



Minutes

Governing Board Meeting
Imagine at Broward, Inc
D/B/A
Imagine Charter School at Broward
August 2, 2013
9:00 AM

Imagine – Broward LLC

Rena-Rae Kaufman (Board Chair member)
Linda Silver (Board member)
Ilene Garland (Board Member)

Non-Board Members

Jacquelyn Vernon, Regional Director
Elsa Forthmuller, Regional Finance Director
Linda Arnold, Principal
April Leonard, Business Manager
Brooke Davidson-London, Teacher
Nancy Vabre-Clewner, Teacher
Simone Naris, Parent
Monica Eastep, PTO President
Nikki Tarquinio, Parent
Pam Lubin, Parent
Ron Veltman, Parent
Leslie Adams, Parent

Welcome

The meeting was called to order at 9:16 AM by Ms. Kaufman, Board Chair.

Public Notice

Ms. Arnold stated that the meeting had been publicly noticed through a parent email and posted on the doors. It was also placed on the website.

Minutes

Board reviewed and approved June 13, 2013 minutes.

Principal's Report

- Elementary Grade/Academic Coach

Ms. Arnold spoke about Elementary School Grade going to a "B". Last year we had several new Elementary teachers come on board and many were first time teachers. This year we anticipate little change in teachers as this will help with the grade. Amaya Corral will be the full-time academic coach for the 2013/2014 school year. One of her roles as the academic coach will be to analyze data with the teachers. She will make any necessary academic improvements so our grade in the Elementary school will return to an "A". Over the summer Amaya accessed the textbooks and placed orders for new Language Arts, Science and Math textbooks. All textbooks have arrived.

- Enrollment/ New Hires

Enrollment for the 2013/2014 school year is currently at 654 but number may change. Our number is a little over but many students that were enrolled last year may not return.

Ms. Wesley who has been a teacher for several years retired and our PE teacher Coach Warrington moved to New Jersey. The position of the PE teacher was filled by Josh Yesner. Beth Schneider a primary teacher and Connie Beverly our music teacher did not renew their contracts. Michelle Fortner was hired on as the new music teacher. We also added a new kindergarten class and Julie Kaluris was hired to take that position. We added Kauni Logan, Bryanna Harrington and Misha Fletcher to replace the teachers that did not return. Teaching clusters have been changed from 3 teachers to 2 teachers.

Pat Jarrett retired and Caroline Schilling was added on as the full-time guidance counselor. Caroline will also be handling all testing material. She will be upstairs near the middle school. She has already been proactive and set up a website as well as parent resources.

- Classroom moves/Repairs

Many of the classrooms had to be moved to accommodate so all of the grades were in the same wing. The entire interior of the school was painted as well as new flooring in the main office. Many parents helped doing various jobs around the school during the summer. Ms Bravo, one of our parents, will be painting the 6 pillars in the cafeteria. Ms. Kaufman mentioned that we received a nice compliment that our school is immaculate.

- Recycling Award

With the assistance of parents and staff, we took 1st place in the Dade recycling contest and won \$1000.

- Technology

Over the summer the technology team did upgrades to our system so our internet will run more efficiently for the 2013/2014 school year. We were able to purchase new towers and headsets for the Library. We were also able to order Procure. This software program will be used for aftercare and VPK to make the payment process easier and more efficient for parents. We will also be able to use Procure as a time clock for our staff.

- Professional Development

We had several professional development workshops that were offered over the summer to the teachers. The workshops were coordinated by the region and were held at Broward. The Race To The Top funds were used to pay the teachers that attended the workshops. Twenty-five staff members are planning to attend the Imagine Forum in Orlando. Six teachers went to the common core training as well as Ms. Gayle, Ms. Arnold and Ms. Corral.

- Upcoming Events

Our teacher Meet and Greet will be held on August 16. Times for this will vary so there will not be any traffic or parking issues.

We will be holding open house on September 10 for K-1st, September 11 for 2nd-3rd, and September 12 for 4th – 5th. Ms. Garland and Ms. Kaufman will attend one of the open houses.

- PTO

PTO paid completely for the artificial turf on the playgrounds. PTO is now downstairs and more accessible for parents. They also contributed funds for the new flooring in the main office.

- Academic Framework

Ms. Vernon mentioned that the teachers will be incorporating 3 of 6 measures into their new academic framework. We are trying to incorporate this for all the schools in our region so everything reflects the same for each school. We are rolling this out with the expectation that everyone is accountable for our Six Measures. Our Group Academic Adviser (GAD) will go through the new academic of accountability with the teachers.

Arlington and National Academic Team will engage in activities and have the right equipment to evaluate. All governing boards will receive the same information for all schools on the Academic Framework.

BUDGET 2012-2013

The Final Budget we were able to give 2% in June and 3% in October to staff. We are able to get text books and electronic supplies as well as upgraded the infrastructure. The technology upgrade was about \$50,000. Imagines in house IT team dedicated their time and this saved money on labor.

We will set up a board meeting in mid September for the auditors to review the final audit information. Ms. Forthmuller explained the fund balance states that we spent over \$73K in capital items. It is in the unaudited budget.

Board motioned to approve the elementary budget.

GOVERNOR'S RAISES FOR TEACHERS

Ms. Arnold spoke about the raises from the Governor for the teachers. Ms. Vernon emailed Ms. Perry regarding the funds and the District cannot give us the money because it has not been negotiated. Our money is not tied to any negotiations and we are on the top of list to receive the funds.

Elementary earned a B grade the first year, an A the second and third year and a B this year. We cured the financial hiccup. This year we hope the Commissioner will be sending us a letter that would mean we could have a 15 year charter renewal. This would also cut down on administrative fees that the District passes down to the schools.

HANDBOOKS

Board reviewed the staff, parent/student and emergency handbooks. The board motioned and approved all handbooks.

CHARTER SCHOOL LIAISONS

Shaquita Mills, the schools ESE Specialist, volunteered to continue to be the liaison for elementary school. The board motioned and approved the re-approval. Ms. Vernon explained to the new perspective board members what is required of a liaison. The new liaison will be included in all documents, handbooks and charter school etc.

GOVERNING BOARD VACANCY

We have a few vacancies on the board. Ms. Vernon mentioned that when interviewing for new members they look for well rounded candidates.

Ms. Garland wanted to know the term of a Governing Board member. Ms. Vernon stated the terms are three years or sooner if member is removed or resigns. The certification course has to be updated every three years as well. The positions are negotiable or amendable.

Ms. Arnold spoke about each candidate that was present at the meeting. Ms. Kaufman asked what the process was to fill positions. Ms. Vernon explained the process and if there was more than one resume received then it can be posted with a deadline. She also mentioned that if you have more than one person, interviews are conducted and then the board will decide who will be the new member. Ms. Arnold will post governing board vacancy again and will incorporate a deadline.

Ms. Kaufman suggested that the next board meeting the interviews will be conducted. The board will make up questions and will interview each candidate. Board motioned to accept and moved to do interviews next meeting.

Public Input

Simone Narcis inquired as to why there are five members on the governing board. Ms. Vernon stated it is in the bi-laws to have five members on the board.

Simone Narcis also mentioned the main office update looks great. She asked if the students will have access to the guidance counselor on their own or does it have to be with parent. Ms. Arnold explained the students can set up appointments on their own. She will be easily accessible. Caroline Schiling will also start with articulation for those going into high school in January. Digging Deeper will be infused as well.

Board Input

Ms. Garland inquired if parents get an update of things going on at school. Ms. Arnold stated that all school updates, events and notices are being sent out via mail chimp to notify parents. Ms. Garland also wanted to know if the governing board will be able to receive the updates too. Ms. Arnold said they will add the members to the email list and will have a new section on the website that will be designated for just governing board information.

Board Meeting Dates

Meetings will be held every other month on the 3rd Thursday.

Board meetings for the rest of the year are as follows:

September 19, 2013 @ 5:30PM

November 7, 2013 @ 5:30PM

January 16, 2014 @ 5:30PM


March 20, 2014 @ 5:30PM

May 15, 2014 @ 5:30PM

June 19, 2014 @ 5:30PM

Adjourned

Motion and moved to adjourn at 9:28 AM.



Signature, Chair of the Governing Board

Date 9/19/13