



IMAGINE SCHOOL AT TOWN CENTER

775 Town Center Blvd Palm Coast, FL 32164

Phone: 386-586-0100

Fax: 386-586-2784

Advisory Board Meeting

Imagine School at Town Center, LLC

August 28, 2015 6:00 p.m.

- I. Call To Order
- II. Roll Call: Kurt Allen (Chairman), Rebecca Beers (Secretary), Wendy Van de Graaf , Lisa O'Grady (Regional Director), Jenny Norris (Executive Liaison) James Menard (School Leader), Christian Toth (Business Manager) Greg Young, Fred Kapelewski, Tracey Toth (Character Coach) Jeremy Guiterezz (Technology)
- III. Additions to Agenda
- IV. Approval of Minutes from July 8, 2015: Rebbeca Beers made a motion to approve, Wendy Van de Graaf seconded the motion. Unanimous approval.
- V. Old Business
 - o Notice of final budget for 2014-2015 year: Greg Young provided a detailed description of FY Final Budget Report and new template, assets exceed obligations, acquired more expenses than budgeted for. We had originally forecasted a \$32,000 deficit for the year, which was reduced to \$12,100 contributed by Imagine to be paid back by Dec. 2015. Motion to approve the 2014-15 budget made by Wendy Van de Graaf. Rebecca Beers seconded the motion. Unanimous approval.
- VI. New Business
 - o 2015-2016 Revised Budget. In reviewing the new template, focus attention our on the Gov't Wide Fund column. We are currently budgeted for 919 and our enrollment is now 889. Students were withdrawn from the county the Friday prior 8/24. We have wait lists and openings in several grades. Open spots need to be advertised on FaceBook and if shared a volunteer hour can be given to parents James Menard will inquire about placing a flyer on each pizza box sold by Papa Johns given our business partnership with them. Tammy Yorke is our District Liaison. Line item 67, \$98,671 notes declining enrollment from the 2013-2014 school year which was never received. . Review of Indirect Cost Breakdown was given with the services provided by Imagine for that fee.
 - o Digital classroom plan. Technology is budgeted at 40k. Do we leave this amount; do we seek assistance from the PTO? History of Technology at ISTC was provided by Jeremy Guitierrez. Strengthened bandwidth, there is a need of teacher laptops updated about 42, as well as new computers for testing. We will receive \$31,600 in technology funds to utilize as a grant from the Digital Classroom plan (DCP). Old teacher laptops cannot be utilized for testing, but possibly can be added to classrooms for use by the students. A team of teachers/ staff met and came up with three plans for spending technology funds. The heart and need is at the teacher level. The teachers can affect all students with the best technology. Invitation to Mr. Stidham, the current PTO President to attend our



IMAGINE SCHOOL AT TOWN CENTER

775 Town Center Blvd Palm Coast, FL 32164

Phone: 386-586-0100

Fax: 386-586-2784

next Board Meeting. Rebecca Beers feels teacher need the technology, but students also need more in the classroom, offering our older students the usage first. Approve the budget with 40k for technology. 8k phased in. Jeremy Gutierrez will provide a detailed plan for teacher laptops. Motion to approve Rebecca Beers, Wendy Van de Graaf seconded the motion: Unanimous Approval

- Change of Registered Agent of School Entities. Imagine Schools Corporation is now entirely non-profit. Imagine is seeking to change the registered agent of entities from Corporation Service Company (CSW) to National Corporate Research, LTD (NCR) which will provide the same service of filing paperwork to retain non-profit status at a lower cost. Wendy Van de Graaf made a motion for approval & Rebecca Beers seconded the motion. Unanimous approval.
- Approval of out of certification area teaching staff* Two new MS teachers hired are K-6 certified with reading endorsements. One 6th grade teacher who is MS certified. They can be out of compliance for the school year. Pence, Bennici, Magnell will be encouraged to take the tests as soon as possible. Letters must be sent home to all families. Motion to approve by Rebecca Beers, Wendy Van de Graaf seconded the motion; Unanimous approval.
- Meeting dates for 2015-2016 School Year: Sept. 17th, 2015; November 19th, 2015; February 18th, 2016; and May 19, 2016.
- Incoming board member – no new resumes at this time. Jimmy Menard will begin to reach out to community members with educational experience to fill the vacancy.

VII. Imagine Schools Report-

- Leadership Team; car riders, technology, moral, PD was successful. Success Time will begin in week four. During week three we will practice the rotation. Interventions will be completed first thing during Success Time. Suggestion was made to reevaluate re-enrollment, possible mid-summer contact, so we can have a more accurate count.
- Region Team

IX. Hear the Audience

X. Hear the Board

XI. Next Meeting – Thursday, September 17th, 2015.

*Voting item for Board

Motion to adjourn at 8:12 pm by Wendy Van de Graaf. The motion was seconded by Rebecca Beers. Unanimous approval.