



MINUTES

IMAGINE SCHOOLS GOVERNING BOARD MEETING TYPE:

Regular Special

October 23, 2018

- I. **Call to Order:** 6:42 p.m by Aimee Williams
- II. **Roll Call** Quorum 2/3rd in attendance: yes no

Board Member's Name	Position	Present	Absent
Renan Felix	President	x	
Roger Goff	Member		x
Nancy Morris	Member	x	
Faith Christopher	Parent Liaison		x

Imagine Schools	Position	Present	Absent
Aimee Williams	Principal	x	
Stefanie Lowery	RD	Phone	
Christine Miller	Regional Finance	x	
Jeannie Murphy	ISOL Admin	x	
Other			
Imagine Schools	Karl Huber, VP – Schoolhouse Finance (Phone)		
Special Guests	King and Walker, Accountants		
Guest Speakers			

- III. **Notice of Public Posting of Meeting – Newsletter/Reader Board/Lobby Display**
- IV. **Finances – Review of FY18 audit (King and Walker) –** Steven Giarrantano, CPA, reviewed FY18 audit. Results were a clean audit with no findings.
- V. **Campus Expansion Update – Karl Huber, Imagine Schools, VP – Schoolhouse Finance –** Karl Huber called in via phone update. Overall building was completed on time, owners will repair items left on punch list. Reimbursement check for building construction expenses incurred by Imagine will be forthcoming. Board agreed on settlement amount.



VI. Approval of minutes, August 2018 – Presented

Financials – Financial Analysis through September 2018 – Christine Miller presented

VII. Amendment to the Student Progression Plan – Health included in PE – Plan reviewed. Imagine Land O Lakes will include a curriculum plan within our PE Courses to comply with the Comprehensive Health Education policy.

VIII. 2018-19 OOF Teachers – letter was sent to board for approval via email and sent out to parents, Aimee Williams reviewed the letter and emailed approval for record.

State of the School – Leader Update

IX. Public Comment (*limit to 3 minutes per person on any matter not listed on the agenda*)
The board heard comment from _____ related to _____

X. Meeting adjourned by Aimee Williams at 7:36 p.m.

Minutes Certification:

Proposed minutes respectfully submitted,

Jeanie Murphy
Recording Secretary

1/22/19
Date

Approved by the Board President

[Signature]
Board President

1/22/19
Date

Imagine Schools at Land O Lakes
Financial Analysis through September 2018

	FTE=803	FTE=830			
	Actuals plus Projections	Preliminary Budget Approved 6/26/18	Variance	Comment	
REVENUES					
Fed, State & Local Revenue					
1	FEFP - FTE Generated Funds	5,376,841	5,558,223	(181,382)	<i>Based on FDOE 2nd Calculation, FTE=803 Based on Sept 2018 Charter Capital Outlay spreadsheet</i>
	Charter Capital Outlay Funding (not local)				
2		384,436	343,855	40,581	
3	Miscellaneous State Revenue (includes local gov't)	15,477	12,000	3,477	
4	Sub-total Fed, State & Local Revenue	5,776,754	5,914,078	(137,324)	
5					
6	Supplemental Fee Revenue				
7	Rental of Facilities Fees	84,450	86,000	(1,550)	<i>Insurance proceeds from flood, refund from contractor, fundraising</i>
8	Other Local Revenues				
9	Sub-total Supplemental Fee Revenue	365,571	241,333	124,238	
10					
11	Imagine Contribution				
12					
13	TOTAL REVENUES	6,142,324	6,155,411	(13,086)	
14					
15	EXPENSES				
16	Salaries & Benefits				
17	Sub-total Salaries & Benefits	3,461,551	3,395,703	65,848	<i>Added Art, Athletic coach & AP, reduced instructional coach and SRO</i>
18		3,461,551	3,395,703	65,848	
19	Facility Expenses (Rent)				
20	Rentals (Building Lease Payment)	1,044,459	1,031,964	12,495	<i>Increased CPI plus \$16,666.67/month</i>
21	Sub-total Facility Expenses (Rent)	1,044,459	1,031,964	12,495	
22					
23	Direct Educational Expenses				
24	Direct Educational Expenses				<i>Classroom supplies, intervention assessment software, other technology Under projected</i>
25	Textbooks	77,061	51,150	25,911	
26	Food Service	53,258	35,000	18,258	
27	Other Supplies/Expenses	39,188	41,000	(1,812)	<i>Instructional Support/Enrichment supplies</i>
28	Sub-total Direct Educational Expenses	58,591	46,900	11,691	
29		228,098	174,050	54,048	
30	Facility Operating Expenses				
31	Facility Operating Expenses		174,050		<i>Overprojected Landscaping offset by Water Remediation expenses</i>
32	Sub-total Facility Operating Expenses	249,070	255,858	(6,788)	
33		249,070	255,858	(6,788)	
34	Imagine Fees				
35	Imagine Indirect & Start up Costs	716,673	738,249	(21,576)	<i>Based Projected FTE Revenue for FY19</i>
36	Sub-total Imagine Fees	716,673	738,249	(21,576)	
37					
38	General & Administrative				
39	Interest Expense	7,827	7,828	(1)	<i>Updated Depreciation Schedule Increase in WC and GL due to new building</i>
40	Depreciation Expense	144,625	119,475	25,150	
41	Insurance	110,008	95,000	15,008	
42	Board Expenses	8,500	7,000	1,500	<i>Fundraising Exp, Etc</i>
43	Other G&A	91,726	77,221	14,505	
44	Sub-total General & Administrative	362,686	306,524	56,162	
45					
46	Other School Services				
47	Travel	29,805	31,075	(1,270)	<i>SRO NCI, Forum, coaches PD</i>
48	Field Trips	4,415		4,415	
49	Transportation	52,519	45,100	7,419	
50	PT/OT/Speech	25,273	24,450	823	
51	Other Contracted Services	162,029	117,790	44,239	

Imagine Schools at Land O Lakes
 Financial Analysis through September 2018

	FTE=803	FTE=830		
	Actuals plus Projections	Preliminary Budget Approved 6/26/18	Variance	Comment
52	274,041	218,415	55,626	
53				
54	6,336,578	6,120,763	215,815	
55				
56	Contingency	-	-	
57				
58	OPERATING SURPLUS (DEFICIT)	34,648	(228,901)	
59				
60	FUND BALANCE, PRIOR YEAR	431,341	431,341	
61				
62	Depreciation Expense	144,625	119,475	25,150
63	Capital Purchases/Fixed Assets	(278,176)	(45,000)	(233,176)
64	Debt Service (Principal) - Construction Note	(14,689)	(59,532)	44,843
65	Debt Service (Principal) - Bus Note	-	-	-
66	Debt Service (Principal) - Capital Advance Note	-	-	-
67				
68	NET CHANGE IN FUND BALANCE	(342,493)	49,591	
69				
70	PROJECTED YEAR END FUND BALANCE	88,848	480,932	

Breakfast Cart, Driveline Software, Sound System, Flooring, Painting, Playground Financing Playground

Sample request for contract amendment verbiage [M/J Health (6th grade)] Charter Schools

Sample request for amendment verbiage: Pursuant to State law, (Charter School name) currently provides a comprehensive health education curriculum that is in compliance with F.S. 1003.42(2)n., as required for all public schools. The governing board has approved Policy ____ [Comprehensive Health Education Policy], in order to meet the requirements of this statute.

The curriculum shall be taught beginning in the ____ grade and continue throughout high school, and shall enable students to master the standards set forth in the Next Generation Sunshine State Standard as implemented through the _____ course (Middle School) and **HOPE CORE** course (High School).

(Charter School name) is requesting to amend its charter school contract to allow for this exception to the Sponsor's Student Progression Plan's requirement to offer **M/J Health 4** in 6th grade.

Governing Board approved policy

Comprehensive Health Education Policy

Pursuant to State law, the Board shall provide an evidence-based, medically-accurate comprehensive health education curriculum that addresses concepts of community health; consumer health; environmental health; family life, including an awareness of the benefits of sexual abstinence as the expected standard and the consequences of teenage pregnancy for one's life, health, and development; mental and emotional health; injury prevention and safety; nutrition; personal health; prevention and control of disease; substance use and abuse; and teen dating violence and abuse.

The Board requires that this curriculum also include an evidence-based, medically accurate, age-appropriate, and comprehensive reproductive and sexual health education curriculum. This curriculum shall include information about:

- A. abstinence as the only certain way to avoid pregnancy or sexually transmitted infections, including HIV/AIDS;
- B. the consequences of teenage pregnancy;
- C. the health benefits and side-effects of contraception and condoms;
- D. responsible decision-making, communication, and relationship skills; and
- E. the importance of family-child communication.

This curriculum shall be taught beginning in the ____ grade and continue throughout high school, and shall enable students to master the standards set forth in the Next Generation Sunshine State Standards as implemented through the _____ course (Middle School) and **HOPE CORE** course (High School).

M/J Health 4 (Pasco County Schools) 6th grade course offering for 2018-19

- 1.) Is this course (M/J Health 4) or curriculum contents being required by the Florida Department of Education or F.S. 1003.42 (2)n. [Comprehensive Health Education] for all public schools for 2018-19 ? Comprehensive Health Education is a School board policy and our district was identified as not being in compliance from the curriculum side. Therefore, the implementation of M/J Health 4 course (Middle School) and the Hope CORE course (High School) will help us meet the compliance piece.
- 2.) Will Pasco have a comprehensive health education plan for 2018-19? If so, will the referenced course or requirements be included in the plan? Will the course (M/J Health 4) be included in the 2018-19 Student Progression Plan? The reason that I ask is that most all charter schools adopt the Student Progression Plan. If it is not, it may be that charter schools would have some flexibility in meeting any state requirements. If it is in the SPP, then they would most likely have to submit a request for a contract amendment to deviate from our SPP in this category. Yes, and these new courses will be written into the SPP. They are not specifically written into the comprehensive health education plan, but NEOLA policy (2417) explains what is there now. SEE BELOW

2417 - COMPREHENSIVE HEALTH EDUCATION

Pursuant to State law, the Board shall provide an evidence-based, medically-accurate comprehensive health education curriculum that addresses concepts of community health; consumer health; environmental health; family life, including an awareness of the benefits of sexual abstinence as the expected standard and the consequences of teenage pregnancy for one's life, health, and development; mental and emotional health; injury prevention and safety; nutrition; personal health; prevention and control of disease; substance use and abuse; and teen dating violence and abuse.

The Board requires that this curriculum also include an evidence-based, medically accurate, age-appropriate, and comprehensive reproductive and sexual health education curriculum. This curriculum shall include information about:

- A. abstinence as the only certain way to avoid pregnancy or sexually transmitted infections, including HIV/AIDS;
- B. the consequences of teenage pregnancy;
- C. the health benefits and side-effects of contraception and condoms;
- D. responsible decision-making, communication, and relationship skills; and
- E. the importance of family-child communication.

This curriculum shall be taught beginning in the 7th grade and continue throughout high school, and shall enable students to master the standards set forth in the Next Generation Sunshine State Standards.

M/J Health 4 (Pasco County Schools) 6th grade course offering for 2018-19

The health education curriculum materials shall, at all times, reflect current theory, knowledge, and practice, and shall be evidence-based and proven effective. The curriculum materials shall be available for review at each school site.

Any student whose parent makes a written request to the school principal shall be permitted to opt-out from the teaching of reproductive health or any disease, including HIV/AIDS, its symptoms, development, and treatment. A student so exempted may not be penalized by reason of that exemption and shall be given alternative assignments during this time.

Personnel providing instruction in human sexuality shall receive training based on District approved standards, prior to presenting such instruction.

Revised 9/18/12

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IMAGINE SCHOOL AT LAND O' LAKES

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October 10, 2018

Dear Parents/Guardians,

In order to comply with Florida law 1012.42, Imagine School at Land O' Lakes is required to notify parents when a teacher in a district school system is assigned teaching duties in a class dealing with subject matter that is outside the field in which the teacher is certified, outside the field that was the applicant's minor field of study, or outside the field in which the applicant has demonstrated sufficient subject area expertise, as determined by district school board policy. Each of the following teachers were selected for their mastery of content knowledge and teaching competence. They were selected, in many cases, over other individual applicants who were considered highly qualified as defined by Pasco County School District and the State of Florida. Individuals who are teaching out-of-field are certified in at least one area and are qualified to teach but are required to take additional course work or testing to add a coverage/endorsement to their certificate. The state also requires a teacher to take coursework/in-service towards an English for Speakers of Other Languages (ESOL) endorsement, when the teacher is the primary language arts provider and/or reading teacher for an ESOL student.

The following teachers at ISLOL have agreed to teach out-of-field while completing course work/testing:

- Gabriela Salazar, 6th Grade Reading (working towards Reading endorsement)

The following teachers at ISLOL have agreed to work towards their ESOL endorsement:

- Heather Metz
- Monika Jarosi-Kwong
- Dawn Henderson
- Christine Fonte
- Kelley Johnson
- Angela Brigato
- Kameela Gulley
- Joanne Ramotar

Each member of our team is devoted to their students and passionate about the mission of culture, character, and community at ISLOL. Please join us in supporting our teachers as they continue their coursework and education this year.

Sincerely,

Aimee M. Williams
Principal