

**The Maggie L. Walker  
Governor's School for Government & International Studies  
Regional Board Meeting**

**Attendance**

**June 19, 2008**

**9:00 a.m.**

**Superintendents**

**Present:**

Janet Crawley, Charles City County  
Marcus J. Newsome, Chesterfield County  
Linda Underwood, Goochland County  
Stewart Roberson, Hanover County  
Pat Kinlaw, Henrico County (Representing  
Fred Morton)  
Richard Layman, King and Queen  
J. Roy Geiger, New Kent County  
James Victory, Petersburg City  
R. Francis Moore, Prince George County  
Deborah Jewell-Sherman, Richmond City

**Absent:**

Margaret Meara, Powhatan County

**Others Present:**

N. Douglas Hunt, Director  
Joyce H. Charity, Clerk  
Barbara Marshall, Deputy Clerk

**Board Members**

**Present:**

Barbara Crawley, Charles City County  
Dianne Pettitt, Chesterfield County  
Ivan Mattox, Goochland County  
John Axselle, Hanover County  
Lisa Marshall, Henrico County  
Gwynn Litchfield, King and Queen County  
Teresa Lindsay, New Kent County  
Kenneth Pritchett, Petersburg City  
Valarie Ayers, Powhatan County  
Lisa Dawson, Richmond City

**Absent:**

Robert Cox, Prince George County

**Minutes**  
**The Maggie L. Walker Governor's School for Government & International Studies**  
**Regional Board Meeting**

**Thursday, June 19, 2008**

**9:00 a.m.**

I. Call to Order

Ivan Mattox, Chairman of the Board, called the meeting to order.

II. Introductions and Recognition

Each Board member introduced him or herself and stated their locality.

The outgoing PTSA president, Debbie Sawyer, introduced Belle Bronner, the new PTSA president for the 2008/09 school year.

III. Approval of Agenda

Item g. under VII. (Action Agenda Items) was moved up to item a, subsequently changing all the remaining action items alphabetical listing. On motion by Dianne Pettit, seconded by Valarie Ayers, the agenda was approved as amended. Motion carried.

IV. Approval of Minutes

On motion by John Axelle, seconded by Barbara Crawley, the minutes of the May 15, 2008 meeting were approved as presented. Motion carried with one abstention (Teresa Lindsay).

V. Public Comments

Bret Wesson and Glenn Mcdearmon, Representative of Siemens

*“Good morning: I apologize. At 7:30 this morning, I received a phone call that I would be presenting today. This morning Siemens Building Technology is here on behalf of Siemens Worldwide to present an award for teacher advanced placement for math and science. Siemens employs over 400,000 people worldwide. We have 56,000 personnel here in the United States. We are truly honored to be here to present Mr. John Barnes with Siemens Award for advanced placement. Mr. Barnes would you step up here with us. On behalf of the award, I would like to present Mr. Barnes with this plaque and hopefully he has previously received a \$1,000 grant from Siemens on behalf of his work in the studies of advanced placement for math and science. Education has always been a priority at Siemens, especially in the areas of math, science, and technology. We firmly believe that the teachers are instrumental in student achievement over time and we are committed to cutting edge innovations and high paying jobs by developing more than 30 inventions every business day and working in close cooperation with our customers – transform them into new products, systems and solutions for the world. Siemens Awards Advanced Placement are designed to promote excellence in math, science, and technology and we are in our 10<sup>th</sup> year with this program administering partnerships with the college board and we celebrate high school students who excel in advanced placement science and math courses, as well as teachers and schools who are leading the state in participation and performance in AP science and math. Teachers who are recognized will receive a \$1,000 grant and students receive a \$2,500 scholarship. There are more than 15,000 high schools who offer AP courses in math and science, but each year the College Board only identifies one teacher in every state. So, if my*

*math is correct . . . unfortunately I didn't have to do this this morning, fewer than .003 of a percent of teachers at schools who offer AP courses were selected for the Siemens Award. So you truly are unique in your field. And, this truly is an astonishing achievement. So please join me once again in congratulating Mr. Barnes for his accomplishment.*

Enoch Pou, Jr., President, Representative of ClaireView Enterprises, LLC

*"Mr. Mattox, Mr. Hunt, and members of the Board, I appreciate this opportunity to come before you. I represent Lombardy Place and ClaireView Enterprises, LLC, the entity that purchased and is hoping to develop the parcel across the street. As you may or may not know, it is currently zoned M1 Light Industrial and allows those steel fabrication buildings to sit across the street. What we are proposing to do is have 25 buildings on the site with ample parking. Each building will have one garage allocated to one house and one parking space allocated to the other house. There will also be twelve independent parking spaces on the interior of the site. What we are taking great care to do is to exceed the ratio of parking that is required by the City of Richmond. We don't want to be an imposition on the community and most definitely not on Maggie Walker High School. Mr. Hunt shared with me the parking issues that he has with the car lot across the street and we want to be a good neighbor. What we are proposing to do is have West Moore Street become a two way street strictly to our second entrance. And I don't know if you brought the information package that was sent in your Board packet. If not, I have more. We already have inspections with the City of Richmond Traffic Engineering Department and they are comfortable – actually I have written a letter supporting West Moore Street becoming a two way simply to the second entrance of this particular site. Bowe Street will remain a one way street. So therefore, members of this community could not go to Bowe Street and come out onto Leigh Street. We are also asking for a turn lane to be placed in the existing, for a lack of a better term, non turn lane on Lombardy coming from the direction of I-95 so that homeowners can turn left onto West Moore Street to get into the site. What we have here is a streetscape of the buildings that will face Lombardy Street. So when Mr. Hunt in his final year come and looks out of the window, this is what he will see. Each building that will be built will have a brick façade and this represents different colored brick. The remainder of a particular building will be of a cement type of material. We are proposing to build 42-two bedroom, two bath homes, five one bedroom, one bath homes, and five three bedrooms, two and half bathrooms. So there will be a mixture of one, two, and three bedroom homes in this particular complex. We are here for an endorsement and letter of support because in order to do this, we have to apply to the City for a special use permit and it is very helpful to have the endorsement of the community when you submit your application. Any questions?"*

*Mrs. Dawson – I don't even know how much you can control this but do you have any sense who is ultimately going to buy these homes or are they in fact going to be used for college students?*

*Pou – No ma'am - we can not say they won't be used for college students but it is not legal for us to mandate who and who cannot purchase these. We are targeting first time home buyers – it is our goal to make these homes affordable with an average priced home of \$200,000, which is virtually unheard of in the Carver area. But that's the market we are targeting.*

*Mrs. Dawson – Actually, until it happens, as soon as you have many more people actually living in these houses than are suppose to be and they each have a car or when these houses are brought and rented to students, you often have a much higher occupancy than they are supposed to have and therefore you have a lot more cars.*

*Pou – That is something that we have absolutely no control over. It is just as simple as in the county or in Jackson Ward or any other part of the city. Again, that is something we cannot control.*

Geiger – *A couple of things - first in comment to that – I have had a home for years in Williamsburg that rents to college students. Now in the last year, I am looking to moving on to other things and evacuate at some point in time. But it is up to the city of Williamsburg to enforce that issue. And, I know as a homeowner, I have had to go in from time to time and find that there are more people in there and then out they go. He can't control that any more than I can. So, that, too me, is a non issue because that is a city code responsibility. But, I like the architectural because that is keeping with the early turn of the century, last century, when this was done. You are looking at I guess all the things across the street would go and this would go up. Is that basically what you are saying? The shops would go and these homes would go in.*

Pou – *Correct. With regard to the architecture, we actually had a small competition to select the firm to design these homes. So that they would integrate with the community and not stand out like a sore thumb. We have taken a great deal of care and design. Again, we want to be a part of the community as opposed to an unfriendly, unwanted neighbor.*

Mr. Hunt – *Mr. Pou, I am not sure you explained about the composition of one building.*

Mr. Pou – *Yes, they are three story buildings, which again the height will not exceed the existing buildings. Because the older homes have 9 and 10 foot ceilings in some cases, and we have designed our roof line in order to have a somewhat of a flat roof to not exceed that height and again to match what is here. There is a seven foot slope from this pointer to that pointer of the site. So, again, it will look very much like it's in the community. What you see here is the entrance to the up stairs unit. So, you would go into this unit, up a flight of stairs, and your living room and kitchen would be at the rear of the second level and your bedrooms would be on the third level. Here is the entrance to the down stairs unit where you will have your living kitchen area/common area on the first floor and your bedrooms on the second level at the front. So, it is somewhat of a duplex-type situation, but quite unique. I have other renderings here that show patios and balconies for each home. So everyone has an access to the outside. There will be green space in between the properties and a very comfortable look. Again here on the site, one thing we took great care of is to have an interior green space and because of our storm water management plans, we may have to place a water feature in here. But we wanted to make sure it did not look like an asphalt jungle. We did not want it to look like an institution, so once again we took great care with spacing the buildings, green space in between, wrought iron fencing at the front of each and a green space at the interior court yard to have a warm, homey feel.*

Mr. Hunt – *a question that came up when I was discussing it with my administrators was that it is kind of a slow market now. Suppose these are built and they don't sell? Is there an avenue there to rent them as oppose to sell them?*

Mr. Pou – *No sir. Our intention is to phase the project so that we don't have that issue.*

Mrs. Lindsay – *I don't think that is going to be a problem with people selling in the City with fuel prices.*

Mr. Axelle – *Also they are a reasonable price. \$200, 000 is a steal.*

Mrs. Lindsay – *There are two parking spaces per building.*

Mr. Pou – *Yes, one in the garage and one open space.*

Mr. Axelle – *If I may help the Board members – I guess from our standpoint - I guess mainly what we would be concerned about would be the traffic issue. Other than that, it would not affect us.*

*Mrs. Lawson – And street parking. And a number of kids here drive and park on the streets and that creates some friction already. And if there were actually a lot more cars connected to that site, than there are spaces, they would park on the street to.*

*Mr. Hunt – I would make the comment that the houses across the street that back up to the Kroger – I don't know about you 'guys' but I don't even know that people are there. And they all are occupied – all the parking is behind it, there is limited people coming and going – you really don't even notice it. Danny and Courtney from a student stand point, have you all noticed those people there and have they caused any conflict?*

*Courtney (student) – you only see them if you are driving pass Kroger or unless you are coming down the street.*

*Danny (student) – I think most students park over on the other side of the building behind the school.*

*Mrs. Lindsay – Do we have any place else or ability of expanding our parking?*

*Mr. Hunt – No , not unless we go up. One of the concerns I had is our student parking lot empties right onto Lombardy, just off of Moore Street and Moore Street is going to be the main turn in. I don't think that is going to be a problem on most occasions because we will be out of here before the traffic really begins to build up. But there could be special events and things that happen, night time events could possible cause problems. Anyone who has been here knows that getting out of the parking at certain times of the day is almost impossible. You are totally at the mercy of those on Lombardy to stop and let you out. But, personally, I don't see this as being a major impact, I may be wrong. It will go all the way over to the alley way, the little car place will remain there and houses next to it will remain there. So this is just that property from the alley way to Moore Street. There will be no entrance off of Lombardy, right.*

*Mr. Pou – Correct.*

*Valarie Ayers – Let's go back to parking for one second. So each unit, because they are duplexes, has only one parking space? Is that correct?*

*Mr. Pou – Yes ma'am.*

*Mrs. Dawson – Which is all I think the code requires.*

*Mr. Hunt – There is a bit of question that I shared. You know multiple cars in the same household could be looking for other places to park. They could want to come over in this direction to our lot.*

*Mr. Pou – Please keep in mind that we do have additional spaces on the interior of the site.*

*Mrs. Lawson – But aren't those all assigned?*

*Mr. Pou – No ma'am.*

*Chairman – You said 12 spaces.*

*Mr. Pou – Correct.*

*Thank you Mr. Pou. ”*

## VI. Director's Report

Mr. Hunt reported that the GS had an excellent ending of the school year. He stated he appreciated those who were able to attend the graduation as it was absolutely a fine graduation. The Governor, as the speaker, was excellent. He was very personable and "down to earth." The GS had many other senior activities and all went quite well including the PTSA sponsoring the Baccalaureate service at Moore Street Baptist Church in the community and that went quite well also. Mr. Hunt further stated how Mrs. Patricia Taylor, Coordinator of Curriculum, has worked very hard to develop a course for counselors through William and Mary. She was afforded the opportunity to share some of the highlights as well as encourage Board members to share this information in their districts. In addition, he also asked Mrs. Taylor to share information about the GS in-service planned for the teachers in August.

Mrs. Taylor stated the school's improvement plan, which grew out of the school's evaluation that recommended the faculty reflect on assessment practices and current research. GS has worked with the Center for Gifted Education at the College of William and Mary to design professional development for teachers built around assessment of gifted students. Joyce VanTassel-Baska, who is one of the leaders nationally and internationally in gifted education, will work with GS teachers the entire day on August 21 on "assessment for learning." Bruce Bracken, another national leader in gifted education and assessment, will work with the faculty on Friday of that week on "assessment of Learning." He will work with social studies, English, and the fine arts teachers in a one half-day session and the other half-day session with math, science, and technology teachers. That schedule provides the other half-day for each department to work on curriculum and discuss applications of assessment strategies. Foreign Language teachers will be with Fay Rollins-Carter on this day to continue their on-going work on curriculum, instruction, and assessment.

For February, we discussed teachers piloting some of the techniques discussed in August during first semester and using the February days to review within departments the first semester exams and other assessments. On August 21 and 22, the guidance counselors will be working with Carol Tiesco, also a professor in the Center for Gifted Education at William and Mary. What started as a two day professional development session has grown into a course for guidance counselors in gifted education. The graduate course, Social and Emotional Development and Guidance of the Gifted Learner, is being offered through the College of William and Mary. When the course is taught on the William and Mary campus, both teachers and counselors are allowed to enroll. This course is customized to focus on the role of guidance counseling specifically and will be offered in an alternate delivery format – with a combination of the face-to-face sessions in August and October taught at the GS and online instruction to end in mid-December.

Since the GS is serving as the fiscal agent for the "contract course", guidance counselors have the opportunity to enroll with the tuition reduced by 25%, from \$900 to \$675 – plus lunches for the August days. Once the GS signed the contract with William and Mary for the course, the registration information was e-mailed to the Planning Committee and school division staff development contacts. For the class to run, a minimum of 15 counselors need to be registered. The GS must send William and Mary the registration forms and the full tuition prior to the first class. At this point in time there is no add-on endorsement through the Virginia Department of Education available for guidance counselors who did not teach prior to entering counseling. If the course runs fall semester, Donna Poland (Gifted Specialist at the Dept. of Education) will create a proposal for a new add-on endorsement in gifted education for counselors. The GS hopes district counselors will join the four GS counselors for this learning opportunity.

Mr. Tharp, Coordinator of Administration, commented on the tax issue. He stated that there is two pieces of information the GS has to supply to the City. Part of it is the paragraph that says the GS is tax exempt and need help with submitting a certified financial statement for the current and prior year indicating distributional funds. The GS will work with Rob Churchman, the Auditor for the GS, to see what the City is requiring and will try to get this tax issue resolved before July 1. The City is assessing the GS \$64,000 for the building and the field. Mr. Tharp stated he was concerned about the financial part and Mrs. Dawson stated that she would see what she could do to help.

## VII. Action Agenda Items

### a. Memo of Understanding to Richmond City for Purchasing Procedures.

Mr. Hunt informed the Board that at their seat was a proposed Memo of Understanding to the Finance Department/Department of Purchase thru Richmond Public Schools Board (RPS) as there were questions that arose from the audit about the GS conducting their own purchasing even though the GS follows City guidelines completely. It was noted that it is quicker for the GS to conduct its own purchasing. The GS was informed they would be allowed to continue their own purchasing/procurement following city procedures, if the regional Board gave the GS permission to do so and the proposed letter is to that effect. According to Richmond's Board representative on the regional board, this is not the case. If the City does not handle the GS purchasing/procurement, then the GS has to obtain a new fiscal agent. Mr. Hunt stated he understands this takes at least a year to do. Currently, the GS is in a dilemma as there are things that need to be ordered immediately for the next school year and there is concern about the GS getting these items in a timely fashion. Mrs. Dawson stated that RPS received an audit and indicated that there were some changes that needed to be made in Richmond City's procurement practices. Those changes have been made and include making changes in policies and procedures, none of which are enormously significant but have to be followed. The issue is can Richmond get the things for the GS as quickly as they are needed. It is not going to work for the GS to do its own purchasing and RPS be ultimately responsible. The GS Business Manager, Karen Hoover, stated that the purpose of the Memo of Understanding was to indicate that the GS Regional Board would take the responsibility and the GS would follow all of the policies and procedures as outlined in RPS policies and procedures. The GS would obtain the quotes and provide the documentation. As an example: the GS had a \$7,000 order that it was working on. The intent was to have the GS Department Chair review the order, work with Barnes and Noble, get the ISBNs in order, and then the order would be sent to the Business Manager. (Inadvertently, the books were shipped to the GS and sent back later.) The order was placed in the system and sent to RPS. RPS shopped it out and Borders price quote was \$300 less than Barnes and Noble. RPS cancelled Barnes and Noble's order, sent the order to Borders, and two weeks later the GS received information that Borders could not provide the books as they had different versions and editions. The GS is asking to be given the responsibility, as the purchasing agent, to provide all the information and documentation to purchasing. Currently, the books are being received from Borders and they are not exactly what the GS wants. Also, the GS Technology department is experiencing some problems as RPS is unfamiliar with the schools plans and needs. The GS wants to be given the opportunity to follow the guidelines and provide all the information to RPS. Also, there are two orders (technology) in RPS that has not been approved and they need to be processed. Mrs. Lawson concurred there is a problem and the solution discussed is not a viable one. What is needed is a closely integrated RPS purchasing and GS purchasing to make it work better. Mrs. Dawson stated that RPS

Interim Director has stated that RPS, as the fiscal agent, can't accept liability for the bottom line. Dr. Jewel-Sherman stated that the Interim Director's concern is that the City's Auditor will have concerns about GS making its own purchases. She suggested in lieu of signing documentation, that a meeting be arranged with the internal auditor, a representative from procurement, and members of the GS staff to "iron out" problems so everyone understands that if exemptions are given, what those exemptions mean and they won't resurface at a later date to cause problems.

The Business Manager questioned what kind of documentation could be provided for the two unprocessed orders in RPS. Dr. Jewel-Sherman suggested that question be directed to the internal auditor. She will contact the internal auditor and inform him that someone from his staff needs to meet with the GS expeditiously to answer questions. Dr. Geiger stated that the relationship with RPS has been pivotal and should be protected as much as possible and concurred with Dr. Jewel-Sherman. If new rules are going to be applied to the GS, which is not independent-but close to that and the flexibility can't be found that is needed to continue to get things for a quality program, then as a last resort the Board needs to consider other options. There may be other divisions that would be willing to provide a "little bit" more flexibility so that things can move. If the rules are going to change, and there may be compelling reasons why they need to change within the context of Richmond City, then do what needs to be done. In the past, the GS audits always come back pristine – so this is not a problem the GS has had. However, if the GS gets caught up in a web of something and can't extract themselves and it get to the point that the GS can't do what it is suppose to do for the kids, then at that point decisions have to be made. If the GS finds itself in a situation that hurts getting what it needs, then he felt the Board has the authority to move in a different direction. The Chairman stated the Board needs to ask Dr. Jewel-Sherman for her assistance in contacting those involved and get a meeting scheduled as soon as possible to find out what the GS options are and also, in the interim, if it looks like things are not going to work for the GS best interest, than start looking at other options as to how it can be done in the most expeditious way possible.

Mrs. Taylor added that instructionally, that the impact this books situation has is as follows: The GS may be ordering copies of novels to complete set of 190 as the GS population has grown. A teacher may have a classroom with three different editions of the same book. On motion by Lisa Dawson, seconded by John Axelle, the Regional Board approved the Memo of Understanding to bring some clarity to the role that Richmond Public Schools Department of Finance – Purchasing Department plays in the acquisition of goods and/or services as it relates to the GS. Motion carried.

b. Addition of Technology Integrators

On motion by Dianne Pettitt, seconded by Barbara Crawley, the Board approved the addition of eight Technology Integrators for the GS. Motion carried.

c. Textbook Adoption Recommendations

On motion by Lisa Marshall, seconded by Kenneth Pritchett, the Board approved the textbook adoptions in Social Studies, International Language, Science, Mathematics, Fine Arts, and Technology for the GS. Motion carried.

d. Cancellation of the July 17, 2008 Meeting



On motion by Lisa Dawson, seconded by John Axelle, the Board approved the cancellation of the July 17, 2008 scheduled meeting. Motion carried.

e. Bid Info – Custodial Service

On motion by Valarie Ayers, seconded by Barbara Crawley, the Board awarded the custodial service contract to GCA Services for a sum of \$112,920. Motion carried.

f. Personnel Action

On motion by Barbara Crawley, seconded by Dianne Pettitt, the Board approved the personnel actions listed in the informational packet. Motion carried.

g. RFP Admissions Review

On motion by John Axelle, seconded by Lisa Dawson, the board approved the individuals from the University of Virginia's Research Center for the Talented and Gifted to be used to evaluate the GS admissions' policy and process based on the \$50,000 in the budget and the balance to be figured out at later date. Motion carried.

h. Letter of support to CVE

On motion by Gwen Litchfield, seconded by Barbara Crawley, the Board approved writing a letter of support to ClaireView Enterprises, LLC for the development of the surroundings of the GS. Motion carried. One Opposed: Dianne Pettitt

VIII. Materials for Board Review

Invitation for Bid – Replacement of Brick Shelf Angles

The Board was asked to review the bid information for the replacement of brick shelf angles and be prepared to vote at the next meeting. On motion by John Axelle,

seconded by Valarie Ayers, the Board moved to suspend the rules and to make this item an action item since the Board would not be meeting in July. Motion carried.

On motion by Valarie Ayers, seconded by Barbara Crawley, that the Board make this item an action item and to accept the lowest bid not to exceed \$30,000. Motion carried.

At this time, Debra Jewell-Sherman was recognized as being a faithful supporter of the GS and Richmond City is very important to the GS. Dr. Jewell-Sherman served as the GS Lead Superintendent for two years and has served in many other ways always willing to share her human and physical resources. The GS is very much indebted to her and wish her the very best. Dr. Jewell-Sherman stated it has been an honor and a privilege to serve on the GS Board. The works that the GS do is mighty and worthy and look forward to staying in touch with the GS and hearing about all of the great things happening.

X. Superintendents' Steering Committee

John Axelle reported the Superintendents' Steering Committee had a meeting in reference to hiring a new director. They are working on a process and will report in August on their overall review and recommendation.

XI. Closed Meeting

None

XII. Certification of Closed Meeting

None

XIII. Announcement

There being no further business to discuss, the meeting adjourned.

XIV. Next Meeting: August 21, 2008 at 4 p.m.  
MLWGS Board, 2<sup>nd</sup> Floor



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Ivan Mattox, Chairman



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N. Douglas Hunt, Director