

Minutes
Imagine at Broward, Inc.
Imagine School at Broward
Governing Board Meeting
October 28, 2019
5:30 PM

Imagine School at Broward

Brian Schlang (Board Member – Chairperson) – in attendance
Christopher Buckley (Board Member) – not in attendance
John Gerun (Board Member) – in attendance
Debra Darling (Principal) – in attendance
Misha Fletcher (Assistant Principal) – not in attendance
Rod Sasse (EVP) – not in attendance
Susan Onori (Regional Director) – not in attendance
Elsa Forthmuller (Regional Finance Director) – in attendance
April Leonard (Business Manager) – in attendance

Welcome

Mr. Schlang called the meeting to order at 5:42pm with 2 of the 3 Governing Board members in attendance. Mr. Schlang welcomed the Board and the public to the meeting.

Public Notice

Ms. Darling indicated that the special meeting was publicly noticed by the website, parent newsletter (via email) and flyers posted on the main entry door to the school per the official school policy.

Approval of Minutes September 23, 2019 & October 4, 2019

Mr. Schlang asks that the Board review the minutes and provide any questions on the meeting minutes of the Board Meetings on September 23, 2019 and October 4, 2019. September 23, 2019 meeting minutes had clerical corrections. October 4, 2019 meeting minutes had clerical corrections. Corrections were given to Ms. April Leonard and done for Board Approval / Vote.

Principals Report

Ms. Darling reports that enrollment is 845 students, budgeted was 844.

Mr. Schlang asked if there is any classroom issues due to the over-enrollment, Ms. Darling stated no.

Ms. Darling informed the Board that there is another delay regarding the front door – regarding the need to have fire exit signs installed in the front office. That was being taken care of to move forwards with the door re-construction.

Ms. Darling informed the Board that VPN access to the camera system was being worked on for remote users and CSPD.

Ms. Darling informed the Board that Mr. Johan pass all tests and had begun Guardian Training for the school.

Ms. Darling informed the Board that the Hardening grant had been released to the district – disbursement is to follow.

Ms. Darling stated that the Arctic Book fair overachieved by \$12k.

Ms. Darling informed the Board that she and Mr. Gerun are working on the IT Enhancement plan for presentation to the Board.

Mr. Sasse stated that we can piggyback off a recent Broward County RFP with Lenovo and get better pricing.

Discussion followed on new technology. Mr. Gerun stated that he will provide the Board with an overview of strategic items and enhancements along with a budgetary quote for the next Board meeting for approval to move forwards.

Mr. Gerun stated that old Lenovo laptops should be sold – they are currently in storage and not being used. Mr. Sasse stated that the Broward School Board must be informed for approval.

Budget

Mr. Schlang asked to move onto the Budget.

Mr. Schlang asked why such a large variance in Salaries /Benefits. Ms. Forthmuller informed the Board that it is due to benefits not being used due to hiring of unmarried teachers that did not use the budgeted funds.

Mr. Schlang stated that the rent section be changed to Debt Service. Ms. Forthmuller stated that the report is standard. Mr. Schlang requested that the report be changed to correctly reflect the Debt Service rather than rent.

Mr. Schlang also requested that the Depreciation section on the Budget be adjust to correctly reflect the situation after the purchase of the building.

Mr. Schlang stated that the amounts in the restricted account must be there for the life of the 30 year bond. And that Richard Moreno placed the funds temporarily in a money market fund due to current market conditions and low rates, that this would be evaluated over time.

Mr. Sasse requested that Ms. Forthmuller setup a meeting with Mr. Moreno to go over all of the funds and have a better understanding of how to report all of it accurately.

Ms. Forthmuller stated that the numbers in the budget are actuals for Q1 and the remainder are estimates.

Mr. Schlang requested if we have a Balance Sheet to tie everything together. Ms. Forthmuller presented the Balance Sheet to the Board for review.

Form 990

Mr. Schlang had some basic questions that was interactive with Ms. Forthmuller. Ms. Forthmuller provided a copy that will be included with the minutes.

Mr. Schlang asked why there is no EIN on the form. Ms. Forthmuller stated that since the issuer of the Bond is a government entity there is no EIN. Mr. Schlang asked why the Issuance cost is \$600k versus \$333k – Ms. Forthmuller shall find out the difference by the next Board meeting.

Mr. Schlang confirms that the Board did approve last year's financial statement – Ms. Leonard confirmed that it was approved.

Mr. Schlang stated that the Board will table Form 990 to the next Board meeting.

Fall Festival approval letter for Permit

Ms. Darling stated because we now own the building, the Board will need to approve any special events such as the upcoming Fall Festival Permit that needs to be submitted to Coral Springs.

The Board reviewed the Fall Festival letter for Permit.

Best and Brightest Teacher and Principal Program

Ms. Darling stated funds previously provided were \$800 for effective teachers and \$1200 for highly effective. Now there are 4 tiers to qualify. Imagine can qualify as a Recognition Award or a Recruitment Award. Ms. Darling stated that she is working on a policy for Board approval for the Recognition Award for the school. Ms. Darling stated that the award will be \$84,145 and that she is working with Mr. Sasse and a Principal from the West Coast to have a committee to create a recommendation on how to split the funds fairly.

Ms. Darling stated that the Board must approve the Best and Brightest Acknowledgement. Total \$84,145 A+ school money recognition award.

Employee Compensation plan and salary schedule

Mr. Schlang asked to move to item 9 of the agenda.

Ms. Darling asked the Board for approval of the new salary schedule – the schedule is the same as previous without any changes.

Mr. Sasse tells the Board that Gov. Desantis wants to have a starting salary for teachers of \$47,500 and has asked the Florida Legislature for approval of his plan.

Teacher and Principal evaluation systems

Mr. Schlang asked to move to item 10 of the agenda.

Ms. Darling stated that the evaluation system has not changed from the past system. New teachers would have 2 formal evaluations. Principal evaluation is using the consortium method.

Additional questions:

Mr. Schlang asked if there were any additional comments or questions.

Mr. Schlang asked to move back to the budget balance sheet. Mr. Schlang asked if there can be more detail on the 5 accounts on the balance sheet. He also asked for additional information on the deposit receivable. Ms. Forthmuller stated that she will check these and have the answer by the next Board meeting.

Mr. Schlang asked how to tie in the fund balance on the balance sheet to the P&L. Mr. Schlang stated that the balances of \$2.6 – 2.8 million should tie up.

Public Input

Mr. Schlang asked if there was any public input. There was none.

Board Input

Mr. Schlang moved to Board Input.

Mr. Schlang stated that his daughter made the A Honor Roll 😊

Mr. Schlang asked if Ms. Darling looked into adding the three classrooms for the additional state funds. Ms. Darling stated that the school would only receive an additional \$57 per student and that it may be possible to move VPK to another location or use the office upstairs to split. Since it was such a small increase and too difficult it was not worth considering. Ms. Forthmuller added that the insurance costs would be additional as well.

Mr. Schlang re-iterated the need for additional Board members.

Mr. Schlang stated that he is looking forward to the tech update at the next Board meeting.

Ms. Darling mentioned that a company presented to the school to switch out all of the lighting to LED and can reduce electrical expenses by \$39k. Mr. Schlang stated that we should see if this upgrade may qualify for the building reserve fund.

Mr. Sasse stated that salaries should be considered seeing the changes from Gov. Desantis and Broward County.

Mr. Gerun did not have any Board input – he was writing 😊.

Mr. Schlang asks to move onto Board Voting.

Mr. Schlang motions to approve the September 23, 2019 Minutes, Mr. Gerun seconds. All Board members present voted in favor.

Mr. Schlang motions to approve the October 04, 2019 Minutes, Mr. Gerun seconds. All Board members present voted in favor.

Mr. Schlang motions to acknowledge Best and Brightest Teachers Program, Mr. Gerun seconds. All Board members present voted in favor.

Mr. Schlang motions to approve the permit for the Fall Festival, Mr. Gerun seconds. All Board members present voted in favor.

Mr. Schlang motions to approve the Employee Compensation Program, Mr. Gerun seconds. All Board members present voted in favor.

Mr. Schlang motions to approve the Teacher and Principal Evaluation Program, Mr. Gerun seconds. All Board members present voted in favor.

The Board tabled the vote for Secretary to the next Board meeting.

The Board tabled the vote on Form 990 to the next Board meeting.

Mr. Schlang adjourns the meeting at 7:25pm.

Minutes respectfully submitted by John Gerun

Minutes are accepted as a final copy by:



Brian Schlang, Board Chair Member

1-27-2020
Date

Upcoming meetings for 2019-2020 School Year:

November 12, 2019

January 27, 2020

March 9, 2020

May 8, 2020

June 22, 2020

All meetings are scheduled for 5:30 PM.