

**Minutes**  
**Image at Broward, Inc.**  
**Imagine School at Broward**  
**Governing Board Meeting**  
**July 20, 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) – not in attendance at start of the meeting, joins via audio only at 6:10pm

John Gerun (Board Member) – in attendance

Debra Darling (Principal) – in attendance

Misha Fletcher (Assistant Principal) – in attendance

Rod Sasse (EVP) – not in attendance

Susan Onori (Regional Director) – in attendance

Elsa Forthmuller (Regional Finance Director) – in attendance

April Leonard (Business Manager) – in attendance

Melissa Miller (Group Academic Coach) – in attendance

Brooke Davidson-London (Parent Liaison) – not in attendance

Esme Maldonado (Parent) – in attendance

**Welcome**

Mr. Schlang called the meeting to order at 5:40pm with 2 of the 3 Governing Board members in attendance. Mr. Schlang welcomed the Board and the public to the meeting. Mr. Schlang welcomed guests Chris Perez – IT, Melissa Miller – Imagine Academic Director for South and West Florida, Esme Maldonado – as a possible new board member, parents - Hope Garcia and Sarah Kaza.

**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 June 22, 2020**

Mr. Schlang asks that the Board table the approval of the June 22, 2020 minutes to the August 13, 2020 meeting due to short meeting time from the previous Board meeting.

April Leonard requests the status of the final version of the May 18, 2020 Minutes. Mr. Schlang and Mr. Gerun state that the minutes were approved with clerical changes. Ms. Leonard states that she will get a copy from Mr. Buckley with the final changes. Mr. Schlang will sign the final once the change is provided to Ms. Leonard.

## **Principals Report**

Ms. Darling has a separate report with the entire Principals Report. Items discussed in detail as follows:

- Technology Update – staff started to come in to get new laptops and G-Suite sign-in information. All 57 large screen televisions have been installed by Best Buy Geek Squad in classrooms.
- 250 more Lenovo have been ordered so that we will be a 1:1 school for laptops to students. Best Buy informed us that the laptops will not be available for delivery until October 2020, possibly September. The funding for these laptops will be coming from the CARES Act funds.
- Go Guardian was purchased as noted from a previous meeting – we are in process of enrolling our school currently into their system.
- Our budget enrollment is 846, current enrollment is higher at 865 students.
- Finances we have applied CSP Grants – Public Charter School Grant Program Remote Learning Access grants. Submitted to the County and was approved by School Commission Mr. Runcie. It is now being submitted to the state for approval – amount submitted was \$52,585 for laptops and remote access learning software. Small charter and title one schools are first to obtain funds – so, we are certain that we will not receive funds, but worth applying for, possibility though if funds are left over.
- Health and Safety – planning for all three options – online life instruction will be available for the entire school year, hybrid model and the full time in person with social distancing protocols and enhanced sanitizing. For online learning – teachers will be working from their classrooms to have access to all materials and support from curriculum coach and administration. Teachers are our greatest asset to will make sure sanitizing and other precautions to protect staff. Also we will offer a daycare for staff and teachers for their children. If Broward County issues a stay at home order then we will modify this plan.
- Upcoming events – staff survey was sent out and a parent survey regarding
- August 10th return for staff for technology training and training in new systems for online learning.
- Annual forum on August 12th will be held virtually.
- Meet and Greet will be via zoom and will have important information for on online learning, access and process.
- All student material will be handed out via carline with instructions and online component.
- Normally we approve the student handbook but due to the changes I will make modifications as an addendum and have it on the agenda for the next meeting.

## **School Reopening Plan**

Melissa Miller – Group Academic Director – starts to present the plan.

History -when the Governor and Commissioner of Education came out with their order – we started writing based on the order, Broward district then came out with a rubric on what they expected in the plan. One of the items that the State wanted was that if 5 day a week face to face was possible that this would be the preferred model – as the Whitehouse stated.

Imagine Innovation Model is discussed in the plan. Regardless of what plan that all kids would have the same education and would meet the same standards. The plan covers all options of face to face, hybrid and online learning. At Imagine we also focused our plan to value character development as key and in the forefront as our core value.

We came up with the plan by surveying parents from the experience in the spring as well as input from teachers. In the review there were whole districts that were not requiring any teachers to teach and were only giving assignments. At Imagine we are proud to state that we worked even in the Spring in our curriculum. In the plan we had to discuss how we would demonstrate and address covering our curriculum regardless of the method of education – face to face, hybrid or online learning. Plan also covers meals for students receiving aid, sanitation, technology issues/needs to equip students for success and provides that all students will be educated by certified teachers and use same best practices. Focus on relationship and character building and how we will document attendance.

An example is that every student in elementary school must have 90 minutes of uninterrupted documented reading and language arts daily and engaged. District also requested us to have a re-engagement plan for students that are not engaged or miss work. Also had to discuss Advanced Learners and how to enrich that child. Also addresses how to address 504 plan or ESE students.

The plan also requires a communication strategy and assurances for how we will cover 5 instruction for online, hybrid and face to face. Currently we will implement the online only since that is the only option. During the forum teachers will receive professional development to maximize success in this model.

The model then discusses policies and procedures which implements the CDC guideline word for word to keep sanitizing and social distancing will be implemented in face to face learning.

The model also discusses how to do assessments. Imagine Broward participated in Star Testing at home. The data was analyzed by an outside source to check for accuracy and 95% of the documented results showed appropriate and valid results. This showed that with interaction of the teachers and parents that Star Testing can be administered at home with accurate results to be reported to the District and to the State of Florida. No other school will be able to say that they are able to accurately report Star Testing results as we can because of the initial trial results have proved to be accurate – no other schools did this trial testing in the Spring and the independent review for accuracy.

Last two assurances are for IEP and ELL students. Discuss ESE students and assure the State and District that we will monitor and support them with data. Any student that is an ELL will be assessed by a specialist – we have 45-60 days to evaluate them and place them in an appropriate program.

This is current to date. We are unsure if this plan may change if any items are changed by the State or by the District.

Mr. Schlang question is if there are any fees to use the Imagine Innovative Model – Ms. Miller states no additional fees.

Mr. Schlang asks if the students are to be engaged without parents especially in the younger grades – Ms. Miller states that we will work with flexibility for the parents especially if a child cannot login or sit still. All classes will be taped and available for parents to review later. This allows for the student to have the required core of 6 hours of study daily and convenience and flexibility to parents to review within their schedule. This allows us to document the progress and work together as a team to ensure the child will be successful.

Mr. Schlang asks if the innovative plan allows us if we get to phase 2 before start of school does the plan lock us into an online only or a model that allows 5 day face to face and online? Ms. Miller states that the plan allows us to pivot as necessary with online, hybrid or face to face. The plan allows us to go back to face to face or the other options as needed. Ms. Onori mentions that mentions that if we could go to 5 days face to face a plan would not be necessary at all.

Mr. Schlang asks if at school start we are the point that we need to implement a portion of face to face along with the online or hybrid plan. Ms. Onori and Ms. Miller state that this plan allows us to have a mixed or blended model and this covers us for all requirements by the state and does not lock us into any option.

Mr. Schlang asks that he has heard that some private schools are going to face to face – does that allow us since we are semi-private to have that option. Ms. Onori states that she inquired with the District about that option and that they stated that option is not available because we were still in Phase 1. Ms. Onori states that they feel that the District would not approve a hybrid plan and that teacher safety could not be guaranteed.

Mr. Schlang asks if the other optional models be stated in the plan. Ms. Miller states that we are well off the Phase 2 standard.

Mr. Schlang asks if we are required to follow Broward District for issued orders of on-line only. Ms. Onori states yes we must follow the District. Mr. Schlang asks if there is any exact documentation to show this. The group discusses the issues outstanding and that Imagine Management would not support opening any face to face while in Phase 1 and that it is against CDC guidelines. Mr. Gerun mentions it's a liability issue. Ms. Miller states that the plan allows us to pivot as we reach Phase 2.

Mr. Schlang states – I want to understand could we do a hybrid with face to face. Ms. Onori states that it is not a good practice but maybe possible. Ms. Onori could ask Ms. Collins attorney and in Palm Beach County it was answered that while in Phase 1 online was the only option.

Mr. Schlang states that if we reach the Phase 2 numbers we should have the option open and have waivers signed by teachers and parents. Ms. Onori states that if anyone contracts COVID the school would then require closure for 3-10 days and contact tracing.

Ms. Onori then states what you are interested in getting an answer to is:

1. Is a face to face option at all possible now – do we have the freedom to put that in our plan from day one?
2. Do we have the freedom / capability to pivot at any moment?

Mr. Schlang states that we don't want to be locked into. With what we are submitting would we have the capability to have a face to face option at school start. Ms. Miller and Ms. Onori states that in Phase 1 would not be prudent. Ms. Darling states that physical safety is of concern for the staff and some of their children with issues – if we were in Phase 2 it would be an option. Ms. Darling states that we are planning for all 3 scenarios and to have all 3 in place simultaneously so they all work together seamlessly.

Mr. Schlang states that as long the plan gives us the option to move to a face to face instruction. Ms. Miller states that the plan has it in the plan and that the plan is required to explain why we are not going face to face and how we are educating within that window.

Mr. Schlang then states that if we were move to Phase 2 one week after school starts this plan allows us the option to pivot to face to face as required. Ms. Onori and Ms. Miller state that yes, the plan allows for that. Ms. Darling states that some parents would like the online option for the entire year. The plan as presented allows for that. Ms. Miller also states that the use of Google Classroom allows for seamless shift for the teaching model.

Mr. Schlang states that we should have a liability waiver that is signed if a student gets COVID at the school to not sue the school. Ms. Onori states that we have a parental pledge to not send students to school if they are ill. Ms. Darling states that there is a team working on waiver forms now. Mr. Schlang states that if give them the option to come into face to face that should have to sign the form as well as teachers regarding liability waived for possibly contracting COVID.

Mr. Schlang asks who makes the decision to change the education model. Ms. Onori states that they would recommend to the Board and then Board approve which plan. A pivot to another model would follow the school Board – the Board then would only need to approve something different that the District model.

Mr. Schlang states that the teacher salaries are done differently that the District. Mr. Schlang asks if we can have the teacher contracts start early to receive a full salary unlike Broward County. Ms. Onori states that Imagine has approved this already and that the challenge is that students need to be in for 180 days and some shift maybe needed in holidays and that problems maybe at the end of the school year – to make up for the extra days teacher work days would be holidays to allow extension of the work days of the school year. Ms. Darling states that she wants the teachers in on August 10th to allow for extra preparation for all of the technology.

Mr. Schlang asks about signing out laptops and have not required in the past a deposit – it becomes a lien on their account and they cannot graduate. Now families may take advantage of checking out laptops. Ms. Miller states that since children are entitled to a free public education financial issues would cause problems. Seeing that the laptops are new it could be an issue. Ms. Onori asks Ms. Darling

to ask Ed Hays if a deposit is possible. Ms. Darling also states that the online platform works much better for this platform. Ms. Onori states that we will find out.

Mr. Schlang asks if our VPK falls under this plan or if we need to vote as the Board on this or put out any plan. Ms. Onori states that the VPK is private and that Ms. Cindy Brown had a meeting and there are questions if the VPK was done online if funding would be available. The Board only works with the K-8 school. Since the school is closed there are questions that are open regarding the VPK. Mr. Schlang asks if we will follow the guideline of the K-8 for the VPK. Ms. Brown will find out what the options are if it can be run in the school since it is private.

Mr. Schlang states that our next meeting is August 13th, school start date is August 19th, that we would like to look at the surveys, the teachers and everyone's opinions to evaluate what model we will implement online, hybrid or face to face. Ms. Darling states that in the next survey she will get more data points on Phase 2 requirements and amounts of students wanting to attend. Ms. Darling states that 100% of the communications she is receiving that parents want to keep their children at home now – new surveys will be considerably different from the original results.

Mr. Schlang mentions that we previously discussed having the children stay in the rooms and have the teachers move room to room. Or, if a hybrid model is used on alternate days. Ms. Darling states that the cluster teachers would switch and the specials teachers would go room to room and that follows the best recommendations from the CDC – which states to keep children in their own cluster, not sharing laptops or other supplies to minimize contact.

Ms. Darling states that we really need to be cautious initially and that safety is the number one concern at this point. And that we have all of the tools in place for when we can have the children back in school.

Mr. Schlang wants to say thank you to everyone for working on this plan and that all of us parents would like to thank you for this plan and all of the work.

Mr. Schlang and Ms. Darling check email and chat for any other comments – none.

### **Public Input**

Mr. Schlang requests the public for input.

Hope: Everything was covered and thank you all for covering all of the items fully and keeping in mind the children, their needs and safety.

### **Board Input**

Mr. Gerun – thanks everyone for their hard work on the plan and looking forward to the start of the school year and the challenges upcoming.

Mr. Schlang – my thanks to all of you. I am looking forward to an interview for Esme to add someone that is in the school and has an educational background. I am hopeful that COVID will go away at some point and stay healthy.

Ms. Onori – I would thank you for being so supportive of the school.

**Board Vote**

Mr. Gerun makes a motion the Innovative Reopening Plan, Mr. Schlang seconds. All members present vote yes.

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

Mr. Schlang adjourns the meeting at 7:15 pm.

Minutes respectfully submitted by John Gerun

Minutes are accepted as a final copy by:

  
Brian Schlang, Board Chair Member

9-24-2020

Date

**Upcoming meetings for 2020-2021 School Year:**

8/13/2020

9/24/2020

10/29/2020

11/29/2020

1/21/2021

3/11/2021

5/20/2021

6/21/2021

All meetings are scheduled for 5:30 PM.