

AGENDA: Annual Meeting
Galileo School Board Meeting
The Galileo School Foundation, Inc.
August 26, 2021, 5:30 pm; Zoom meeting

Zoom: <https://ucf.zoom.us/j/96398594611?pwd=cjZ6YUZHTDBYaWIGZ3RsWVlpdmInUT09>

Reminder: Board members must recuse themselves from voting on any item that might be a conflict of interest.

- I. Pledge of Allegiance
- II. Celebrations/Recognitions
 - a. Congratulations to Michelle Nunez and the Facilities Committee for the successful completion of the Skyway campus!
- III. Approve Minutes: June 22, 2021
- IV. Informational Items
 - a. Sunshine Fund collections (\$50 pp)—Use School Pay
- V. Principal Report (M. Nunez)
 - a. COVID cases
 - b. Staffing
 - c. Enrollment Update
 - d. Update on CSP funds for Skyway
 - e. Update on PPE loan
- VI. 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
- VII. Committee Reports
 - a. Standing Committee Reports
 - Budget and Finance Committee (MacLaren)
 - Curriculum Committee (M. Gill)
 - Will schedule for early fall
 - Development & Grants (T. Marshall)
 - Update on Science campaign

- Update on Auction for September
- Marketing (C. Edwards)
 - Website redesign
- b. Special Committee Reports
 - Facility Committee (K. Miller)
 - Facility updates
 - Strategic Planning Committee (R. Margadonna)
 - Update on Strategic Planning—postponed due to COVID-related concerns
 - Health & Wellness Committee (J. Brodeur)
 - Update on Community Garden

VIII. PTSA/SAC Updates

IX. Public comment

X. Old Business

XI. 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
- b. Bond debt service reserve proposal
- c. Proposal: Policy Regarding Involuntary Examinations
- d. Proposal: Hire a new Administrative Assistant to handle COVID notifications and parent calls. \$25k
- e. Budget amendment request
- f. Annual bylaws review
- g. Annual review of student achievement and retention data and school grade
- h. Rich Margadonna eligible for Board reappointment
- i. Review Board goals for the year
- j. Plan Annual Meeting for September
 - Call for nominations to add to the Advisory Board

XII. Upcoming Meetings

- a. Schedule meetings for fall semester

Adjournment

Calendar of Upcoming Meetings

SEPTEMBER

- 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

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

NOVEMBER

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

DECEMBER

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

APPENDIX

CONFLICT OF INTEREST

- A) Members of the Board of Directors and staff shall act in the best interest of The Galileo School for Gifted Learning, rather than on the basis of personal interests or the interests of third parties.
- B) The Galileo School for Gifted Learning has policies in place, and routinely and systematically uses these policies to prevent actual, potential, or perceived conflicts of interest.
- C) Failure to comply with these policies or to sign the Code of Ethics Acknowledgment form and comply with the spirit or intent of the Code of Ethics shall constitute a recommendation by a duly elected member of the Board of Directors for action by no more than one member and a second to remove a member of the Board of Directors and/or staff from their position. Removal shall be based upon a 3/4ths vote of the Board of Directors.

Note! It shall be incumbent upon the accused to provide evidence of innocence when a complaint is lodged

and reasonable information is provided to substantiate the violation.

D) Just as we are committed to providing our employees with a secure and supportive work environment, we expect our directors, officers and employees to act in the best interest of The Galileo School for Gifted Learning and its customers, business partners and constituents at all times. Each director, officer and employee has a responsibility to ensure that his or her personal interests do not conflict with those of Galileo School for Gifted Learning. Using Galileo School for Gifted Learning property or information, competing with Galileo School for Gifted Learning or leveraging Galileo School for Gifted Learning business opportunities to achieve personal gain or to benefit a person or entity outside of Galileo School for Gifted Learning, is a direct violation of Galileo School for Gifted Learning conflict of interest policy. In addition, should a director, officer or employee believe that a contemplated material transaction or relationship could reasonably be expected to give rise to a conflict of interest, he or she should notify the Chairman of the Advocacy Committee within 24 hours of having knowledge of the violation.

A director, officer or employee may not represent Galileo School for Gifted Learning in any transaction with a person or an entity in which the director, officer or employee or his/her spouse, children, and other members of the director, officer or employee's household have a direct or indirect interest, or from which the director, officer or employee may derive an improper personal benefit.