

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 January 13, 2022 via Zoom and at Galileo, Sanford, FL.

Board members present:

- ✓ 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

Board members absent:

- ✓ Jason Brodeur, Member

Guests present:

- ✓ Karsten Briggs

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 December 8, 2021 to be taken as read.

- I. Pledge of Allegiance
- II. Celebrations/Recognitions
- III. Informational Items
 - a. Reminder that informal mid-year Galileo School Board reviews are due. Formal documentation is not required to be submitted to Dr. Gill.
- IV. Principal Report (M. Nunez)
 - a. Lottery applications are being accepted on the Skyway campus. 300 applications have been received over the last six days, since the lottery opened.
 - b. New legal counsel has been sought. Shawn Arnold has been secured, and he represents many charter schools in the state. Motion made, second, all in favor to retain Shawn Arnold as legal counsel for Galileo.
 - c. Staffing. Only one position remains open (custodian, Skyway).
 - d. COVID Update. The campuses are very busy with fielding COVID questions. The number of cases has decreased, but there are also staff members out due to COVID.
- V. Consent Agenda
 - a. New Hires:
 - i. Crissy Pederson - Instructional Assistant (Riverbend)
 - ii. Rebecka Nicoleau - FTE/Test Coordinator (Riverbend)
 - iii. Tiffany Colon- Custodian (Riverbend)
 - iv. Precious Peoples - Instructional Assistant (Skyway)
 - v. Jocelyn Overton - Instructional Assistant (Skyway)
 - vi. Kenneth Young - Custodian – Riverbend
 - vii. Nicole Howard – Intervention Teacher/Afterschool tutoring
 - b. Position Transfer:
 - i. Troy Duzant - from Instructional Assistant/to ESE Teacher
 - c. Motion made, second, all in favor to approve the recommended hires.
- VI. Committee Reports
 - a. Standing Committee Reports
 - i. Budget and Finance Committee (MacLaren). For five months to date: \$670K surplus at Riverbend; \$16K deficit at Skyway. Motion made, second, all in favor to approve the treasurer’s report.
 - ii. Curriculum Committee (M. Gill)
 - iii. Development & Grants (T. Marshall). A second campaign will be launched and grant opportunities will be examined.
 - iv. Marketing (C. Edwards)
 - v. User traffic is up about 17%. There is an increase in users typing in ‘Galileo’

- to search for the school.
- vi. Website redesign is in progress.

b. Special Committee Reports

i. Facility Committee (K. Miller)

- ii. Facility updates. A walk-through was conducted. Early conversations were started regarding retention study for future repairs. Funds are still being withheld from Building Hope until some items are completed.

iii. Strategic Planning Committee (R. Margadonna)

- iv. Update on Strategic Planning. The committee will be meeting within the next few months. Dr. Gill proposes a firm deadline of the first week in April so that actionable items will be available before the end of the academic year.

- v. Health & Wellness Committee (J. Brodeur). No updates were provided.

VII. PTSA/SAC Updates. Mrs. Nunez will be meeting with the PTA groups to promote unity.

OLD BUSINESS

VIII. Hiring of new legal counsel

- IX. ERTC funds. Karsten Briggs (independent consultant) reviewed the potential refund available with the board. There were six quarters in 2020 and three in 2021 that were eligible. Quarter 2 of 2020 is not eligible as PPP funds wiped that out. Quarter 3 2020, the school is eligible to receive \$451,000, and Q4, the school is not eligible based on max qualified wages. In 2021, all quarters were maximized. The school is eligible for nearly \$2.9M. Unlike PPP, which had rules attached to it being a loan, the ERTC has no rules on how it can be used. It becomes the school's money to use. From accounting, it must be reviewed as general income, but there are no other restrictions. The process is slow to receive the funds. The application goes directly to the IRS, and it is funded by the U.S. Treasury. It is based on payroll of the organization but cannot be based on qualified wages. The fee structure is 7% contingency fee on the funds received from the application. All necessary paperwork and closeout binder, digital Excel calculations and PDF files submitted will be provided to the school. Any questions through post-closing will be fielded by Mr. Briggs. The school receives the funds and then disperses the 7% fee to Mr. Briggs. Per Mr. Briggs, there should be no possibility that the funds will be required to be repaid. His company has submitted on behalf of one other charter school in Florida as well as assisted living and service industry. Motion made, second, all in favor to approve Mr. Briggs moving forward with the ERTC application, contingent upon Mr. MacLeod receiving confirmation from the accountant.

PUBLIC COMMENT

No comments were fielded.

NEW BUSINESS

- X. Future directions for Galileo School. Dr. Gill asked how the Board can support the school in a united way and asked for a discussion of where should we be looking for the future. The Board will continue these discussions after strategic planning.

Future Meeting Dates

FEBRUARY 15, 2022, 5:30

- Schedule Curriculum Committee meeting for spring
- 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 CSP grant

MARCH 22, 2022, 5:30

- 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.

APRIL 19, 2022, 5:30

- 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
- Budget discussions for next year
- Board discusses Principal contract at a board meeting before discussing it with the Principal.

MAY 31, 2022, 5:30

- 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

XI. Adjournment

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

Dated: January 13, 2022

Debbie Hahs-Vaughn, Secretary