

## ANNUAL REPORT TO THE CITY COMMISSION

**NAME OF BOARD:** Charter Elementary and Middle School Advisory Board

**CHAIR:** Dr. Imran Siddiqui

**VICE CHAIR:** Dr. Donald Nicholas

**REPORTING TERM:** September 2025 – May 2026

**Date Submitted:** June 3, 2026

### **33.503 ANNUAL REVIEW**

On or before June 1 of each year, the representative Advisory Board or Committee shall forward to the City Commission a summary of the Advisory Board's or Committee's accomplishments during the prior year. Along with any recommendations or suggestions to the City Commission regarding any improvements to City operations, ordinances, or policies, they see fit to transmit based on their work and observations over the year.

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#### **I. SUMMARY OF ACCOMPLISHMENTS DURING THE REPORTING TERM:**

- Election of Chairman and Vice Chair of Advisory Board.
- Annual review of the Sunshine Law Presentation.
- Reviewed and approved the 2025-2026 Charter System Wellness Policy.
- Reviewed Charter System School Security, Safety and Evacuation Plan.
- Reviewed Charter System student/parent reunification and emergency protocols.
- Reviewed and approved the 2025-2026 Guide to Proactive Discipline for Charter Elementary and Middle Schools.
- Reviewed and approved additions to Proactive Discipline concerning bullying for Charter Elementary and Middle Schools.
- Reviewed and approved the 2025-2026 Parent Handbook for Charter Elementary and Middle Schools.
- Reviewed and approved the 2025-2026 Improvement Plan for Charter Elementary and Middle Schools.
- Reviewed and approved the A+ Funds Distribution Committee's final report for Charter Elementary and Middle Schools.
- Approved the updated Innovative Learning process for funding.
- Reviewed Charter System fundraising activities, which includes dress-down days.
- Principals spoke about Jaguar Parent Point Series workshops and volunteer hours events and encouraged parents to participate.
- Parents were updated on the FAST testing during workshops conducted during several meetings.
- Principals regularly reported on individual school activities and middle school sports accomplishments.

- Recognized employees annually for their outstanding achievements and awards at meetings.
- Recognized the Charter School's accomplishments and organizational awards presented to the school.
- Strongly encouraged parent participation and to strongly support S.O.S. fundraising efforts.
- Conducted an "Open Forum" at every Board Meeting, encouraging parents, guardians, teachers, and students to raise issues, voice praise or concerns. This also an opportunity for parent questions to be answered directly by principals and other members of City and school staff present at Board meetings.
- Encouraged parent communication with Administrators and Board members.
- Maintained open communication with our Charter School Partners; "Chartwells" requesting availability to discuss and respond to any questions or concerns.
- Chartwells presented a sample night at the April board meeting, where all were invited to taste a wide selection of items that are prepared for the students' meals. Board members and parents enjoyed the selection and thanked Chartwells for their continued efforts to provide high quality food items.
- Encouraged parents and guardians of students to also attend the Charter High School Advisory Board Meetings.
- Reviewed and approved the 2026-2027 Advisory Board Election Timeline.
- City Manager's office provided updated information on fund-raising activities, upcoming events to earn volunteer hours, and lottery enrollment process and results.
- City Manager office advised on upcoming budget process for 2026-27 and when it will be presented to board for review and approval at the June meeting.
- Participated in the Budget Presentation
- Received information concerning the mid-year COGNA Accreditation progress report from the Office of Innovative Learning.
- Received information from the Office of Innovative Learning concerning the use of Artificial Intelligence in the classroom, formation of an advisory team to structure AI implementation.
- Received information from Office of Innovative Learning concerning the survey conducted to formulate waiver request to the State in reference to the changing of school start hours, which has been directed through legislation at the State level.

**II. SUPPORTING OR BACKUP DATA, MATERIAL, OR OTHER CLARIFYING DOCUMENTS, IF APPLICABLE.**

- 2025– 2026 Attendance Record of Charter Elementary and Middle School Advisory Board Members.

**III. ADDITIONAL COMMENTS**

The Advisory Board appreciates the City Commission's support throughout the year.

**IV. Statement regarding meeting date at which report was approved by Board or Committee for presentation to the City Commission.**

The 2025-2026 Annual Report to the City Commission was presented for review and approved by the Charter Elementary Middle School Advisory Board at the May 5, 2026 meeting.

Dr. Imran Siddiqui  
Chair

Charter Elementary Middle School Advisory Board  
Attendance  
September 2025 - May 2026

	SEPT	OCT	NOV	DEC	JAN	FEB	MARCH	APRIL	MAY	EXCUSED	UNEXCUSED
<b>East Elementary</b>											
Ceclila Albornoz	P	P	P	E	P	P	E	P	P	2	0
Kavita Amar	P	P	P	P	P	P	P	P	P	0	0
Alternate Bryan Fayer	P	E	P	P	E	P	E	E	E	5	0
<b>Central Elementary</b>											
Brian Cha	P	P	E	P	E	P	P	P	P	2	0
Brandon Carrero	P	P	E	P	P	P	P	P	P	1	0
<b>Central Middle</b>											
Imran Siddiqui	P	E	P	E	P	P	E	P	P	3	0
Donald Nicolas	P	P	P	P	E	E	P	P	P	2	0
Alternate Diana Baptiste	P	P	P	E	P	E	P	P	P	2	0
<b>West Elementary</b>											
Bponnie Ng	P	P	P	P	E	P	P	P	P	1	0
Mark Phillips	P	E	E	P	P	E	E	P	P	4	0
<b>West Middle</b>											
Karla McLaren	P	P	E	P	P	P	P	P	P	1	0
Nida Govaria	E	E	P	P	E	P	E	P	P	4	0

