

Minutes
Imagine at Broward, Inc.
Imagine School at Broward
Governing Board Meeting
June 22, 2020
5:30 PM
Via Zoom Meeting – Communications Media Technology (“CMT”)
FINAL

Imagine School at Broward

Brian Schlang (Board Member – Chairperson) – in attendance
Christopher Buckley (Board Member) – in attendance
John Gerun (Board Member) – in attendance
Debra Darling (Principal) – in attendance
Misha Fletcher (Assistant Principal) – in attendance
Rod Sasse (EVP) – in attendance
Susan Onori (Regional Director) – in attendance
Elsa Forthmuller (Regional Finance Director) – in attendance
April Leonard (Business Manager) – in attendance
Brooke Davidson-London (Parent Liaison) – not in attendance
Marc Groudan (Teacher) – in attendance

Welcome

Mr. Schlang called the meeting to order at 5:30pm with Governing Board members in attendance. Mr. Schlang welcomed the Board and the public to the meeting.

Public Notice

Ms. Darling indicated that the 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 May 18, 2020

Principals Report

Ms. Darling discussed the items below in detail as follows:

Promising Practice – We are proud to announce Imagine School at Broward received a Promising Practice from character.org for our Global Outreach service learning projects. We are so proud of this distinction and will continue our global outreach program each year.

Virtual Summer Camps – offering various virtual summer camps that parents can register and pay for online. Very little enrollment at this time, however some do not begin until July. (Yoga, Kindness Matters club, math, Edge)

Technology Update – 55 staff laptops were delivered and imaged today by Chris Perez they are touchscreen, clam shell, and have Microsoft office 2019. 18 laptop carts delivered last week (25 Lenovo chromebooks in each). 46 Samsung 65” LED Smart TVs delivered last week and I am waiting on an installation date from Best Buy. For the media center, we moved in 15 computer tables to accommodate the 30 HP all in one computers.

We will continue to evaluate the purchase of document cameras and Interactive TVs.

We would like to be a google classroom school next year. We will be training on Google Classroom setup and best practices over the summer and hoping to be able to implement it throughout the school.

Enrollment

Budgeted enrollment for next year is 846. Current enrollment numbers are 875.

Withdraws since re-enrollment forms were returned

2	K
2	1
5	2
1	3
3	4
24	5
4	6
6	7
47	

4	FLVS/Homeschool
12	Moved out of area
18	Coral Springs Charter School with high school

Health and Safety

Front door final inspection – Quote for installing the magnetic release switches to buzz someone into the school

Gulf/Atlantic Coast Region is having an in person principal meeting on Tuesday June 30 to discuss and plan for school reopening. We plan for school to be open on Wednesday August 19th and we are investigating different options for reopen.

Survey results County and Imagine. As of this afternoon 562 responses for our survey

Fully In person	36	50
Blended/Hybrid	33	25
Fully Online	24	25

Comments: Working parents they cannot homeschool. Cannot decide too early to determine. Safety comes first, won't be back at school until vaccine.

Plans based off of CDC guidelines. Items to consider: Changing classes one way hallways or staggered class times. Students remain in the same classroom and teachers switch rooms. The same laptop for each student all day. ESE students option for fulltime (110).

Continuity of Learning Plan (if school needs to close). Concurrent Classrooms – in person and distance learning. Structure and consistency. Establish protocols.

Guarantee the safety and health of our students and staff.

Continue to develop Cleaning and Disinfecting Plan – hand sanitizer stations, masks for staff, thermal thermometers, a sanitizing schedule, and purchase of an Electrostatic sprayer and plexi-glass for the front office.

Follow up surveys for staff and families. Survey asking about grade level.

Recent Events

Wonderful Graduation/moving up parades for VPK, K, 5th, and 8th. In addition we held zoom video event celebrations with picture slideshows and video messages from staff for 5th and 8th.

FEMA will reimburse for funds spent on sanitizing school, disinfectants purchased, supplies in this area and more. They also will allow reimbursement from back to March 13th. We cannot get double reimbursement, so CARE funds should not be used as a source of reimbursement for items FEMA will pay for. More information to come.

Also CARE funds are supposed to be coming to charters through the districts. Some districts are asking for a plan (what you want to purchase with the funds). In all presentations, this plan is not required, however we want to be respectful to our districts, so please touch base with your RD if you are ask for a plan.

Palm Beach County – nothing released.

Dates 2019-2020 Thursdays

<u>Last Year</u>	<u>Recommended</u>
July 22	July 23
August 13,	August 13
September 23	September 24
October 28	October 22
November 19	November 19
January 27	January 21
March 16	March 11
May 18	May 20
June 22	June 24

Mr. Gerun inquired about technology for Art and Ms. Darling clarified he will be received 24 laptops. Mr. Gerun also asked about Clever. Ms. Darling stated Chris Perez and Brian Doyle will be hosting Google classrooms trainings next week, and Mr. Doyle stated that Google classrooms is similar to Clever. Mr. Gerun asked about Clever as it is a single sign on feature. Ms. Onori stated that Clever is a good product but Google classrooms can do the same thing. Mr. Schlang asked about classroom count during this virtual time. He asked can the virtual classrooms be larger and how it will work once the students return to school. He was inquiring as to how that will work with social distancing.

Ms. Darling stated there is a lot to look into but we have very large classrooms. Mapping out the classes for social distancing we can almost be at near capacity. She can review the school blueprints and get an idea of how many will go into a classroom. Ms. Darling stated that most difficult part for us is the furniture because K -3 and some 4-5 grades have tables. The tables normally could accommodate 4-6 students and not sure if they can even fit 2 students at those tables. We have the space but we do not have the furniture. Ms. Onori stated said the CDC guidelines are as feasible they may say 3 feet, but right now it is 6 feet it could go down to 4 feet. Ms. Onori said any public school are going to be in the same situation as Imagine Broward.

Mr. Schlang asked if we will be limited to classroom size with virtual setting. Mr. Gerun stated there was a concurrent model with regards to in class and virtual to do mix. Ms. Darling said we have not received anything yet but there is a blended classroom that if a student's day is more than 50% online then the class size would go up. Ms. Darling has had a conversation with registrar to do research to find the numbers for blended learning. Mr. Schlang said maybe there is a middle ground and make the virtual class a little larger. Mr. Buckley also inquired about the dynamics for virtual and classroom numbers. Ms. Onori said it also depends on the charter and also what was turned into the FTE. Ms. Darling

stated the current charter has over 1,000 student capacity but that was prior to class size compliance. Students can be counted whether virtual or in class for FTE funding.

Mr. Schlang asked Mr. Groudan his thoughts are regarding in class and virtual class settings and options. Mr. Groudan is concerned how to effectively teach an in class and virtual setting at the same time. He likes the idea of 50% to be at home and have some teachers that would only teach virtually and some teach in the classroom. If in 6 months there is a vaccine and then all the students return to school what is done with class size. Ms. Onori explained the hybrid model. Mr. Groudan is not comfortable with the idea of having the students remain in one classroom and the teacher's switch. Ms. Onori said with this model that would not happen if you are not departmentalized. Ms. Darling stated Imagine Broward is departmentalized and Ms. Onori said with this model logistics would need to be coordinated with teammates. All the concerns from Mr. Groudan will be brought up at the next Principal's meeting. Mr. Schlang asked if we have to get Broward County for approval of our plan. Ms. Onori stated it does not have to be approved but would go to our Charter School coordinator to confirm our plan.

District Threat Assessment Policy and Procedure Adoption

Ms. Darling said we opted into Broward County's threat assessment policy and procedure last year and she did not recall this requiring Governing Board approval. This year they would like it to be approved by the Governing Board. Ms. Darling explained the plan that we have in place for the Threat Assessment Policy and Procedure. The policy and procedure manual was reviewed and emailed to the Governing Board.

Budget

Ms. Forthmuller explained the revenues were less due losing funds beginning mid-March in our aftercare and Pre-K program. Mr. Schlang said everything seems to look normal considering everything that has happened with pandemic. Ms. Forthmuller explained that the budget was reviewed line by line to make sure everything was taken into account. Mr. Schlang wanted to confirm about the smaller amount of interest in January and Ms. Forthmuller said it was re-classed to the proper account. This amount was applied to Cost of Issuance items thus the reason it was re-classed. Mr. Schlang inquired about the \$15K and Ms. Forthmuller stated that had not yet been received back. That amount will come back in the next 6 months. She explained if you compare the April balance sheet it included the various cost of issuances, they are not actual revenue and were re-classed to the proper cash accounts. The adjustment had to be made in May because we could not go back in January to correct the \$15K adjust. Ms. Forthmuller stated that we had to go into the fund balance for some of the technology that was purchased. We are ending with positive balance. She explained what amount the state reviews. This was for information purposes and does not require approval.

2020-2021 Budget

Ms. Onori explained the Governor has still not yet signed the budget for the new school year. She stated he has until June 30 to sign the budget. Since we do not have definite amounts of FTE funding we based this budget on 2019-2020 funding. Ms. Onori stated this budget includes an increase in salary for the Principal. The salary is not required to be voted on by the board.

Ms. Forthmuller stated the teacher's salary increase from the Governor is not included in this budget due to not knowing the funding. Mr. Schlang should we look at some of the revenue items such as food service and field trip funds and reduce them due to starting the school year out with virtual learning. Ms. Forthmuller said this budget is for compliance as we are unsure the funds. Ms. Darling stated we may also have more funds due to the increase in student count.

Ms. Forthmuller said there are too many variances at this point and we can look into the supplemental revenues once we receive more concrete numbers from the state. She also stated some of the normal monthly fees such as waste were reduced due to Ms. Leonard contacting the company to reduce the number of pickups. Some of the fees in copier and printing were reduced but Ms. Darling stated that the copy machines still have a monthly lease fee associate with them that need to be paid. Mr. Schlang stated we need to review the revenues and expenses.

Ms. Darling stated we will have more cleaning supply expenses but we will be receiving CARES Act funding to cover some of the expenses. She also stated the FEMA may reimburse us up to 75% it may be a little higher, excluding PPE. They may go back to January to reimburse. Mr. Schlang asked to make a note regarding these funds. Ms. Onori said this budget does not include the possible \$40 per student increase which will help the budget.

Mr. Schlang inquired about the last salary increase for teachers. Ms. Darling said this increase was done two years ago but would like to reevaluate the salary schedule once we see what comes in from the state. She and Ms. Onori would like to get the starting salary from \$39K up to \$41K. Mr. Schlang asked if we could add the salary schedule to the next meeting. Ms. Darling stated she will add to the next meeting. Final words from Ms. Darling was our budget is in the black for the 2020-2021 school year.

GB Meeting Dates – 2020-2021

Mr. Schlang stated having more meetings would be more beneficial. Mr. Buckley and Mr. Gerun said that frequent meetings are more affective. Ms. Forthmuller a meeting is necessary in August for the 2019-2020 final amended budget and one in September to review the final audit.

The dates for the 2020-2021 are as follows:

7/20/2020

8/13/2020

9/24/2020

10/29/2020

11/19/2020

01/21/2020

3/11/2020

5/20/2020

6/21/2020

Public Input

Mr. Schlang asked the public for input – none.

Board Input

Mr. Buckley said we have a really good solid plan going forward. The budget looks good considering all the moving pieces that will affect the budget.

Mr. Gerun second Mr. Buckley's comments. He also thanked Mr. Groudan for his input on the dynamics of students returning. He stated the students need to get back to school.

Mr. Schlang agreed with the comments from Mr. Gerun and Mr. Buckley. He thanked Chris Perez and Ms. Darling on their efforts for obtaining technology in place. He also said we need to compare and move forward on what is best for the returning of the students at Imagine Broward. He also would like to entertain getting new board members. Ms. Onori said she will review with Ms. Darling to get an announcement out about getting new members on the board.

Mr. Buckley also would like to see more teacher's at the meetings.

Board Vote

Mr. Schlang motioned to approve the minutes subject to minor changes. Mr. Gerun seconds. All members present vote yes.

Mr. Gerun motioned to approved using the District Threat Assessment Policy and Procedure. Mr. Buckley seconds. All members present vote yes.

Mr. Buckley motioned to approve the 2020-2021 budget. Mr. Schlang seconds. All members present vote yes.

Mr. Schlang adjourns the meeting at 7:44 pm.

Minutes respectfully submitted by April Leonard

Minutes are accepted as a final copy by:


Brian Schlang, Board Chair Member

9-24-2020

Date

List of Upcoming Meetings

7/20/2020

8/13/2020

9/24/2020

10/29/2020

11/19/2020

1/21/2021

3/11/2021

5/20/2021

6/21/2021