



## Minutes

Governing Board Meeting  
Imagine Broward County, LLC  
D/B/A  
Imagine Charter School at Broward  
January 22, 2014  
5:30 p.m.

### Imagine – Broward LLC

Rena-Rae Kaufman (Board Chair member)  
Linda Silver (Board member)  
Dan Tarquinio (Board member)

### Non-Board Members

Jacquelyn Vernon, Regional Director  
Elsa Forthmuller, Regional Finance Director  
Linda Arnold, Principal  
Rod Sasse, EVP  
Brooke Davidson-London, Teacher  
Nancy Vabre-Clewner, Teacher  
April Leonard, Business Manager  
Nikki Tarquinio, Parent

### **Welcome**

The meeting was called to order at 5:47 PM by Ms. Kaufman.

### **Public Notice**

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

### **Minutes**

Board motioned to accept the amended minutes from November 7, 2013.

### **Principal's Report**

Ms. Arnold stated our enrollment is steady at 658 which is four students over our budgeted amount.

Assemblies were held for Kids of Character and Honor Roll.

Reenrollment forms were distributed to all students. Forms are required to be turned into the office on January 24, 2014.

Imagine Family Surveys were sent home January 21, 2014. They are due back by January 28, 2014. Ms. Arnold stated that we are going to give a voucher for one hour that parents can apply towards their volunteer hours if they turn the survey in.

Imagine mid-year Assessments and Benchmark Assessments have been completed. We have analyzed the Imagine mid-years and now we are waiting for the district BAT Results. Ms. Arnold stated that our 1st-3<sup>rd</sup> graders did well and the 3<sup>rd</sup> - 8<sup>th</sup> graders did well on the lower and middle order questions but not the higher order questions. The 6<sup>th</sup> -8<sup>th</sup> graders took middle school civics and algebra. These tests are good predictors of how they will do on the FCAT.

The mid-year Reading Assessments will be given to 1<sup>st</sup> and 2<sup>nd</sup> graders next week. This is the District test for promotion.

The 3<sup>rd</sup> grade teachers will begin accessing the students on the State Reading Portfolio. Session A will be given out next week.

All teachers received their retro portion of the raise from the Governor in the last paycheck in 2013. The remaining amount will be distributed throughout the remainder of this school year.

We are getting ready for the Boosterthon fundraiser activity. This year we will be doing more of the work but the benefit to more work is getting a larger percent of the money collected in return. Boosterthon will put on the pep rally and fun run. The teachers, PTO and volunteers will help keep up the momentum going for pledges. Funds go directly to the school.

"Wish Upon a Star" program was successful and we were able to brighten the holidays of seven families.

Brooke Davidson-London was selected as our Teacher of the Year for 2013/2014.

Mr. Tarquinio asked if the Non-Profit Status has been designated. Ms. Forthmuller explained the LLC was under Imagine Schools umbrella. As soon as you begin the process to apply for 501C3 you can start using that status. The Inc had to apply for 501c3

We are working with PTO on purchases with their extra funds. We are looking at adding additional security cameras, blinds or window tint on classroom windows, and water fountains. The Fire department made us remove all blinds and curtains due to the fact that they were not fire retardant. We are still researching prices for blinds to see what is the most cost effective. We are also looking to install two additional water fountains on the first floor near the entrances of each playground.

We ordered and received a 25 station lap top cart for the elementary. This will be a great asset with online assessment testing

The lottery information for next school year has been updated on the schools website. We have already begun receiving applications.

The primary classes will be celebrating 100 day of school on January 31, 2014.

The Social Studies books for 4th & 5th grade should be arriving by the end of January.

The Imagine Character Essay contest is currently underway, and we are excited to see the outcome.

#### **HIGH PERFORMING CHARTER SCHOOL**

The paperwork was completed and sent to the district. We have sent all necessary information to the School Board. Ms. Vernon stated that Ms. Jody Perry will need eight weeks to review information received. We hope to

be on the February 18 or 19, 2014 School Board agenda regarding this matter. Ms. Vernon explained the high performing statute is to make sure we submit our financial reports on a quarterly basis instead of monthly. With a high performing status there is a possibility of combining the middle and elementary schools into one school. We will be having a task force to look at the possibility of combining the two schools. Ms. Kaufman asked what are the benefits to merging the two schools into one. Ms. Arnold explained that we wouldn't have to do separate budgets as well as current 5<sup>th</sup> grade students would not have to reenroll for 6<sup>th</sup> grade. Ms. Silver asked what the financial impact is. Ms. Arnold explained it would benefit the middle school for budget purposes because both schools would be under one budget. The question was asked what is the reason we have an LLC and Inc. Mr. Sasse explained the history behind the LLC and the Inc. We had to write a whole new application for the middle school because Broward County School wouldn't allow us to be under one. It took seven years to get the LLC status. The schools attorneys are reviewing all the information regarding the LLC and Inc status. Ms. Vernon stated that we are looking to have this merge completed by June prior to the beginning of the 2014/2015 school year in August 2014 if possible. The state and county view us as two separate schools but Imagine views us as one school. We would be able to have four teachers for middle school rather than three teachers. There will be notification to parents and staff if the merge takes place, as it is very important because of the possible reconfiguration of teachers.

#### **OUT OF FIELD WAIVERS**

Ms. Heidi Sands is elementary certified and is working on her ESOL endorsement.

#### **CONTRACT FOR VENTURE DESIGN**

The school system is offering charter schools various services for which they charge a fee. For example you can contract for health screenings, behavioral counselors and social workers. There is a minimum charge of \$500 whether you use the services or not. It was decided that it was late in the school year and since we have other persons who can provide the services, we would not sign a contract at this time.

#### **BUDGET**

The elementary budget is doing very well. Mr. Tarquinio inquired about the projected plus on the budget. Ms. Forthmuller explained about the fund and modified balance. Ms. Forthmuller explained about the financial with projects not really amended. This budget will need to be amended for the next meeting. Once the Governors raise is adjusted on the budget, it will show a more accurate funding amount. Last year we were able to buy a reading, science and history series which will cover the next five years. Mr. Tarquinio inquired about the Governors raise money in budget. Ms. Forthmuller explained that the teachers received a retro check in December that was calculated from August thru December. Going forward they will receive a biweekly stipend. This money was not able to be calculated into the budget until recently because the funds were just received. Ms. Vernon stated that the school needs to keep the unencumbered funds in case of emergencies such as a hurricane, etc. Mr. Tarquinio asked about the June budget because of teachers salaries. Ms. Forthmuller explained that June is large because we have to accrue June, July and half of August of salaries. No vote needed because this is just information.

#### **GOVERNING BOARD TERMS**

Ms. Vernon stated she did research on the terms and it is in the bylaws as well in the middle school article 5.3. A governing board member has to remain off the board for a year before returning as board member. Ms. Vernon spoke about the beginning and ending terms. Imagine Schools would like us to stagger the terms of board members so not everyone goes off the board at one time. The board members are required to renew certification once every three years.

**FUNDRAISERS**

Mr. Tarquinio asked about fundraising opportunities. We have had McDonald's fundraiser night as well as monthly \$1 dress down days. Ms. Arnold explained that Boosterthon is one of our more profitable fundraiser. Ms. Vernon asked if we have participated in a "dough nights" as another fundraiser. Ms. Arnold stated that we have done a "dough night" fundraiser with Pepperoni Grill. Our next McDonald's fundraiser night is scheduled for February 20. Mr. Tarquinio said the event based fundraisers promotes school spirit. The middle school will have movie night fundraisers in the future. The middle school students enjoy the dances rather than fundraisers. The middle school business class does well with the candy carts and the store is run by students.

**Regional Input**

Ms. Vernon spoke about the support and services Imagine Schools receive from the Region and Corporate offices. Rod's Group has a Group Academic Director (GAD), Ms. Judy Muth. She works with the curriculum coaches and Rod's Group and provides professional development. She also writes an article once a month called "Imagine Insights". Ms. Karen Gayle who is on the National Education and Achievement team for Imagine Schools also writes about how to "Inspire", a short paper which focuses on our literacy initiative to the Imagine staff. "Noteworthy" is written by VP of Communication and she also sends out press releases. Ms. Vernon stated she wanted to keep the Governing Board informed of what happens at Imagine Schools.

**Public Input**

None

**Board Input**

None

**Adjourned**

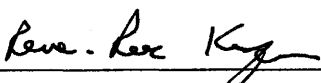
Motion and moved to adjourn at 7:03PM

**Upcoming Meetings**

March 20, 2014 @ 5:30 PM

May 15, 2014 @ 5:30 PM

June 19, 2014 @ 5:30 PM

  
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Signature, Chair of Governing Board

Date: 3/20/2014