

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 February 13, 2020 at Galileo School for Gifted Learning in Sanford, Florida.

Board members present:

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

Guests present:

- ✓ Justin Varnadoe, Facilities Committee

Board members absent:

- ✓ Michele Gill, Chair
- ✓ Caleb Edwards, Member

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 January 22, 2020 and November 18, 2019 to be taken as read.

- I. Informational Items
 - a. Request for staff to put Principal Evaluation (Marzano) in Qualtrics.
 - b. duties and mission/vision

- II. Principal Report (M. Nunez)
 - a. Much information was shared during the town hall. New items are noted here.
 - b. Timing for securing employment agreements for Skyway campus. Some candidates have accepted provisional offers, and these will be reviewed by the Board later this spring.
 - c. Discussion about retaining new legal counsel to review documents, etc. Suzanne D'Agresta is used by Choices in Learning charter and multiple school districts in Florida. Her fee is \$200/hour for consultation as needed, but it does not appear we would have to formally contract with her. She would not be able to serve as an attorney should there be any litigations with SCPS as she serves multiple districts. We had discussed having an attorney review the proposed charter school contract for the Skyway Campus as proposed by SCPS. SCPS has used the Florida Standard Charter Contract , with a few extra additions within their rights as a sponsor according to statute. We could ask a lawyer to review it, but it is the recommended form that is being used statewide. Mr. MacLaren and Mrs. Nunez reviewed it, and it was generally a duplicate of the Florida Standard Charter Contract, an approved FDOE document.

- III. Consent agenda. No items.

- IV. Committee Reports
 - a. Standing Committee Reports
 - i. Budget and Finance Committee (MacLaren)
 - 1. Reviewed quarterly budget. Fiscal year to date, we are in the red by \$151,064.39. This is primarily due to the vacant lot obtained and the retainer for the individual assisting with zoning issues. It is not anticipated that the budget will be in the positive prior to the end of the budget year, however that is not unexpected given the purchase of the land. Motion made, second, all approved to accept the budget.
 - 2. Budget revisions were discussed. By year-end, worst case scenario is ending at \$534,000 (i.e., about \$70,000 down than expected). Motion made, second, all approved to accept the revised budget.
 - 3. Mr. MacLaren shared that by April 30, 2021 Galileo must exercise option to purchase the current building.

 - ii. Curriculum Committee (M. Gill) . No report.

 - iii. Development & Grants (T. Marshall). Will begin calling sponsors for the gala this week.

iv. Marketing (C. Edwards). A web report was shared electronically with the board.

b. Special Committee Reports

i. Facility Committee (K. Miller)

1. Update on second school facility was shared by Justin Varnadoe. Progress is behind the date forecasted at the beginning of the year. Contingencies plans will be discussed. Construction is going well, but just not moving as quickly as anticipated. By March, will know if construction is on schedule to open fall 2020 as there are several critical dates between now and then. The architect is relatively confident that the contractors are motivated to maintain the time schedule.
2. Mr. MacLaren discussed the lease agreement for the new building. Mr. MacLaren requested Board approval of the revised lease agreement and ability to negotiate the lease agreement. Motion made, second, and all approved to allow Mr. MacLaren to negotiate the revised lease agreement.

ii. Strategic Planning Committee (R. Margadonna). No updates.

V. PTA/SAC Updates. SAC is redoing the teacher workroom as a school-wide project.

OLD BUSINESS

- a. School naming: Proposal to name first campus: Galileo School for Gifted Learning - Riverbend. Motion made, second, passes with one objection. The other campus is Galileo School for Gifted Learning – Skyway.

PUBLIC COMMENT

Comment from a guest was fielded about Lynx access to the school. Since the area has become more developed, Mrs. Nunez will check to see if additional Lynx stops may be able to be located nearer to the school.

NEW BUSINESS

- I. Parent concern (additional item added by Mr. Rivera). A parent raised a teacher concern to the board via email. Mr. Rivera noted that teacher and school issues are operational. However, since this was brought to the board, it was discussed by the board. Mrs. Nunez shared how the situation is being handled. Mr. Rivera recommends to the Board that Mrs.

Nunez continue to handle the situation as deemed appropriate, following the employment handbook that guides the school process for employee discipline.

- II. Budget revisions were presented for review and approval (as noted previously).
- III. Review of Preschool logo and info. This is tabled until next month.
- IV. Create additional questions for Principal evaluation. Tabled.
- V. Javier Rivera eligible for Board re-appointment. Motion made, second, all approved to re-appoint Javier Rivera to the board.
- VI. Motion made, second, all approved to approve the charter school contract for the Skyway campus to be submitted as edited by Mrs. Nunez and Mr. MacLaren.
- VII. Reminder: Board visits need to be completed in March. Please visit at least two at a time.

VI. Important Dates

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 formal observation and evaluation of School Principal with school walk through

APRIL

- Principal Evaluation process: Principal conducts self-evaluation and submits to the Board by the May board meeting
- Strategic Planning Retreat
- Budget discussions for next year
- Board discusses Principal contract at a board meeting before discussing it with the Principal.
- (Javier Rivera renew Board training, May 2021)
- April 2021: Need to let Building Hope know if we are pursuing option to purchase building
- Plan gala for fall

MAY

- Approve next year's budget

- Review of quarterly budget
- Approve teacher and staff contracts
- Approve Principal contract
- Final Evaluations of School Principal are due via Qualtrics, including narrative comments
- Plan Fall Gala

VII. Adjournment

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

Dated: February 13, 2020

Debbie Hahs-Vaughn, Secretary