

galileoschool

MINUTES OF THE MEETING OF THE
BOARD OF DIRECTORS

FOR GIFTED LEARNING

Minutes of a meeting of the Board of Directors of the Galileo School for Gifted Learning duly called and held on August 26, 2021 via Zoom and at Galileo, Sanford, FL.

Board members present:

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

Guests present:

- ✓

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 June 22, 2021 to be taken as read.

- I. Pledge of Allegiance
- II. Celebrations/Recognitions
 - a. Congratulations to Michelle Nunez and the Facilities Committee for the successful completion of the Skyway campus!
 - b. Congratulations to teachers who completed the summer book reading!
 - c. Congratulations to Mrs. Marshall for her company's 20 year anniversary!
- III. Informational Items
 - a. Sunshine Fund collections (\$50 pp)—Use School Pay
- IV. Principal Report (M. Nunez)
 - a. COVID cases. Much of the administrative time is being spent on fielding COVID-related questions and concerns.
 - b. Staffing. There are still a few positions to fill.
 - c. Enrollment is fluctuating but close to the ideal numbers. Some parents have left due to mask policies.
 - d. Update on CSP funds for Skyway. Galileo spent about \$560K last year so about \$200K remaining to be spent.
 - e. Update on PPP loan. Galileo has not completed the process yet; the school is in Phase 1 so it's not clear if there will be full forgiveness. The final decision will be coming up.
- V. Consent Agenda
 - a. Clarence Grayson - Custodian, Riverbend
 - b. Areli Perez - Secretary, Riverbend
 - c. Jill Daniels - Instructional Assistant, Skyway
 - d. Kim Whitaker - Dragon Watch Staff
 - e. Jolia Abader - Substitute
 - f. Frances Beardsley Berrios - Secretary, Skyway
 - g. Raymond Davidson - PE Teacher, Skyway
 - h. Megan Ingalls - Speech & Language Pathologist, Skyway
 - i. Motion made, second, all in favor to approve the proposed hires.
- VI. Committee Reports
 - a. Standing Committee Reports
 - i. Budget and Finance Committee (MacLaren). Tabled until September. Draft audits were shared with the Board, and neither audit identified deficiencies. Both campuses concluded the year with positive values at the end of the fiscal year. The committee will look into diversifying accounts due to reaching FDIC insurance limits.

- ii. Curriculum Committee (M. Gill)
 - iii. Will schedule for early fall. Tabled.
 - iv. Development & Grants (T. Marshall)
 - v. Update on Science campaign. Scheduled to end in one month. 64% at Riverbend and about 30% at Skyway. Almost \$10K has been donated, and this will be divided between both campuses
 - vi. Update on Auction for September. The auction has been moved to November 16, national Philanthropy Day. Online hosting platforms are being reviewed.
 - vii. 10th anniversary celebration. A commemorative 10th anniversary post was made. This is being expanded to a one-year celebration with a video vignette featured each month. This will culminate with a video-taped band performance. The videos will also be used on the auction platform, encouraging them to continue to give.
 - viii. Marketing (C. Edwards)
 - ix. Website redesign to accommodate the two campuses. A photo shoot of the new campus is being scheduled. A parent volunteer with equipment for indoor photography is also being sought.
 - x. Website analytics were shared. Traffic is similar to that experienced last year. Mobile traffic continues to grow.
 - xi. About \$141K was raised with capital campaign, and the Board needs to consider recommendations for shifting contributions.
 - b. Special Committee Reports
 - i. Facility Committee (K. Miller)
 - ii. Facility updates. The committee had funds reserved for punch list items that still need to be completed at Skyway.
 - iii. Strategic Planning Committee (R. Margadonna)
 - iv. Update on Strategic Planning—postponed due to COVID-related concerns.
 - v. Health & Wellness Committee (J. Brodeur)
 - vi. Update on Community Garden was provided. The PEAKS program at Riverbend will begin working on this next week. The goal is to have crops ready by the holidays.
- VII. PTSA/SAC Updates

OLD BUSINESS

- VIII. None noted.

PUBLIC COMMENT

Comments and questions were fielded by those attending.

- Comment was fielded by two Galileo students regarding the mask policy, in favor of allowing the opportunity to opt out.
- Comment was fielded by a parent regarding the mask policy, in favor of allowing the opportunity to opt out of masks and allowing teachers the opportunity to opt out of masks.
- Comment was fielded by a parent and shared excitement for the new campus as well as in favor of allowing mask choice and encouraging SCPS to continue to allow mask choice. Should SCPS enact mask requirement, to consider separating from SCPS guidance on that, allowing parents to make the decision on mask.
- Comments were fielded by a parent and also shared excitement for the new Skyway campus and the summer skip programs, and also noted being in favor of allowing mask choice and encouraging SCPS to continue to allow mask choice.
- Question was fielded by a parent regarding if an emergency board meeting was called, would parents be notified. The parent also indicated that they would be interested in serving on a working group regarding measures that could be taken to assist with decreasing COVID incidents. [Mr. Rivera indicated that the Board follows Sunshine Law and it would be posted.]
- Comments were fielded by a parent on behalf of Skyway PTSA. They are trying to move everything to virtual and adapt as needed to make things successful for staff and students. The first teacher treat cart was successful.

Mr. Rivera noted that there are no new changes from SCPS on the mask policy at this point. Should that occur, the Board will convene to discuss.

NEW BUSINESS

IX. New Business

- a. Volunteer policy due to COVID: Recommend reducing to 1 hour this year, which they can fulfill by attending an online parent training session (including parent empowerment sessions or conscience discipline training). Motion made, second, all in favor to eliminate the volunteer requirement for the 2021-2022 academic year.
- b. Bond debt service reserve proposal. Motion made, second, all in favor to retain Arbitrage Rebate Management for investment of bond debt service reserve.
- c. Proposal: Policy Regarding Involuntary Examinations. The legislature enacted a new rule regarding Baker Acts (i.e., involuntary removal from campus). We are required

to create a new policy regarding this. Motion made, second, all in favor to adopt the policy language from the Florida Charter School Association.

- d. Proposal: Hire a new, shared position with both school sites, Administrative Assistant (\$25K) to handle COVID notifications and parent calls. Motion made, second, all in favor to approve the new position.
 - e. Budget amendment request. The financial consultant re-aligned the budgets by campus, and these were presented to the Board. Funding on the Skyway campus for FEFP has decreased. Federal programs (IDEA funds) have decreased as the number of ESE students have decreased on Riverbend and the targets were never reached for the Skyway campus. The remainder of CSP funds will be spent this year. Insurance rates have increased due to more assets, staffing, and property, in addition to a few losses. Skyway is absorbing most of the debt service of the bond issuance. The 2% raise for support staff was added into this revised budget. Changes to the Riverbend budget are similar. Final budget is tight on the Skyway campus, due to no capital outlay. Motion made, second, all in favor to approve the revised budget.
 - f. Annual bylaws review. No other bylaw revisions were presented to consider at this time.
 - g. Annual review of student achievement and retention data and school grade. More information will be presented next month. Mrs. Nunez indicated that August 30 is the date to opt-in for grading, and she recommends not to opt-in this year (which aligns with SCPS). There are limited negatives to not opting in (e.g., Riverbend will retain its previous school grade). Motion made, second, all in favor to not opt-in to school grade for 2021-2022.
 - h. Rich Margadonna eligible for Board reappointment. Motion made, second, all in favor to reappoint Mr. Margadonna to the Board.
 - i. Review Board goals for the year. A recommendation was to maintain the instructional model and continue to support faculty and staff.
 - j. Plan Annual Meeting for September
 - i. Call for nominations to add to the Advisory Board. Contact information for individuals who would be a good addition to the Advisory Board should be emailed to Dr. Gill.
- X. Upcoming Meetings
- a. Meetings for Fall semester were discussed. The September meeting was scheduled.

XI. Important Dates

SEPTEMBER 27, 5:30-6:00 Advisory Board, 6:00 Board meeting

- Annual Meeting—election of new Board members and appointment of committee chairs
- Meet with Advisory Board
- School Success Report for previous year presented to the Board
- Annual Profit/Loss Statement due to the Board
- Review and approve Principal’s Individual Leadership Development Plan.
- Annual audit conducted
- Review strategic plan
- Joe McLaren eligible for board reappointment
- Approve amended budget

OCTOBER, TBD

- October 2018: Begin talks to discuss early purchase of first school building
- (Rich Margadonna renew board training 2022)

NOVEMBER, TBD

- Meet with teachers/staff—employee Town Hall
- Review of quarterly budget
- Caleb Edwards eligible for Board reappointment
- Treva Marshall eligible for board reappointment

DECEMBER, TDB

- Board of Directors informally observes and evaluates School Director
- (Michele Gill and Debbie Hahs-Vaughn renew Board training in 2022)

XII. Adjournment

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

Dated: August 26, 2021

Debbie Hahs-Vaughn, Secretary