



## Minutes

Governing Board Meeting  
Imagine Broward, LLC  
D/B/A  
Imagine Charter School at Broward  
May 15, 2014  
5:30 p.m.

### Imagine – Broward

Rena-Rae Kaufman (Board Chair member)  
Linda Silver (Board Member)  
Ilene Garland (Board Member)  
Leslie Adams (Board Member)  
Dan Tarquinio (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

### **Welcome**

The meeting was called to order at 5:38 p.m. by Rena-Rae 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 motioned to approve March 20, 2014 corrected minutes. Board also motioned to approve March 31, 2014 corrected minutes.

### **Principal's Report**

We had nine 4th and 5th graders that will represent Imagine Charter at Broward at State Science Fair in Orlando.

All Assessments for FCAT's, SAT's, and EOY's have been completed. The End of Book test will be given only to those 4<sup>th</sup> and 5<sup>th</sup> graders that need it. All 3<sup>rd</sup> graders completed their reading portfolio.

The 5<sup>th</sup> grade Computer Based Testing went well. We did not have any major glitches.

The 4<sup>th</sup> and 5<sup>th</sup> graders attended a field trip to Birch Park. It was a great educational experience.

Plans for 5<sup>th</sup> Grade End of the Year Awards Assembly are being made.

We have had some really great educational in-house and off campus field trips such as the canoe trips to Birch Park and in-house field trips on renewable energy.

The PTO sponsors the "Straight A Cafe" which will be held on the last week of school.

Assemblies for Honor Roll, Character Ed, etc. are all being scheduled.

We had 10 students who completed the Advanced Reading Challenge. They had to read 25 books as well as do a project on each book. Each student will receive a \$50 Barnes and Nobles gift card.

We had another successful Scholastic bookfair. It made over \$10,000. This also helps teachers to purchase necessary books for their classrooms.

PTO did a great job for teacher appreciation. PTO purchased additional blinds for the classrooms. They are working on purchasing more security cameras. The permits were just signed to install the cameras. Ms. Arnold stated she is looking into purchasing blinds for the entire school.

Most of April and May we have been testing. Testing scores for primary grades will be back by May 23. Ms. Arnold already received the 3<sup>rd</sup> grade portfolio grades. The students who have not mastered the portfolio have all been going thru the RTI process. Their parents are aware of their lack of progress. Ms. Silver asked how many students may not pass. Ms. Arnold said there are 12 out of 90 that may not be promoted.

Ms. Kaufman signed engagement letter for Berman Hopkins to complete our audits.

#### **STATUS OF 2ND CHARTER AMENDMENT**

Second Charter Amendment was approved on May 6, 2014 to merge both schools. It is a second amendment. Ms. Vernon said it will go into effect on July 1, 2014. We are the first in the Broward County School District to merge schools. Will send the Consortium a letter that we will be one school and to bill us as only one school. All contracts will be approved on the middle school budget. Ms. Vernon said the attorney has issued a list of things we have to complete for the merger. Ms. Arnold explained that IDEA will be able to be merged together and will only need to do one plan. Capital Outlay will roll into one plan. Ms. Arnold said we are working on our inventory. We need to identify how all items were purchased. Ms. Adams had a suggestion to keep a separate merger file just as back up because of past experience. Ms. Arnold said she has kept everything.

MSID number – Ms. Vernon tried to complete it for tonight but she is still reviewing some of the items. She sent this information to the attorney to review to determine what we need to do.

#### **BUDGET 2013-2014**

Ms. Arnold stated the April budget is just informational. The budget is doing well. Ms. Arnold explained some of the things we may purchase. Mr. Tarquinio asked what the remaining Contingency funds will be used for. Ms. Arnold said it will be used to give the teachers their 5% stipend. Ms. Forthmuller explained why the state did not issue the revenues certain for the month of May.

#### **BUDGET 2014-2015 Preliminary Combined Budget**

Ms. Arnold said it is not as rich but we are still in the black. The State of Florida reduced capital outlay funding from \$90 million to \$75 million. We lost 19% for capital outlay and employee benefits increased. In the State of Florida our workers comp is very high and it is going up 20%. We still aren't sure about the FTE and the Teacher Allocation Fund (TAF) money. If the FTE goes up then the lease payment will go up. Ms. Forthmuller explained if the FTE does not increase then the lease does not increase. An approved preliminary budget needs to be sent into the School Board once

approved. Mr. Tarquinio asked if the budget included an Assistant Principal. Ms. Arnold said yes. Ms. Adams asked if the school is considered a K thru 8th why is the Pre K on the budget? Ms. Forthmuller explained that the Pre K is private but everything is processed through the school.

Board motioned to approve the 2014-2015 Preliminary Budget.

#### **CAPITAL OUTLAY PLAN 2014-2015**

Advanced ED is sending a whole change form to change our accreditation to move in the middle school. The plan had to be submitted by May 15. If they approve it they will issue \$26,000 for capital outlay.

#### **VENDOR CONTRACTS FOR 2014-2015**

Ms. Arnold asked the board to put this on hold until next meeting. Ms. Arnold will send them electronically to the board for review. The contracts being renewed are as follows:

- \*In Unison
- \*Daidone Food Services
- \*O'Dara Cleaning Services
- \*Building Air Services (formerly known as Commercial HVAC)

Board will officially approve vendor contracts at next meeting.

#### **Regional Input**

Ms. Vernon distributed a copy of the Legislative Session. Page two speaks about base student allocation and the increase of 2.61%. Ms. Vernon stated the Governor is maintaining the teachers' salaries for the year. We are fighting to have the TAF on a separate line not on FTE line. If on FTE line, the district will take the 2% or 5%. Mr. Tarquinio asked about the budget and the FTE. Ms. Arnold explained that we are adding an additional 22 students in the middle school. Mr. Tarquinio asked if the TAF was included in the new budget. Ms. Forthmuller explained that the TAF is on the FY 15 budget and spoke about how she calculated the funds. Ms. Forthmuller said that the capital outlay was reduced.

#### **Public Input**

None

#### **Board Input**

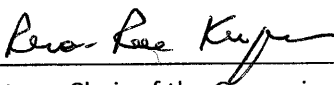
Ms. Kaufman asked about new candidates. Ms. Arnold stated she did post the openings and one parent (Mr. Rampat) sent in their resume. Ms. Arnold said she will post the openings again.

#### **Adjourned**

Board motioned and moved to adjourn at 6:15 p.m.

#### **Upcoming Meeting**

June 19, 2014 @ 5:30 p.m.

  
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Signature, Chair of the Governing Board

Date 6/19/14