

**Minutes**  
**Imagine at Broward, Inc.**  
**Imagine School at Broward**  
**Governing Board Meeting Minutes FINAL**  
**August 10, 2023**  
**5:30 PM**

**Imagine School at Broward**

Brian Schlang (Board Member – Chairperson) – in attendance  
Christopher Buckley (CO-Secretary/Board Member) – not in attendance  
John Gerun (CO-Secretary/Board Member) -in attendance  
Esme Maldonado (Board Member/Secretary) – in attendance  
Lori Rine (Board Member) – not in attendance  
Debra Darling (Principal) – in attendance  
Carrera Padilla- (Assistant Principal) -in attendance  
Rod Sasse- not in Attendance  
Susan Onori (Regional Director) – in attendance  
Elsa Forthmuller (Regional Finance Director) – in attendance  
Shakira Taylor (Business Manager) – in attendance  
Brooke Davidson-London (Parent Liaison) – in attendance  
Carol Brown (Parent)- not in attendance

**Welcome**

Mr. Schlang called the meeting to order at 5:34 p.m. Mr. Schlang welcomed the Board and the public to the meeting. Ms. Darling announced the meeting was being recorded.

**Public Notice**

Ms. Darling indicated that the meeting notice was publicized on the website, parent newsletter (via parent square), and flyers posted on the main entry door to the school per the official school policy.

**Approval of Minutes – June 15, 2023**

Mr. Schlang asked if any of the Board members had any corrections or questions for the June 15, 2023 minutes. They were reviewed and minor changes were made.

**Principals Report**

We just welcomed back our staff to the 2023-2024 school year. New teacher orientation with our 6 paraprofessionals happened this Monday.

Our school hosted our Region's Forum on Tuesday. The theme was *Joy at Learning*, and our 5 Imagine Schools had the opportunity to collaborate and receive amazing professional development together. We received so many compliments on our new school. We are happy to announce we earned the following awards: Parent Choice, Economic Sustainability, and Shared Values.

Today we had our first staff meeting of the year and our first Team Lead meeting. Everyone is excited for the new year.

- New for the coming year:

- Yellow playground fully turfed
- New Intervention Classroom
- Spanish Specials with a Spanish Lab
- STEM Lab
- Addition of 2/2/3 cluster
- 4/5 all new classroom furniture
- Pikmykid scanners
- LunchTime replacing myschoollunchaccount
- Lockdown drill amount decreased
- November 8 – Parent/Teacher Conferencing Day

### **Academics**

Our summer school was very successful with our 13 certified teachers.

We are continuing with employing an Intensive Reading teacher and we are in the interviewing process for a Math Interventionist. We added 6 paraprofessionals to help service students and help teachers. We have a 6<sup>th</sup> Special of Spanish this year, Welcome Senora Davila. Also, we added a part time ESE teacher to help assist our full time ESE teacher and ESE Specialist

The District just released testing dates for the year and we will be updating our calendars and providing information to our teachers next week. Testing updates 5<sup>th</sup> & 8<sup>th</sup> grade science will be computer based and will only be one day. Civics scores will be released the same day too.

### **Enrollment**

Our budgeted enrollment for the school year is 1050 students. We added two 2<sup>nd</sup> grade classes and one 3<sup>rd</sup> grade class. Currently we have 1068 students officially enrolled for the 2023-2024 school year. We have an additional 25 students pending meaning we are waiting for parental paperwork or schools to release student to our school.

### **Finances**

We are in the middle of our audit. The next GB meeting in September is to approve the final audit.

We are working on 7 mini grants and ESSER III is still pending.

### **Health and Safety**

Coral Springs Fire and Rescue is coming next Tuesday to provide Stop the Bleed refresher training to staff. We have improved our front office with a secured vestibule. Parents must show ID before entering the front office and they enter the vestibule that is locked.

The number of lockdown drills have been decreased

### **Building Updates**

We finally received our certificate of occupancy last week. Gymnasium floor covering was delivered and was used during our Forum. The Stem lab/Spanish Lab and Resource Room is completed. We are working with the builder on the perimeter fencing.

### **Upcoming Events**

Teachers will be attending committee, faculty and team meetings as well as receiving various trainings next week.

- Meet and Greet Thursday August 17  
 Meet and Greet “You get one chance to make a great first impression!”  
 9:00 a.m. – Kindergarten  
 10:30 a.m. – 4<sup>th</sup>/5<sup>th</sup> Grades  
 12:00 p.m. – 1<sup>st</sup> Grade  
 1:30 p.m. - 2<sup>nd</sup>/3<sup>rd</sup> Grades  
 3:00 p.m. – Middle School
- 1:30 – 3:00 Foxmar taking staff photos – location Room 119
- First Day of School Monday August 21
- Open House will be the 11<sup>th</sup>, 12<sup>th</sup> and 13<sup>th</sup> of September.

2-year Governing Board refresher course is done every 3 years:

Gerun and Buckley - 8/2021

Esme - 8/2023

Lori - 10/2021

#### **2022-2023 Budget/Financials:**

The board must approve the audit summary report. All the expenses of the school year were included. The school had a positive balance of \$230,067. The debt ratio is 2.17 high, which means we are in a good position financially. Some budget line items, raises, and some individual items on the unaudited balance sheet were discussed in detail.

#### **Policy Adoptions:**

- **Reunification-** The location cannot be shared publicly on zoom, only through closed session with board members. The reunification plan was shared.
- **Involuntary Examination-** In the event a charter school principal or the principal’s designee attempts to remove a student from school, or a school sponsored activity and be taken to a receiving facility for an involuntary examination, the charter school principal or the principal’s designee shall make a reasonable attempt to notify the parent or legal guardian of the student prior to the student’s removal. Imagine always calls the parents if there is a situation.
- **BTA-** BTA Policy 2130 requires the school to set up a team with professionals (Principal, Assistant Principal, School Counselor) within the school to respond within 24 hours to any sort of student threat towards others or themselves. The BTA team will be required to attend yearly training. If a threat is determined, the team must come up with a unique monitoring plan with interventions for the student. The BTA Team will meet monthly to conduct follow ups and review the plan to determine if an adjustment is needed or if it will remain the same. Documentation from the meetings will be uploaded to charter tools. There is extensive training that must be done with BTA’s.
- **School Discipline Reporting-** Ms. Darling and Ms. Padilla attend annual training to learn how to code certain incident so the state gets the information. This goes hand in hand with parental rights.
- **Parental Rights-** Parents of public schools have the right to receive timely notifications of threats pursuant to policies adopted under subsection 7 and the unlawful acts or significant

emergencies that occur on school grounds, during school transportation or during school-sponsored activities as specified. Timely notification means 24 hours during one of the parent communications tools.

- **Safe School Officer**- A safe school officer shall be present, at a minimum, during the school day when the school facility is open for instruction as defined by the school calendar adopted by The School Board. School safety officers must complete mental health crisis intervention training. Our guardian is on campus before and after instructional hours. His hours are 7:45 am to 4:15 pm. Imagine schools uses Dynamic Integrated Security. The guardians are trained through Broward Sheriff's Office.
- **Emergency Notifications**-Signatures are needed and it shows that ICSAB shows they have safety and security requirements assurance.
- **Safety and Security Requirements**-Imagine Charter School at Broward (ICSAB) filled out the Assurance form to ensure they have a Safety Plan in place for the 2023-2024 school year. ICSAB met the check listed items to ensure the school will comply with Florida Law and rules related to safety and security.

#### **Parent Student Handbook 2023-2024:**

The Parent/ Student Handbook remains the same with a few minor changes highlighted in red.

#### **Staff Handbook 2023-2024:**

The staff handbook remains the same with a few minor changes highlighted in red.

#### **Emergency Handbook-Active Assailant Plan (Closed Session)**

The Active Assailant Plan was discussed behind closed doors.

#### **Public Input:**

Mrs. Davidson discussed the homework policy in the parent handbook when it came to the middle school math teachers. The math team assigns homework that sometimes goes into the weekend.

#### **Board Input:**

Mrs. Maldonado thanked administration for a great job, and she is excited for the upcoming school year, including Meet and Greet event. Mr. Gerun stated, the budget looks wonderful. He is also happy his children come to school at the same time, and shared great news with the board.

#### **Board Vote**

Mr. Gerun motions to approve the June 15, 2023 minutes with the minor changes discussed in the email. Mrs. Maldonado seconds and all present board members voted in favor.

Mrs. Maldonado motions to approve the 22-23 budget financials. Mr. Gerun seconds and all present board members voted in favor.

Mr. Gerun motions to approve the Parent Reunification Policy. Mrs. Maldonado seconds and present board members voted in favor.

Mrs. Maldonado motions to approve the Active Assailant Plan. Mr. Gerun seconds and all present board members voted in favor.

Mr. Gerun makes a motion to approve the Involuntary Examination Policy. Mrs. Maldonado seconds and all present board members voted in favor.

Mrs. Maldonado motions to approve the Behavior Threat Assessment Plan. Mr. Gerun seconds and all present board members voted in favor.

Mr. Gerun motions to approve the School Discipline and Incident Reporting Policy. Mrs. Maldonado seconds and all present board members voted in favor.

Mrs. Maldonado motions to approve the Parent Rights Policy. Mr. Gerun seconds and all present board members voted in favor.

Mr. Gerun motions to approve the Safe School Officer Policy. Mrs. Maldonado seconds and all present board members voted in favor.

Mrs. Maldonado motions to approve the Emergency Notification Policy. Mr. Gerun seconds and all present board members voted in favor.

Mr. Gerun motions to approve the Safety and Security Requirements Policy. Mrs. Maldonado seconds and all present board members voted in favor.

Mrs. Maldonado motions to approve the Parent Student Handbook for the 2023-2024 school year. Mr. Gerun seconds and all present board members voted in favor.

Mr. Gerun motions to approve the Staff Handbook for the 2023-2024 school year. Mrs. Maldonado seconds and all present board members voted in favor.

Mr. Schlang adjourned the meeting at 7:01 p.m.

Minutes respectfully submitted by Esme Maldonado.

Minutes are accepted as a final copy by:



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**Brian Schlang, Board Chair Member**

9-21-23

**Date**

Suggested Upcoming Meetings

Thursday, September 21, 2023

Thursday, October 19, 2023

Thursday, December 14, 2023

Thursday, February 18, 2024

Thursday, June 13, 2024