul made the motion to approve the August 1, 2017 minutes. Ms. Barnes seconded the motion. All ayes.

Berman Hopkins Audit for 2016-2017.

- Imagine subject to Government Accounting Standards.
- Opinion is clean/unmodified. No findings. The "finding" on the last page is from last year and it's been cleared.
- Change in net position is up \$149,000. Net position at end of the year was \$1,100,000.00. That is a very positive fund balance for a charter school. One reason is that we merged the two schools and eliminated some redundancies.

PRINCIPAL'S UPDATE AND NEW BUSINESS:

1. a. Contracts

2. ~~Biscayne Air – we have high AC bills due to repair and replacement of a/c units that were damaged by Hurricane Irma. We're replacing them due to being destroyed by power surges. Contract runs from September 1, 2017-August 31, 2018. Right now, they are doing maintenance and replacing units (labor cost is included in price). Should be changing out the air handler and the outside unit.~~

Action items: get hourly rate and definition of major and minor for contract and then can sign contract.

Maybe can get a low-interest loan through FEMA. Might help with deductible.

Don Francey suggests going to landlord and asking for some sort of consideration given the storm damage and resulting repairs.

- b. Character Report Cards – does not include kindergarten (grades 1-3, then 4-5, and middle school). Students with unsatisfactory character report card are not eligible for honor roll and may be excluded from field trips. What happens if there is a dispute on something on the character report code? Should be documentation on anything (should be communications with parent, maybe detention).

Dress code discussion on balancing the message.

- c. Hurricane Irma damage and post-storm update: trees and foliage and debris removed by end of first week. Leaks cleaned up and all water and negated. One roof leak that was in the 100 building was fixed. Lost part of the front awning. Playground awning was removed and can be put back up. Waiting for end of hurricane season. Students are not outside that much b/c ground is wet and spongy. Will put awning back on when can see that it won't have to be pulled off again. Hope to have it back up by December.

Need to discuss storm drainage issue. If it can go into the storm system, it's draining but land is not graded so it's standing water and it's not draining. May need to engage civil engineer to check draining issue b/c a property should not be holding this much water. Especially in Weston b/c they have good drainage.

- d. State teacher's scholarship. Allocated by the state legislature. Last year, it was available and no one applied for it. This year, we have some teachers applying for it. \$6K per teacher if highly effective and in 80th percentile or better for SAT or ACT when they took it. Must be submitted to district by November 1st.

Governing Board has to sign application for each teacher who is applying.
What about teachers from out of country?

If teacher is considered highly effective, will be eligible for \$1200 award for being HE and working here for a certain amount of time.

For teacher rated "effective" will be eligible for \$800 scholarship, depending on how much is left in the "pot." Have over 20 teachers who are eligible for highly effective. Teachers who are getting board (SAT/ACT) scores, can get \$6K and \$1200 so eligible for \$7200 of state money

- e. Plan for teacher/staff retention, etc: at last meeting, tasked Ms. Laham with coming up with a plan for teacher retention. Goes into fund balance. She asked for \$140K at last meeting, and now is asking for only \$110K. 63 staff members (\$1200/each for returning teachers - \$600 at Thanksgiving/Winter Holiday and another \$600 around spring break, including 18% ers have to pay, that will be \$89K.
- Pay for performance – have budgeted for 1.5% for teachers and admins. Never budgeted for 1.5% for highly effectives to get 3%.
 - Once you give this as a salary, it becomes next year's base. Not sure if next year's budget can absorb this new base.
 - Currently
 - (a) out \$49,000 from storm outlay
 - (b) down an entire class in Middle School which has impacted FTE and had to let a teacher go.
 - (c) Capital outlay was almost \$100,000 less than last year. Dilemma to keep people happy and yet maintain a sound budget.
 - Retention would cost around \$90,000 - to be paid to those teachers that have returned this year that were employed last year. There was 1.5% built into the budget but have not received it yet (pay for performance). Shortfall in the budget is \$16,000 from that amount. Still don't have Highly Effective (HE) information until scores are out.
 - Mr. Francey suggested communicating to the teachers the financial position of the school (down \$380,000 due to Irma, Capital Outlay and reduced FTE) - so understand that we are trying to figure out a way to provide teacher raises. The Board cannot agree to anything right now until some of this is resolved.

- f. School Excellence Program "SEP" - School goals for the year.
- g. Patriotic songs initiative. Most students do not know any American heritage, folklore songs. Staff has been working with every class during morning announcements. Topics include Civil War, Revolutionary War. - Resonating nicely with the students.
- h. Highly Effective teachers - pay for performance - discussed above.
- i. Out-of-Field teachers – all teachers need to be certified to teach their content area. Where teaching students who are ESOL students, need credits and courses to complete ESOL endorsement or, if teaching gifted kids, need gifted endorsement. On website (since last Friday). Teachers who are out of compliance, either because of ESOL or gifted. And one teacher working on history. Have two teachers who have statement of eligibility because they are so new. Rest are on temporary (passed statement of eligibility) to make sure have all classes to make permanent. Ms. Roach is teaching a couple of history courses, she has up to 6th grade but she is teaching the 8th grade history. She is enrolled in course and will take test soon. Out of Field waivers last 12 months.
- j. Digital classroom plan. Erate will pay \$8,000 so school costs will be about \$12,000.
- k. Request to not add hours to school calendar due to Hurricane Irma. We have 1010 hours of instruction (minus lunch and recess) and you need 900 instructional hours by law. So the four Imagine South Florida region schools will submit this with the Board's permission to see if we can waive not having the early release and the one in December as well.
- l. Canvas student information system has been delayed so currently using Thinkwave. Contract is all settled, but the teachers will need a lot of training. Once the teachers know it, projects and class activities can be loaded mitigating communication issues regarding homework and grade book. There is a big learning curve for parents/students and teachers. Once it is ready to roll, teachers will need another training. Hopeful that it will be ready to launch within next couple of weeks.

PUBLIC INPUT

- Concern that parents might be angry if October 19th becomes an early release day again.
- Teacher salaries - comment was made that positive effect on students scores is the consistency of teachers.
- Comment was made that they support approaching the Landlord with a proposal to try to eradicate the \$50,000 loss for the hurricane.

BOARD INPUT

- Ms. Barnes commented that All In For Excellence has not been well promoted by the teachers and suggested that they be encouraged to promote it more.
- Ms. Paul commented on the drop-off/pick-up situation at the school. Parents are not following the rules and it is resulting in some scary situations.
- There is a new manager at Publix who will not allow Imagine families to park in their lot any longer.
- There is a Facilities meeting November 7th from 5-6pm followed by an Emergency Budget meeting at 6pm.

BOARD ACTION

- Mr. Beck made the Motion to accept the audit report from Berman Hopkins – Ms. Paul seconded the motion. All ayes.
- Ms. Barnes made the Motion to authorize Mr. Francey to sign the form to allow the teachers to apply for State Teachers Scholarship pending confirmation that teachers are eligible. Mr. Montan seconded the motion. All ayes.
- Ms. Barnes made the Motion to approve and authorize Mr. Francey to sign Out of Field waivers for fourteen teachers. Ms. Paul seconded the motion. All ayes.
- Ms. Royal made the Motion approving and authorizing the digital classroom plan and authorizing Mr. Francey to sign it. Ms. Paul seconded the motion. All ayes.
- Ms. Barnes made the Motion to approve proposed plan as set forth by Imagine Schools to modify and authorize transmission to the School Board. Mr. Montan seconded the motion. All ayes.
- Mr. Montan made the Motion to authorize Mr. Francey to sign termination and release agreement with the Pais Team as consultants – Ms. Paul seconded the motion. All ayes.
- Mr. Eichner is resigning because it's time to move on - he has been the attorney on record for 17 years. He will bring a potential replacement (Julie Clark) to the next meeting. He won't leave us in the lurch and if we don't like the potential replacement, he will wait until we find a replacement.

NEXT BOARD MEETING

The next Governing Board meeting will be a Facilities Meeting Tuesday, November 7th, 2017 at approximately 5:00 p.m. followed by an Emergency Budget Meeting @6:00pm. The next regular Governing Board Meeting will be held Monday, November 20th, 2017 at approximately 5:30pm.

Meeting adjourned

The meeting was adjourned at 9:00 p.m.

Imagine Charter School at Weston

2017-2018 School Year

Out of Field (OOF) Teachers

Patrizia Alvaro - Certification: Elementary Education, Exceptional Student Education,
World Language - Spanish
OOF: Gifted & ESOL Endorsement

Jennifer Bucker – Certification: Elementary Education, Gifted Endorsement
OOF: ESOL Endorsement

Anne Cicale – Certification: Elementary Education, ESOL Endorsement
OOF: Gifted Endorsement

Lilliana Gamboa – Certification: Elementary Education
OOF: ESOL Endorsement

Lisa Krumper – Certification: Elementary Education
OOF: ESOL Endorsement

Trimar Lugo – Certification: Pre-Kindergarten/Primary Education
OOF: ESOL Endorsement

Anila Qureshi – Certification: Biology, Chemistry
OOF: Gifted Endorsement

Patricia Roach – Certification: Elementary Education, ESOL Endorsement, Gifted Endorsement
OOF: History

Elizabeth Sentell – Certification: Elementary Education
OOF: ESOL & Gifted Endorsement

Marcela Sotomayor- Certification: Elementary Education, ESOL Endorsement,
Pre-Kindergarten/Primary Education, World Language-Spanish
OOF: Gifted Endorsement

Rosa Lima Tabares – Certification: Chemistry
OOF: Gifted Endorsement

Solange Ventura – Certification: Elementary Education, ESOL Endorsement
OOF: Gifted Endorsement

Jennifer Vigille – Certification: English
OOF: ESOL, Gifted and Reading Endorsement

Susan Zapata – Certification: Elementary Education
OOF: ESOL Endorsement