

# galileoschool

MINUTES OF THE MEETING OF THE  
BOARD OF DIRECTORS

FOR GIFTED LEARNING

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Minutes of a meeting of the Board of Directors of the Galileo School for Gifted Learning duly called and held on April 16, 2019 at UCF, Orlando, FL.

**Board members present:**

- ✓ Javier Rivera, Vice Chair
- ✓ Debbie Hahs-Vaughn, Secretary
- ✓ Caleb Edwards, Member
- ✓ Rich Margadonna, Member
- ✓ Joe MacLaren, Member
- ✓ Treva Marshall, Member
- ✓ Kevin Miller, Member

Guests present:

- ✓

**Board members absent:**

- ✓ Michele Gill, Chair
- ✓ Javier Rivera, Vice Chair
- ✓ Debbie Hahs-Vaughn, Secretary
- ✓ Caleb Edwards, Member
- ✓ Rich Margadonna, Member
- ✓ Joe MacLaren, Member
- ✓ Treva Marshall, Member
- ✓ Kevin Miller, Member

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With the approval of the directors present, Michele Gill acted as Chair of the meeting, and Debbie Hahs-Vaughn recorded the minutes.

On motions duly made and seconded, it was voted that the minutes of the meeting of board of directors from March 11, 2019 to be taken as read.

- I. Informational Items
  - a. Check status of new board members board training completion documents
- II. Principal Report (M. Nunez)
  - a. Most positions for the new year have been filled.
- III. Consent Agenda
  - a. Teacher hires. Motion made, second, all approved to hire for 2<sup>nd</sup> and 5<sup>th</sup> grade positions.
- IV. Committee Reports
  - a. Standing Committee Reports
    - i. Budget and Finance Committee (MacLaren)
      - 1. Financial statements were not available.
    - ii. Curriculum Committee (M. Gill).
      - 1. Motion made, second, all approved to replace Mrs. Spitalnick with Mrs. Kurtz on the curriculum committee.
    - iii. Development & Grants (T. Marshall)
      - 1. Update on Fall 2019 gala (September 20 at Lake Mary Event Center). The updated sponsorship packet has been written. Some sponsors have already committed. April 23 is the next meeting. Any leads for auction items or sponsorships should be shared with Mrs. Marshal.
    - iv. Marketing (C. Edwards)
      - 1. The fun run raised about \$29,000, which is above what was raised last year. The incentive for a day at the farm seemed to really encourage classes to participate.
      - 2. Over 1,000 donations have been made toward the capital campaign. This should be celebrated on Facebook, etc.
      - 3. About 8-10% increase in website traffic.
  - b. Special Committee Reports
    - i. Facility Committee (K. Miller)
      - 1. Update on second school facility. The committee is recommending retaining Mr. Randall Morris to assist in attaining Galileo's desire for a kindergarten. Motion made, six in favor, one abstained, to retain Mr. Morris for these services.
      - 2. Once we get past site layout, kindergarten access, then we can move forward more quickly but we are still working towards opening fall 2020.
      - 3. Some additional repairs on the current facility were made over spring break. The school is waiting on air quality test results.

- ii. Strategic Planning Committee (R. Margadonna)
  - 1. No report.
- iii. Ad Hoc Committee on Employee Benefits (Rivera, Marshall, Miller)
  - 1. Mrs. Nunez has reached out to ACH to make sure the benefits package is the best package available.

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## **OLD BUSINESS**

- I. Approve new board research policy (D. Hahs-Vaughn). Motion made, second, all approved to revise the research policy to what was sent to the board.
- II. Employee benefits (noted previously).
- III. Annual parent/teacher/student survey results were shared by Mrs. Nunez.

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## **PUBLIC COMMENT**

No comments fielded.

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## **NEW BUSINESS**

- V. School administrator contract was discussed.
- VI. Budget.
  - a. Budgeted the coming year based on the current revenue stream with a few exceptions. We won't find out until May-June how things will work in Tallahassee. Projected income if \$4.7 M. For expenses, a part-time teacher will be moved to full-time. Due to maternity, there will be instructional positions. The gifted instructional coach will go full-time next year. There are a few new curriculum items for the coming year. The net would be \$111K if we stay at projected budget and need at least \$66K.
  - b. Motion made, second, all approved to provide 1% retirement match for all employees (full-time and part-time) in years 1-2, 2% in years 3-4, and 3% in years 5+. Before it's announced, this information will be shared with the benefits committee. The board wants to make sure this is announced with some fanfare to emphasize its importance.
  - c. Motion made, second, all approved to provide a 2% budgeted raise to employees for the coming academic year.

VII. Set dates for May and June board meetings (no meeting in July unless necessary)

VIII. Important Dates

MAY 14, 2019, 2441 West SR 426, Suite 1061 TBD

- Approve next year's budget
- Review of quarterly budget
- Approve teacher and staff contracts
- Approve Principal contract
- Final Evaluations of School Principal are due
- Plan Fall Gala

JUNE/JULY Combined Meeting (date will be set at the next meeting)

- Annual review of student achievement and retention data
- Annual review of Board's conflict of interest policy
- Annual review of board policies and procedures
- Operational issues
- Board recruitment
- Michele Gill, Debbie Hahs-Vaughn, Kevin Miller eligible for Board re-appointment
- (Caleb Edwards renew board training 2019)

IX. Adjournment

There being no further business to transact at the time, it was voted to adjourn the meeting.

Dated: April 16, 2019

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Debbie Hahs-Vaughn, Secretary