

# galileoschool

FOR GIFTED LEARNING

## MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS

---

Minutes of a meeting of the Board of Directors of the Galileo School for Gifted Learning duly called and held on November 28, 2023 via Zoom and at Galileo, Sanford, FL.

**Board members present:**

- ✓ Javier Rivera, Vice Chair
- ✓ Debbie Hahs-Vaughn, Secretary
- ✓ Jason Brodeur, Member
- ✓ Joe MacLaren, Member
- ✓ Treva Marshall, Member
- ✓ Kevin Miller, Member
- ✓ Jonathan Wilkes, Member

**Board members absent:**

- ✓ Michele Gill, Chair

Guests present:

- ✓

---

With the approval of the directors present, Javier Rivera 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 October 17, 2023 to be taken as read.

- I. A faculty/staff Town Hall was held prior to the board meeting. The faculty/staff in attendance shared positive notes of praise about their time with Galileo as well as the administration.
- II. Pledge of Allegiance
- III. Celebrations/Recognitions
- IV. Board goals for the year:
  - *Continued alignment of school operations/curriculum with school mission and vision*
  - *Employee development and retention*
  - *Obtaining development/endowment funds to support our unique model of schooling*
- V. Informational Items
  - a. Board members should schedule time to do an informal walkthrough of Galileo School and/or group meeting with Mrs. Nunez to check on midterm progress of both campuses
- VI. Principal Report (M. Nunez)
  - a. Daycare update. Due diligence is being finalized and will be submitted to the county after their meeting with Galileo this week.
  - b. Enrollment update. Both campuses have a little movement, but the waiting list is still strong.
  - c. Staffing update. The mental health counselor recently resigned, and this is the only position available right now. A principal intern will begin in the Spring, working on the Skyway campus with Mrs. Nunez. One of Dr. Gill's doctoral students is completing a case study of Galileo.
- VII. Consent Agenda: New Hires. Motion made, second, all in favor to approve the new hires.
  - a. Courtney Roswell - 2nd grade Teacher - Riverbend
  - b. Christina Hansen - Speech & Language Pathologist - Skyway
  - c. Milagros Fernandez - Custodian - Riverbend
- VIII. Committee Reports
  - Standing Committee Reports
    - i. Budget and Finance Committee (J. MacLaren). When reviewing both campuses, there is a \$60K surplus. A brokerage account is being set up to move savings to higher yield accounts and to diversify to ensure they are FDIC insured. Motion made, second, all in favor to approve the monthly financials.

- ii. Curriculum Committee (M. Gill)
  - iii. Report from November meeting was shared via meeting minutes. Mrs. Nunez shared an update. The primary focus of the meeting was to discuss the Reggio Emilia model. A group of teachers and administrators will look at if/how parts of the model can be incorporated into the preschool and other grades.
  - iv. Requesting to add Jana Spitalnick as a member of the curriculum committee to replace Clary Kirts, who is now a consultant at Galileo. Motion made, second, all in favor to add Jana Spitalnick to the curriculum committee.
- v. Development & Grants (T. Marshall). The new campaign had a soft launch. Mrs. Marshall suggests that we introduce a challenge grant to the school community, with the Board matching up to \$10,000. Galileo has applied for funding for appropriation from the state, specifically \$500K towards the early learning center.
- vi. Marketing (D. Hahs-Vaughn). No updates.

- Special Committee Reports

- vii. Facility Committee (J. Wilkes). Four classrooms took on water during the storms before Thanksgiving, three of which had to have remediation. A building consultant reviewed the school to provide recommendations.
- viii. Two quotes were secured for HVAC. Motion made, second, all in favor to approve the HVAC repair from ABM.
- ix. Strategic Planning Committee (J. Rivera)
  - x. Review and vote on Strategic Planning Committee recommendations

- IX. PTSA/SAC Updates. Both campuses are working on literacy related projects. Riverbend is putting in a book vending machine. Skyway is adding a little community library for families to exchange books as they do in many neighborhoods.

---

**OLD BUSINESS**

---

**PUBLIC COMMENT**

No comments received.

---

**NEW BUSINESS**

- X. Adoption of Curriculum Materials: Vote to approve Required Reading List. Motion made, second, all in favor to approve the required reading list.
- XI. Vote on new board policies:
- a. Policy on Unresolved Student Welfare Complaints. Motion made, second, all in favor to approve the policy on unresolved student welfare complaints.
  - b. Policy to Adopt the Specific Material Objection Template. Motion made, second, all in favor to approve the policy on specific material objection template.
- XII. Treva Marshall eligible for board reappointment. Motion made, second, all in favor to re-appoint Treva Marshall to the board.
- XIII. Javier Rivera eligible for board reappointment. Motion made, second, all in favor to re-appoint Javier Rivera to the board.
- XIV. Set meeting dates for January – May. Tabled.

---

**UPCOMING MEETINGS****JANUARY**

- Schedule Curriculum Committee meeting for spring

**FEBRUARY**

- Review of quarterly budget
- General Town Hall for stakeholders
- Javier Rivera and Jason Brodeur eligible for Board reappointment
- Revisit allowing enrollment preference for governing board members at the conclusion of the CPS grant

## MARCH

- Plan Strategic Planning Retreat
- Complete Qualtrics survey of iObservation eval for principal and of Galileo-specific survey
- Board Visit Day at Galileo School
- Annual parent/teacher/student survey
- Board of Directors formally observes and evaluates School Principal and conducts walk through of the school. Complete principal survey via Qualtrics.
- Board discusses CEO contract at a board meeting before discussing it with the CEO

## APRIL

- Principal Evaluation process: Principal conducts self-evaluation and submits to the Board by the May board meeting. Compile Board members' survey responses.
- Strategic Planning Retreat
- Johnathan Wilkes eligible for board reappointment
- Budget discussions for next year

## MAY

- Approve next year's budget
- Review of quarterly budget
- Approve teacher and staff contracts
- Approve Principal contract
- Upload final principal evaluation scores
- Plan Fall Gala

## XV. Adjournment

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

Dated: November 28, 2023

---

Debbie Hahs-Vaughn, Secretary