

**Minutes**  
**Imagine at Broward, Inc.**  
**Imagine School at Broward**  
**Governing Board Meeting**  
**August 13, 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 (CO-Secretary/Board Member) – in attendance  
John Gerun (Board Member) – not 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  
Esme Maldonado (Parent) – 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** - June 22, 2020 and July 20, 2020 – tabled until September 24, 2020 meeting

**Principals Report**

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

We have been very busy at Imagine Broward

Week of August 3 teachers came in for google classroom training by grade level.

This week of August 10 we have had two faculty meetings,

iReady training – part of our reading plan

Positivity Project training for our morning SEL meetings

Forum – Region with 5 Imagine schools. Forum consisted of training on formative assessments by Dylan William, messages from our CEOs, three breakout pd sessions for teacher to choose, and awards. We were thrilled get national awards for Parent Choice and Economic Sustainability.

On August 3rd and August 10th, I held Return to Work COVID policy trainings for teachers.

This week Monday through Thursday we have been conducting laptop distribution and ordered school supplies distribution. Art to Remember shipment arrived and we are placed the artwork in Student bags.

Tomorrow starts our Zoom Meet and Greet and Student Material Bag Pickups. We organized each grade level to have both occur within a 2 ½ hour time frame to help with working parents. We also scheduled them at different times over the course of 3 days for those parents with more than one child.

On Wednesday, August 19th is the first day of school. We will be focusing on technology help, getting to know you, and procedures for the first week and a half of school. We are still required to have safety drills, so we have scheduled 2 fire drills, one tornado drill, and one code red drill for the month of August.

### **Enrollment**

Budgeted enrollment for this year is 846. Current enrollment numbers are at 837 fully enrolled with 19 additional students waiting for their past school to release them to us. This totals 856 students. However, we will be calling in more students for grades K, 4<sup>th</sup>, and 7<sup>th</sup>.

### **Finances**

The grant we applied for from The Public Charter Schools Grant Program (CSP) Remote Learning Access was unfortunately denied due to high response and limited funds.

### **Surveys**

We have recently sent out three surveys to our families. The first survey was for their laptop needs. Last year in the Spring we signed out 82 laptops, this year we are signing out over 250. The second survey was from SLA our food service provider. We are asking which families want to come on Mondays and Wednesdays from 11:00 am to 1:00 pm for curbside pickup to purchase or receive if on free and reduced lunch meals for the week. The third survey was for parent contact information and intentions for the type of learning environment parents wanted for their child once we are able to invite students back to the classrooms in person. For this survey, I currently have 636 Responses and the results for instruction are as follows:

100% online learning – 35.4%

Full time on campus in person instruction – 35.1%

Hybrid model with students attending 2 – 3 days per week – 29.4%

### **Health and Safety**

Hands free hand sanitizing stations have been mounted in every classroom. We are fully sanitizing and fogging the school this weekend. Staff are meeting virtually via zoom or google meets for meetings and trainings when possible from their classrooms. Teachers are required not to come to school if they have any cold symptoms. Staff get temperature checks before entering the building, are required to wear masks at all times, and maintain social distancing.

VPK meeting this afternoon at 3p.m. Start date has been moved back to August 31st. Looking into virtual VPK that was just approved this week.

## **Final Amended Budget 2019-2020**

Ms. Forthmuller reviewed the financial report.

## **Approval of New Imagine School Policies – COVID 19**

- Student Illness and Communicable Diseases Policy
- Student Social Media and Networking Policy
- Computer and Systems Usage Policy
- Student Distance Learning Policy
- Communicable Diseases Policy
- COVID-19 Leave Guidance
- COVID-19 Employee Face Mask Policy
- COVID-19 Employee Social Distancing Policy
- COVID-19 Employee Health Screening Policy
- COVID-19 Emergency Remote Work Policy

## **Parent Student Handbook 2020-2021**

Ms. Darling advised the Handbook has stayed the same only a few things changed which was the addendum of the COVID-19 Policies. Subject to adding Board Titles.

## **Staff Handbook 2020-2021**

Ms. Darling advised the Handbook has remained the same only a few things changed which was the addendum of the COVID-19 Policies. Mr. Schlang asked if there is consistency on the CDC guidelines of 10 or 14 days on travel, so to update pages 62-64 (last 3 pages) with the current CDC guidelines. The COVID-19 Addendum to add the Communicable Diseases Policy to page 58 of the Handbook. Subject of adding Board Titles.

## **Potential Governing Board Member - Esme Maldonado**

Ms. Susan Onori presented Esme Maldonado as a potential Board Member.

## **Public Input**

Mr. Schlang asked the public for input – Mrs. Esme Maldonado expressed her happiness of the quick response for Imagine in setting up for COVID-19 & Distance Learning.

## **Board Input**

Mr. Schlang asked the board input- Mr. Buckley appreciated the rapid response of Imagine in putting Distance Learning and COVID-19 policies in place.

## **Board Vote**

Mr. Schlang motioned to approve final amended budget. Mr. Buckley seconds and all board members present voted in favor.

Mr. Schlang motioned to approve the Student Illness and Communicable Diseases Policy for COVID 19 policies. Mr. Buckley seconds and all board members present voted in favor.

Mr. Schlang motioned to approve the Student Social Media and Networking Policy for COVID 19 policies. Mr. Buckley seconds and all board members present voted in favor.

Mr. Schlang motioned to approve the Computer and Systems Usage Policy for COVID 19 policies. Mr. Buckley seconds and all board members present voted in favor.

Mr. Schlang motioned to approve the Student Distance Learning Policy for COVID 19 policies. Mr. Buckley seconds and all board members present voted in favor.

Mr. Schlang motioned to approve the COVID-19 Leave Guidance Policy for COVID 19 policies. Mr. Buckley seconds and all board members present voted in favor.

Mr. Schlang motioned to approve the Communicable Diseases Policy for COVID 19 policies. Mr. Buckley seconds and all board members present voted in favor.

Mr. Schlang motioned to approve the COVID-19 Employee Face Mask Policy for COVID 19 policies. Mr. Buckley seconds and all board members present voted in favor.

Mr. Schlang motioned to approve the COVID-19 Employee Social Distancing Policy for COVID 19 policies. Mr. Buckley seconds and all board members present voted in favor.

Mr. Schlang motioned to approve the COVID-19 Employee Health Screening Policy for COVID 19 policies. Mr. Buckley seconds and all board members present voted in favor.

Mr. Schlang motioned to approve the COVID-19 Emergency Remote Work Policy for COVID 19 policies. Mr. Buckley seconds and all board members present voted in favor.

Mr. Schlang motioned to approve the subject to the changes discussed in the meeting and addendum to the Parent Student Handbook 2020-2021. Mr. Buckley seconds and all board members present voted in favor.

Mr. Schlang motioned to approve the subject to the changes discussed in the meeting and addendum to Staff Handbook 2020-2021. Mr. Buckley seconds and all board members present voted in favor.

Mr. Schlang motioned to approve Esme Maldonado as a new Governing Board Member. Mr. Buckley seconds and all board members present voted in favor.

Mr. Schlang adjourns the meeting at 7:40 pm.

Minutes respectfully submitted by Roni Prager

Minutes are accepted as a final copy by:

  
Brian Schlang, Board Chair Member

9-24-2020  
Date

List of Upcoming Meetings

- 9/24/2020
- 10/29/2020
- 11/19/2020
- 1/21/2021
- 3/11/2021
- 5/20/2021
- 6/21/2021