

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 22, 2020 at UCF, Orlando, FL.

Board members present:

- ✓ Michele Gill, Chair
- ✓ Javier Rivera, Vice Chair
- ✓ Debbie Hahs-Vaughn, Secretary
- ✓ Caleb Edwards, Member
- ✓ Rich Margadonna, Member
- ✓ Joe MacLaren, Member
- ✓ Kevin Miller, Member

Guests present:

- ✓

Board members absent:

- ✓ Jason Brodeur, Member
- ✓ Treva Marshall, Member

With the approval of the directors present, Michele Gill acted as Chair of the meeting, and Debbie Hahs-Vaughn recorded the minutes.

Review of the minutes of the meeting of board of directors from November 18, 2019 were tabled.

- I. Informational Items
 - a. Check on board training renewal: Rich Margadonna, Debbie Hahs-Vaughn. This has been completed.
- II. Principal Report (M. Nunez)
 - a. Timing for securing employment agreements for Skyway campus were discussed.
- III. Consent Agenda
 - a. New hires:
 - i. Trent Makousky, Head Custodian
 - ii. Elizabeth Souza, FTE/Testing Coordinator
 - b. Excavation and clearing of new parking lot: \$8,800
 - c. Motion made, second, all approved to approve the consent agenda.
- IV. Committee Reports
 - a. Standing Committee Reports
 - i. Budget and Finance Committee (MacLaren)
 - 1. Financial Statements were reviewed. Fiscal year to date income is \$2,637,491 and expenses are \$2,768,264. The additional expenses are due to purchase of the new property for the daycare and related expenses. Motion made, second, all approved the monthly financials.
 - ii. Curriculum Committee (M. Gill). No update.
 - iii. Development & Grants (T. Marshall). No update.
 - iv. Marketing (C. Edwards). Website metrics were shared. There is increased traffic on the employment and new campus pages, in particular.
 - b. Special Committee Reports
 - i. Facility Committee (K. Miller)
 - 1. Update on second school facility was provided. The timeline is still uncertain at this point. The Board needs to determine how long it would take to get a temporary location if the new campus is not completed on time.
 - ii. Strategic Planning Committee (R. Margadonna). No updates.
- V. PTA/SAC Updates. SAC wants to revitalize the staff lounge plus other wonderful initiatives.

OLD BUSINESS

- VI. None

PUBLIC COMMENT

None

NEW BUSINESS

- VII. HubSpot for CRM/marketing proposal
- a. HubSpot Starter - \$50 per month (does not connect to Classy)
 - b. HubSpot Professional - \$480 per month (40% discount) (syncs with Classy and would enable us to automate text messaging as well) (Both campuses would use this for their respective fundraising campaigns)
 - c. Motion to adopt HubSpot Starter, second, all approved. Caleb Edwards recused himself from voting since he has a business relationship with HubSpot.
- VIII. School naming: Proposal to name first campus: Galileo School at Riverbend or Cameron. Tabled.
- IX. Review and approval of SCPS charter contract for Skyway campus. Motion made, second, all approved to approve the charter contract contingent on review by legal consultant.
- X. Jason Brodeur eligible for Board re-appointment. Motion made, second, all approved to re-appoint Mr. Brodeur to the Board.
- XI. Set meeting dates for February-May. Dr. Gill will send out a doodle poll for dates.
- XII. Upcoming Meetings

FEBRUARY

- ✓ Review of quarterly budget
- ✓ Put Principal Evaluation (Marzano) in Qualtrics and create additional survey for the Board re: CEO
 - duties and mission/vision
- ✓ General Town Hall for stakeholders
- ✓ Javier Rivera and Jason Brodeur eligible for Board re-appointment

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

XIII. Adjournment

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

Dated: January 22, 2020

Debbie Hahs-Vaughn, Secretary