

## MINUTES

The Maggie L. Walker Governor's School for Government & International Studies  
Regional School Board Meeting  
1000 N. Lombardy Street, Richmond, VA

Thursday, April 21, 2016

9:05 a.m.

### I. Call to Order

John Axselle, Chairman of the Maggie L. Walker Governor's School Regional Board, called the meeting to order.

### II. Moment of Silence

The Chairman called for a moment of silence.

### III. Pledge of Allegiance

The pledge of allegiance was recited.

### IV. Introductions

Each Board member introduced him or herself and stated their locality (listed in alphabetical order by locality).

#### **Present:**

Dr. Javaid Siddiqi, **School Board**, Chesterfield County Public Schools  
Mr. John Axselle, **School Board**, Hanover County Public Schools  
Mrs. Michelle 'Micky' Ogburn, **School Board**, Henrico County Public Schools  
Ms. Celestine Gaines, **School Board**, King & Queen Public Schools  
Mrs. Sarah Grier Barber, **School Board**, New Kent Public Schools  
Mr. Kenneth Pritchett, **School Board**, Petersburg Public Schools  
Mrs. Valarie Ayers, **School Board**, Powhatan County Public Schools  
Ms. Kimberly Gray, **School Board**, Richmond Public Schools  
Dr. David Gaston, **Superintendent**, Charles City Public Schools (late arrival)  
Dr. Marcus Newsome, **Superintendent**, Chesterfield County Public Schools  
Dr. James Lane, **Superintendent**, Goochland County Public Schools  
Dr. Michael Gill, **Superintendent**, Hanover County Public Schools  
Dr. Pat Kinlaw, **Superintendent**, Henrico County Public Schools  
Dr. Sheila Bailey for Dr. Melody Hackney, **Superintendent**, Hopewell Public Schools  
Dr. Carol Carter, **Superintendent**, King & Queen Public Schools  
Dr. David Myers, **Superintendent**, New Kent Public Schools  
Dr. Eric Jones, **Superintendent**, Powhatan County Public Schools  
Dr. Dana Bedden, **Superintendent**, Richmond Public Schools  
Mrs. Renee Williams, **Superintendent**, Prince George Public Schools  
Dr. Jeff McGee, **Director**, Maggie L. Walker Governor's School  
Mrs. Barbara Marshall, **Clerk**, Maggie L. Walker Governor's School

Mrs. Megan Perez, **Deputy Clerk**, Maggie L. Walker Governor's School

**Absent:**

Ms. Martha Harris, **School Board**, Charles City Public Schools  
Mr. John Wright, **School Board**, Goochland County Public Schools  
Dr. Deborah Marks, **School Board**, Hopewell Public Schools  
Mr. Reeve Ashcraft, **School Board**, Prince George Public Schools  
Dr. Linda Shifflette, **Interim Superintendent**, Petersburg Public Schools

**Also present:**

Dr. Wendy Ellis and Phil Tharp – MLWGS Administration  
Wendy DeGroat and Deborah Snagg – MLWGS Staff  
Burt Hazelwood, Suzannah Stora and Marianne Macon (late arrival) – GS Foundation  
Peggy Feldmann – PTSA President  
Penny Moss and Sydney Bland – Parents

**V. Approval of Agenda**

On motion by Valarie Ayers, seconded by Kimberly Gray, the agenda for this meeting was unanimously approved.

**VI. Approval of Minutes**

On motion by Javaid Siddiqi, seconded by Kimberly Gray, minutes for the regular meeting and public hearing of March 17, 2016, were unanimously approved.

**VII. Recognitions**

- **Eight students of the Class of 2016 were recognized as National Merit Scholar Finalists:** *James Banta (Henrico), Nathan Berry (Chesterfield), Lydia Cloud (Henrico), Ethan Cruickshank (Hanover), Elizabeth Hayes (Henrico), Kelly Martin (Hanover), Reshini Premaratne (Henrico) and Derrick Wang (Chesterfield).*
- **Winter athletic teams were recognized for their various VHSL State level achievements:** Repeating Regional and State Diving Champion *Allie Bekenstein ('18-Henrico)*. Girls Swim Team wins 1<sup>st</sup> Place at Regionals and State. Boys Swim Team wins their third consecutive 2<sup>nd</sup> Place at Regionals and State. *Joe Paul ('18-Prince George)* was the first Dragon to ever take Gold in the State Wrestling Championship in his weight division. Girls and Boys Indoor Track both earn Gold for the third consecutive year at the State Championship. Teams were coached by Deanna Gulick, Don Blanton, Deborah Snagg, Ryan Webb, and Jim Holdren.
- *Emma Call ('16-Richmond)* selected for the **Lexus Pursuit of Perfection Award** weekly nominee on March 7, 2016.

- **Debate** team wins **Catholic Forensics League State Championship** and **VHSL Regionals**. Team members include *Andrew Bui ('17-Henrico)*, *Omar Karim (17-Henrico)*, *Sreekar Kandlakunta ('16-Henrico)*, *George Moss ('16-Henrico)*, *Ryan Lucia ('16-Hanover)*, *John Li ('16-Henrico)*, *Erin Buckley ('19-Chesterfield)*. The Debate team is sponsored by Dan Brown.
- *Naomi Vickers ('17-Richmond)* wins **State Forensics Championship in Oral Interpretation**. Other team members include: *Michael Benos ('16-Chesterfield)*, *Lawrence Jia ('19-Chesterfield)*, *Ananya Suram ('18-Henrico)*, *Emily Ma ('18-Henrico)* and *Genna Markee ('17-Chesterfield)*. Forensics is sponsored by Robinette Cross.
- Seventy-one students earn awards at the **2015-2016 Southeast Region Scholastic Art Awards** with 18 Gold Keys and 2 Gold Key Portfolios, 20 Silver Keys and 3 Silver Key Portfolios, and 33 Honorable Mentions and 5 Honorable Mention Portfolios. *Emma Bilski ('16-Chesterfield)* earned **national recognition with a Gold Medal** in the category of architecture for her set design of 'The Crucible' and will attend a ceremony at Carnegie Hall in New York City on June 2, 2016. Students are taught by Jeff Hall, Kori Mosley, and Georgianne Stinnett.

Dr. McGee noted that MLWGS prides itself on its comprehensive opportunities that are both broad and deep so students can pursue their affinities as they are gifted in so many different areas, and congratulated these students on their achievements.

- Senior *Camille Yoke (Chesterfield)* wins **1<sup>st</sup> Place Award at the Metro Richmond STEM Fair** for her research on antipodal focusing of asteroid impacts, which also won her four special awards from the US Air Force, US Navy, the Richmond Astronomical Society and the John B. Fenn Fund. This is new research having never been conducted before. Camille subsequently won the **Governor's Award and First Place Grand Prize at the Virginia State Science and Engineering Fair**. Ms. Yoke advances to the **Intel ISEF** where she will showcase her research and compete for prizes in Phoenix, Arizona in May.

## VIII. Public Comments

The Public Information Period shall not exceed thirty (30) minutes. Each speaker will be allotted three (3) minutes to make his/her comments. Individuals representing groups will be allotted five (5) minutes.

*The following remarks are not recorded verbatim:*

Burt Hazelwood, GS Foundation Chairman, addressed the Board and spoke to several items. First, he addressed the matter of new Board members/officers for 2016-2017. Mr. Hazelwood stated the Foundation is nominating a great group of people [*see packet for names and biographies*] and their nominations are based largely on energy provided to the school in the form of service (*volunteer efforts*) or funding. The GS Foundation Board has tried to correlate its membership with the student population and gender, geographic district, and ethnicity. On the affinity side, in the last three years the Board has gone from 60% alumni parents, a few

alumni, and the rest comprised of current parents; to this next year current parents comprising 56% and alumni parents 26%. Current parents are very involved.

Mr. Hazelwood said the Foundation still makes significant efforts trying to involve members from our smaller districts, but it is harder to fill spots due to the travel required. But the Foundation still has approximately 4% of the Board from outside the big '4.' [School Districts]

This is Mr. Hazelwood's last year on the GS Foundation Board after serving for five years, (1) year as Vice-Chair and (3) years as Chair, but it is time to allow others to lead as he is moving on to volunteer on the Executive Committee Non-Profit supporting the University of Virginia. Bill Benos, a current MLWGS parent, will become Chair. Mr. Benos has been very active in this community as a Booster Chair and Secretary of the GS Foundation.

Mr. Hazelwood introduced Ms. Suzannah Stora, recently hired as the new Executive Director. Ms. Stora has a Master's degree in Higher Education and College Administration, and (15) years non-profit experience, some of those years with the John F. Kennedy Performing Arts Center. Ms. Stora has done a lot of grant development work.

Continuing, with his remarks, Mr. Hazelwood stated over the last (5) years the GS Foundation has approved school requested enhancement grants over \$570,000. Next year the Foundation is anticipating providing for requests between \$175,000-200,000. The foundation provides key funding for most of the school's discretionary expenses; student aid, teacher professional development, class enhancements, field trips, and technology.

The GS Foundation also works very closely with the PTSA and the Booster groups. At a time when student tuition was dropping, support groups have remained strong and committed to providing funding to support enhancements. Mr. Hazelwood cited tuition rates dropping from \$8,164 in FY09 to \$7,072 in FY13, and now partially restored to \$7,673 for FY17, but this amount is still 6% behind pre-recession levels. However, during that time, in coordination with the PTSA and Boosters, we provided funding for broad support and for the athletic pavilion. This year, as in past years, these groups will provide approximately \$250,000+ or \$335/student, in addition to thousands of volunteer hours. If the Chesterfield County Foundation was giving \$335/student they would be providing about \$19.4 million. This is a significant amount of money. \$250,000 equates to ~4.5% of locality funding or fully funding ~33 students.

In Mr. Hazelwood's final Foundation report to this Board, he stated that due to the significant level of funding provided for this school by these groups (*an annual amount that exceeds total dollars in tuition individually funded by 70% of the districts represented here*), or on this level of fiscal support in addition to the thousands of hours by volunteers these groups provide to the school, he strongly recommend the Regional School Board evaluate this opportunity to expand its membership and add a member from these supporting groups to its Board. He believes they have earned a place at this table.

Thank you and best wishes.

The Chairman thanked Mr. Hazelwood for his years of service with the GS Foundation and all other support groups for their backing of Maggie L. Walker Governor's School.

## IX. Director's Report

### A. Verbal Updates

- **Honor Council Review Committee Update.** A committee has been assembled based upon community input for membership and Regional School Board approval of said committee will be sought later during this meeting.
- **Textbook Adoption Public Comment Announcement** posted April 8, 2016, on the MLWGS website, Facebook, Twitter and Smoke & Scales news.

Members of the Maggie L. Walker Governor's School Community:

We are currently undergoing the textbook adoption process for implementation in 2016-2017 for the following courses: Advanced Placement United States Government and Politics, Advanced Placement Human Geography, Advanced Placement Psychology, and Advanced Placement Biology.

We invite you to provide input on the potential textbooks for one or more of these courses. The public comment period for the textbooks under consideration is open through Thursday, May 19. The textbooks and evaluation forms will be displayed in the MLWGS library during this public comment period.

Please direct any questions that you may have regarding this process to Dr. Wendy Taylor Ellis at [wellis@gsgis.k12.va.us](mailto:wellis@gsgis.k12.va.us).

- **VSBA Showcases for Success** highlighting successful K-12 programs in Virginia's public schools. This year's featured programs highlight successful initiatives related to Workforce Readiness and Career & Technical Education. Maggie L. Walker Governor's School earned recognition for two programs (Senior Seminar and Senior Mentorship).
- **We the People 2016 National Finals.** The 29<sup>th</sup> Annual 'We the People' National Finals will take place April 22-25, 2016 on the campus of the University of Maryland and in hearing rooms on Capitol Hill.
- **New Student (*Incoming 9<sup>th</sup> Graders*) Registration** April 25, 2016 @ 6:30pm.
- **AP Testing May 2 – 13, 2016**

Total Number of Exams to be taken at MLWGS: 1,245

Total Number of MLWGS Students Registered: 481

Average Number of Exams per MLWGS Student: 2.59

- **Mark your Calendar: Graduation for the Class of 2016, Friday, June 17, 2016, at Altria Theater, 3:00pm** (*Kerry Sheppard, Sponsor, was on-hand to provide invitations to the Board*).

- New **MLWGS Commencement Regalia Guidelines**, resulting from an initiative to expand regalia options that are in line with the expanded vision statement adopted as part of the strategic plan.

In alignment with the vision of Maggie L. Walker Governor’s School graduates as “life-long learners who embrace the responsibility of citizenship, the value of ethical leadership, and the richness of diverse cultures,” and to highlight successes they’ve achieved as members of enduring MLWGS organizations, the following guidelines apply to wearing regalia at commencement:

- The wearing of cords, stoles, or other adornments at MLWGS graduation applies to cords for recognized MLWGS honor societies, and approved regalia reflecting significant school-related leadership, service, or competitive achievement in enduring MLWGS organizations.
- A description of the regalia will be included in the Commencement program.
- Graduates may wear one additional regalis which they’ve earned as a member of an enduring MLWGS organization.
- A Google doc will be created that lists each graduate and includes columns for each eligible piece of regalia.
- No later than the final Friday in May each year, pertinent sponsors are reminded to:
  - a. Access the Google doc and indicate for each student in their organization what they are eligible to wear.
  - b. Provide regalia and a list of students wearing their regalia to the Graduation Coordinator. (*No regalia should be given to students by the sponsor.*)
    - i. Because students may be eligible to wear multiple pieces of additional regalia, sponsors of approved enduring organizations should coordinate to determine which one additional piece of regalia will be worn.
  - c. Collect relevant fees (if any) for regalia.
  - d. Verify that community service has been completed (for honor societies/organizations that require CS).
  - e. Vet honor society members for junior/senior honor violations.
- All regalia will be distributed to students at the end of graduation rehearsal by the Graduation Coordinator. (*No cords will be distributed before that day.*)

**Honor Cords:** Graduates inducted into multiple honor societies may wear the cord for each.

Gold Cord

*National Honor Society*

Rainbow Cord	<i>National Art Honor Society</i>
Royal Blue and Gold Cord	<i>National English Honor Society</i>
Light Blue and Gold Cord	<i>Mu Alpha Theta (Mathematics Honor Society)</i>
Green, Yellow, and Purple Cord	<i>Science National Honor Society</i>
Crimson Cord	<i>Thomas Jefferson History Honor Society</i>
Pink Cord	<i>Tri-M Music Honor Society</i>
Red, White, and Blue Cord	<i>American Sign Language Honor Society</i>
Purple with Gold Cord	<i>Chinese Honor Society</i>
Blue, White, and Red Cord	<i>French Honor Society</i>
Black, Red, and Gold Cord	<i>German Honor Society</i>
Green, White, and Red Cord	<i>Italian Honor Society</i>
Red and White Cord	<i>Japanese Honor Society</i>
Purple Cord	<i>Latin Honor Society</i>
White, Light Blue, and Red Cord	<i>National High School Slavic Honor Society</i>
Gold and Red Cord	<i>Spanish Honor Society</i>
Gold and Blue Cord	<i>Thespian Honor Society</i>

**Additional Regalia:** Graduates may choose to wear **one** additional regalis which they've earned as a member of an enduring MLWGS organization.

**Medallions/Pins**

Medallion	<i>We the People Top National Finisher</i>
Medallion	<i>VHSL Region or State (athletic/academic) Champion</i>
Medallion	<i>Scholastic Art or Writing National Winner</i>
Medallion	<i>Robotics Competition Award</i>
Metallic Pin	<i>Scholastic Art or Writing Regional Winner</i>

**Stoles**

Kente Cloth	<i>Peer Mentors</i>
[Color] Stole	<i>Senior Class Officer</i>
[Color] Stole	<i>Senior Class SCA Officer</i>

Approved: 8 May 2012  
Amended: 6 April 2016

Dr. McGee concluded stating that the regalia guidelines effort was an opportunity for the entire community to come together around this initiative and we believe we have a wonderful approach that does expand the awarding of regalia to reflect the various affinities our students demonstrate. The community is supportive of regalia expansion outcomes as reflected by the numerous expressions of appreciation received by the Director.

Dr. Dana Bedden left the meeting.

**B. Coming Events**

April 21, 2016, through May 19, 2016 (see page IX.b for details)

C. *The Washington Post ranks MLWGS a top performing school with elite students in America's Most Challenging High Schools*, April 17, 2016.

**X. Unfinished Business**

None

**XI. Action Items**

**a. FY17 Operating Budget**

Dr. McGee began his final review by noting an added Executive Summary and PowerPoint reports that highlights budget priorities as they align to the approved Strategic Plan 2015-20. The Director stated these reports are provided as an example of future budget presentations. He then proceeded to review the Executive Summary: total revenue = \$8,297,429 broken out by local, state and miscellaneous revenue. Miscellaneous revenue is not an item that had previously been layered into the operating budget but is for this presentation. Miscellaneous revenue sources include building rental fees (*from non-profit organizations*), lunch receipts (*from the districts*), and funds for technology (*from the state*) and dual-enrollment fees (*from parents, reflects a \$10 per credit hour reduction from \$30 to \$20*). More detail is included in local revenue showing a tuition increase of \$200 per student, and projected enrollment at 758 representing +12. The state revenue projection is estimated at \$2,386,801 and is \$341,516 more than the current year state revenue, representing a 2.5% appropriation increase bridge while the DOE re-studies the funding formula for Governor's Schools. This amount also includes a \$50 add-on per credit-bearing course taken by students based on the FY16 enrollment. The amount listed is our closest estimate, but will be calculated again based on actual enrollment in courses next year. The Director cited the following example: each student takes 7.71 credits on average based on an 8-period day, but there are also infinite study periods and student ambassador periods for which the student receives no credit. Although Walker has an 8-period day, each student does not take 8 periods...some take 9 if they are taking Econ and Personal Finance, etc. Dr. McGee stated he conferred closely with Mr. Ralph Westbay of Richmond Public Schools, and they believe the estimate presented is a close approximation, but again will have to revisit credits students are actually taking next year based on September enrollments.

Expenditures are built around the strategic plan with goal themes 1-Student Recruitment and Retention, 2-Curriculum and Instruction, 3-Faculty and Support Staff, 4-Facility and 5-Finance highlighted.

80.4 FTE's are supported, 100 curricular/co-/and extracurricular supplements with new supplements of \$5,000 for a legislative liaison, \$1,650 for school recruiting/marketing video and \$251 for freshman class lock-in coordinator. The Director stated," we feel there is a need to continue to monitor what is occurring so as to represent Walker's interest at the General Assembly." Once the new formula is set [*state funding*], perhaps we could expect this stipend to be removed, but in the interim the Director recommends we have a liaison. 2% salary increase for faculty and staff, and 9% appropriation increase to offset anticipated health care costs. New positions for a full-time network manager, part-time school psychologist, and

support for an administrator who will retire December 31, 2016, while hiring a replacement coordinator of administration on July 1, 2016. This budget also includes fifteen extra counseling days, a 5% salary increase for support staff with bachelor's degree and three class overages. The budget supports mandated benefit increases [*VRS and FICA*].

In education materials, this budget supports \$123,230 for textbook adoption and replacement. It also supports 1:1 device pilot of \$50,000 and server replacement of \$41,000. (72) Science laptops will be purchased that were previously leased for \$15,120. And reduced fees for university dual-enrollment from \$30 to \$20 per credit hour.

The athletic budget is increased to offset the elimination of an athletic booster fee of \$45,000. This goal also includes \$10,000 to secure the graduation venue and offset senior class fees.

In the category of facility/capital improvement, \$80,000 has been appropriated for track resurfacing. Also, maintenance contingency has been earmarked for accrual to the fund balance at \$107,387 that includes guaranteed savings from ESCo projects plus an additional appropriation to maintain the fund balance. Lastly, \$55,000 will be spent to improve switches, routers, and tech infrastructure.

From a pie chart, the Director noted that 82% of this budget is dedicated to salary and benefits. Dr. McGee ended by encouraging Board members to review the PowerPoint summary that is built on the Executive Summary, adding, perhaps we will revisit in the fall to make sure this format meets Board expectations in terms of presentation that we will begin to pursue each year.

Dr. Sheila Bailey left the meeting.

The Chair asked if there were questions regarding the operating budget and Ms. Gray responded with the following:

- a. The percentage of the budget relating to administration, particularly regarding a student's prior public comment on this matter, appears in this presentation the FTE's have decreased in that area? Dr. McGee asked Ms. Gray to click on expenditures, noting that the supervisor line item as listed in the prior presentation included the school psychologist and the network manager. Looking at personnel services, #5147, the part-time psychologist has been broken out of that line item. Also, #5156, technical other has increased due to the addition of the network manager. The instructional supervisor line item includes a .5 FTE for Phil Tharp until December 31, 2016. Ms. Gray asked for clarification, "was that comment [*student public comment from last month*] about specific positions, or was it in the aggregate?" Dr. McGee responded in the aggregate, showing a large increase in that supervisor line item that was proportionally by percentage larger than the teacher line item, but again, it was because of the inclusion of the psychologist and network manager, so for clarity they have been broken out.
- b. Will the 1:1 technology initiative be integrated into the curriculum, will it be used during instructional time? Ms. Gray added she's had the perception that technology has not been a huge challenge for the majority of the students here, and while a few may need assistance, the Foundation, and other resources have been made available. Is there some change in how this technology is going to be utilized? Dr. McGee responded yes, with the previous DOE evaluation a few years back, the recommendation was we needed to strengthen our theoretical

and practical philosophy around the integration of technology for deeper learning and modification of instructional practices, etc. Based on that we had an initial step forward of the 1:1 device initiative. We still have a small number of students that do not have a device, and a larger number, about 20% that uses smartphones which can be a challenge, and others that bring laptops from home. We've also since that time made significant advances with our on-line learning management platforms on itsLearning, inventive videos and flip classrooms, etc. So, for students to truly be able to be in concert with the teachers and what we are doing with our teachers, we do ultimately need to get to that point. Jeff Hall, who is our lead technology integration specialist and fine arts department chair, is developing an updated technology plan that takes all of these things into account, so the 1:1 device pilot that is planned for about 200 devices. Once the tech plan is complete we will develop how they will be rolled out. We do not anticipate a September deployment as we need to bring on our new network manager and there are issues with the network that need to be brought up to speed, plus training, etc. We are anticipating sometime around the holidays to be able to deploy these devices and then they will need to be scaled to the full range of students. But currently, we have students that are on various IOS platforms, Mac platforms, Windows platforms, that may or may not align with the teachers. Ms. Gray followed with; "\$50,000 is just for 200 devices? Are we looking to quadruple this line item in next year's budget? How will we pay for this going forward?" Dr. McGee responded yes to Ms. Gray's \$50,000 device question adding it is for a device pilot, noting her others questions were important. He referenced the slide presentation with the last slide talking about 'needs' going forward. There would, if the Board does decide to continue and advance the roll-out, be an additional appropriation. Dr. McGee said that the type of device has not yet been settled upon, but there have been conversations and meetings with personnel from Goochland, Chesterfield, and Henrico, all the divisions that have started a 1:1 to get our hands around what's necessary from an infrastructure perspective as well as the types of devices needed. So how much ultimately that line item would be is still an open question. The Director said, 'we have what he considers a fairly generous appropriation for 200 devices at \$300 each and that is the ceiling for us.' Ms. Gray continued stating she had quizzed a few students from surrounding jurisdictions that have the 1:1, and feedback from several was that their teachers don't know how to use the technology, students surf the internet, and there is a way teachers can see what the students are doing on their devices but they don't know how to do it. So it can be abused instead of used for education... food for thought. How much is it going to continue to cost us going forward if we take this on, and are we taking on more than we can handle given the budget and circumstances?

- c. Ms. Gray questioned the additional 5% compensation for support staff as it is not done in Richmond. While it looks like a small number, are there people in the pipeline who possibly will come forward and we will have to increase their pay and she wonders why we are doing this. Ms. Gray added she doesn't know what other divisions do, but Richmond typically doesn't do this unless it is specifically related to the position and then it is typically on the instructional side. Dr. McGee responded this action was part of the strategic planning process and a specific initiative that came out of that. Currently with teachers that have a Master's degree they get an extra 6%, in other words, it's for a degree that is not required by your position, so teachers need a Bachelor's, but with Master's its 6%, Master's +30 it is 7.5% and Ph.D. is 9% on the base. For administrators it's \$1,200 which is in line with Richmond. So to answer a prior question, there are districts that do this. And there was also a support staff audit that was conducted by Chesterfield who made this recommendation as well. Ms. Gray followed 'is there a defining line? If I'm driving a bus and I get my Bachelor's do I get 5%? How do you differentiate? Dr. McGee said we are not looking at training but at education. So

for support staff that have a Bachelor's degree; for example, our clinic attendant has a Bachelor's degree in psychology, so she is eligible. One of our office professionals has an English degree, our security team leader has a Bachelor's degree, as well as our registrar and technology assistant, and so it is education and not specific training to the job title. For example, I would say that for our office professional, our registrar that has a Bachelor's degree, certainly being conversant and being aware the Bachelor's degree is in education so to be understanding of those things. Another one in English does a lot of writing, reading, communication that is important. Ms. Gray asked, 'but is this in policy that it should somehow enhance their performance? The Director said this was not specific in policy. Dr. Siddiqqi added that 'Ms. Gray asked a great question' and said he didn't think this was done in Chesterfield either. But the larger question to Ms. Gray's point, are you having difficulty recruiting people to these positions, and if so, is this one of the measures or strategies that are being deployed? We don't want to get into the position of nitpicking over \$3,500, but we also want to maintain some equity within our own divisions. Dr. Siddiqqi stated he appreciated Ms. Gray's questions and asked Dr. McGee if he was having issues with people; are these positions already filled, or are you trying to recruit or incent people, are you trying to retain staff thinking some may leave and this is an incentive or strategy to keep them? Dr. McGee responded he thinks it is both, adding he thinks as support staff may choose to retire and we recruit additional staff, he thinks having this and recruiting the type of people that would thrive here is important, and he also believes that current personnel with these degrees have other opportunities so it is a retention strategy as well. Dr. Lane added that Goochland put the Bachelor stipend in place for clerical staff a few years ago as they found when looking at applicants they were not able to salary at the level people could command with a Bachelor's degree so we created the Bachelor's stipend. Goochland only pays the Bachelor's stipend for positions that do not require a Bachelor's degree for hire, so if they went out and got the extra degree we gave them a supplement for earning the degree. We found it made us more competitive as we were losing applicants to other school divisions. Dr. Siddiqqi responded that Goochland had a motivation and used this as a strategy, but we are not hearing that there are people Maggie Walker is not able to hire. Continuing, Dr. Siddiqqi said he wasn't opposed but there are some things in this budget that make Ms. Gray's questions on point.

- d. Ms. Gray's final question was in regard to the legislative liaison [*stipend*], stating, with the PAC [*PTSA Advocacy Committee*] doing such a stand-up job, are there additional needs? Dr. Siddiqqi added he questions this also. Dr. McGee stated something that will be layered into the restudy of the DOE information has to do with a maintenance of effort provision that would require local divisions be beholding to not reducing a level of funding. Currently, those things play out in the political sphere at the General Assembly, and the Director thinks that having a person that is compensated by the Board, would provide the Board an opportunity to set some parameters around the type of advocacy or liaising that would occur. The Director thinks liaising would only occur for a few years, hopefully not more than next year with the restudy of the DOE and the next General Assembly session, but it would provide an opportunity for there to be some...as you know the funding is quite different for the Governor's Schools and someone that has some particular expertise in that area that could truly advocate for our school and this particular Board for the funding. Ms. Gray followed by asking, "This would be on an annual renewal?" Dr. McGee responded, "yes, it's a stipend so it would be similar to a coach if you will, or the supplements we provide to the teachers; however, we don't anticipate it would be a teacher as this would require significant time outside...or during the business day, to be able to take care of these types of responsibilities. There are some parents in the community, the ones that are assisting, there is also a parent who is the lobbyist for George Mason

University, so there is a collection of people that could potentially be taking this on supporting our Board and this school. For clarification, Dr. Siddiqqi asked who this person would be? Dr. McGee responded we don't know, if this stipend is approved we will go through the process.

There being no other questions regarding the budget proposal, on a motion by Valarie Ayers, seconded by Micky Ogburn, the Board unanimously approved the FY17 Operating Budget.

**b. FY17 Capital Budget**

The Director noted for this review that the capital budget is broken out [*from the operating budget*] as is customary in the divisions, because we are proposing an expenditure of the Board's reserve funds, and is broken out for separate consideration. The particular items are in technology infrastructure (\$55,000) and have been articulated in the operating budget to bring our facility up to standard in terms of not only current devices but for expanded devices as well.

On motion by Kenneth Pritchett, seconded by Sarah Barber, the Board unanimously approved the FY17 Capital Budget.

The Chair thanked Dr. McGee for answering all questions regarding the budget and providing the Board with information.

Dr. Lane added, over the past few months he had mentioned the food service section of the budget knowing it is paid through the bookkeeper's account which is separate, but he noticed in this budget there is a revenue line for \$8,000 and an expense side for \$8,000; being this is intermingled into the operating budget, Dr. Lane would like to see what the total cafeteria budget is when you take into account student receipts in terms of what they pay for meals to make sure we are balancing the total cost of the cafeteria in the future. Dr. McGee responded to provide context we subcontract cafeteria services, the workers use our facility but are self-funding. In other words, the money that is in the budget has to do with free and reduced lunch receipts. As the students come to us from your districts on free and reduced lunch, that information is kept. The \$8,000 is the same number we had in the prior year. We have billed the districts for \$8,000 for free lunch receipts which you see on the revenue and expense side of the budget. So by saying the cafeteria is self-funding, it's contracted service, there is no additional co-mingling except for what we do to maintain the equipment. Dr. Lane asked again, "you are not collecting any funds from the students?" Dr. McGee responded, "We are not." Then Dr. Lane asked about the last time there was a request for proposal on the cafeteria services? Dr. McGee referred that question to Phil Tharp who said last year we came to the Board and asked for an increase of approximately .50 cents for free and reduced lunch which put the price in the \$4.50 range. By comparison, Appomattox Regional Governor's School has been in the \$5.50 range for several years. The money is essentially a wash. The challenge is the size of our school, and Appomattox has experienced the same issue, getting any contractor to come in and be willing to take on this operation. Mr. Tharp said he has opened this service to many outside vendors, but it's not an easy fix to provide a hot lunch for our students and to get anybody to bid on it. It's been very narrow, but it will go out again this year. Dr. Lane added he trusts everything is operating properly, but he's never seen the contract, it's not been up since he's been a superintendent here, and as we are using federal reimbursement dollars from the localities to support that cost, he wants to understand what the vendor contract looks

like. He said he doesn't have an issue with it and is not concerned about the cost which is why he didn't bring this up prior to budget approval, but he wants to know more about it, plus as others are looking at other regional programs and how we could potentially do this, he wants to understand better how Walker is doing their food service program.

**c. Annual Authorization for Director to Issue Personnel Contracts for 2016-2017**

The Director requests authorization to apply Human Resource policies and salary scales in issuing contracts to Maggie Walker Governor's School personnel for 2016-2017.

On motion by Kimberly Gray, seconded by Valarie Ayers, the Board unanimously approved the Director's request to apply Human Resource policies and salary scales in issuing contracts to faculty and staff for 2016-2017.

**d. Honor Council Review Committee Membership**

During the March 17, 2016, meeting of the MLWGS Regional School Board, several current, and former students spoke very passionately about their support of the Honor Council. At the Regional School Board's request, its legal counsel also spoke at the meeting, informing everyone present that the current Honor Council structure needed to be changed to ensure compliance with state and federal law. The Regional School Board, Superintendent's Steering Committee, and School Administration understands the significance of the MLWGS Honor Council to the school community. Therefore, MLWGS will retain its Honor Council; however, until a process review is undertaken to ensure compliance with applicable state and federal law, the Honor Council shall not hear any cases. The Regional School Board will establish a committee of stakeholders to undertake the process review. The committee's work shall be guided by input from the Board's legal counsel.

Committee members shall be selected by each body as outlined below. In the case of the at-large selection, following a solicitation for interest, persons shall be numbered and a selection made/witnessed by random number generator.

The committee shall include 10 members:

1. Student (current member of the Honor Council)-Derrick Wang
2. Student (SCA president or representative)- Caroline Pridgen
3. Parent (PTSA representative)-Craig Coffee
4. Parent (School Advisory Council parent representative)- Eric Lowell
5. Teacher/Counselor (REA member)-Mark Sailer
6. Teacher/Counselor (At-Large)-Cynthia Losen
7. MLWGS Administrative representative-Jeff McGee
8. School Board representative-Sara Barber
9. Superintendent's Steering Committee representative-Eric Jones
10. Alumni representative-Danny Yates

On motion by Valarie Ayers, seconded by Kimberly Gray, the Board unanimously approved Honor Council Review Committee membership as listed.

**e. Personnel: School Year 2016-2017**

The Director recommends approval of the personnel action listed in Folder B (exempt folder); one new hire for 2016-2017.

On motion by Kenneth Pritchett, seconded by Kimberly Gray, the Board approved personnel actions requested.

The Director noted candidates have been interviewed for both the school psychologist and the network manager, and now that the Board has approved the FY17 budget, offers will be extended. He also stated a panel interview for candidates of the coordinator of administrator position will occur tomorrow [April 22<sup>nd</sup>].

**XII. Materials for Board Review and/or Discussion**

**a. Policy, Procedure and Form Proposals**

The following are submitted from the Policy Steering Committee for Board review:

Policy No. 4008-Suicide Prevention  
Form 4008.1-Threat Assessment Flow Chart  
Form 4008.2-Threat Assessment Interview Form  
Form 4008.3-Student Support Plan  
Form 4008.4-Student Agreement  
Form 4008.5-Action Plan Checklist  
Policy No. 4090-Student Athlete Concussions during Extracurricular Activities *Amended*  
Procedure 4090-P-Student Athlete Concussion Procedures and SCAT3 Form

Proposed policies are grounded in model policies of the Virginia School Board Association. Approval will be requested at the May 19, 2016, meeting of the Regional School Board.

**b. 2016-2017 School Operating Calendar**

The Director recommends a review of the operating calendar proposal for 2016-2017. A link will be posted after this meeting for public review and comment on this proposal and the community will be notified via multiple media sources.

The Director will request approval of the operating calendar for 2016-2017 at the May 19, 2016, meeting of the Regional School Board.

**c. Laptop Leasing**

It is the recommendation of Director Jeff McGee to accept the offer by HP Financial Inc. for RFP MLWLTL1 (request for 80 ea. Probook 450 G3 laptops) and to reject all offers for RFP MLWGSL2 (request for 8 HP Spectra Pro x360 G1--smaller/lighter laptops). The additional expense (D +32.5% per unit per year) for the smaller/lighter laptops is not justified. An additional 8 HP Probook 450 G3 units will thus be requested from HP

Financial to bring the total number of units to HP Probook 450 G3 laptops to 88. The total lease price will be \$71,808/3yrs; \$23,936/yr; \$272/per unit per year. Bid awarding will be requested at the May 19, 2016, Regional School Board meeting.

Reference RFP MLW2016LTL1 and MLW2016LTL2. Three companies presented bids for the 3-year laptop refresh contract. Dell Financial Services, SyCom Technologies and HP Financial Services. Of the three bids, HP Financial met the majority of the specs provided in the RFP. HP Financial was also the low bidder for the two types of laptops in the two RFPs.

**d. Annual Approval of GS Foundation Board of Directors 2016-2017**

Approval of the 2016-2017 Governor's School Foundation, Inc. Board of Director per amended and restated bylaws, Article 1:

**Section 1.3 Election.** Candidates for Director of THE FOUNDATION shall be nominated by members of the Board of Directors or by the Governance and Nominations Committee. The names of the nominees shall then be submitted to the Regional School Board for review. Subject to the approval of such candidates by the Regional School Board, candidates for Director shall be elected by the Board of Directors. No individual shall be named or elected as a Director without his or her prior consent.

**Section 1.5 Term of Office.** Each Director shall serve a term of three years and until his or her successor is elected and qualified, except that (i) each person who serves as an ex officio Director shall serve for as long as such person holds the office entitling him or her to be an ex officio Director, unless a different term is provided therefore by the Board of Directors at the time of such person's election; and (ii) any Director filling a vacancy as a result of an increase in the number of Directors shall be designated to serve a term of one (1), two (2) or three (3) years as necessary to most closely achieve a result that one-third (1/3) of the members of the Board of Directors will be elected each year. At the expiration of the term of a Director, such Director shall be eligible for election to another term as a Director, except that no Director may serve more than six (6) years in succession without a break in service.

Proposed candidates include Brick Brickley, Brenda Daghish, Jennifer Linton, Ginger O'Neil, and Amy Weiss. The following will serve as officers: Bill Benos - Chair, Stephen Leibovic – Vice-Chair, Steve Pittard – Treasurer and Liz Blue – Secretary. The following are resigning: Scott Barton, Burt Hazelwood, Michael Jones, Joan Plotkin-Han and Bill Yates.

The Director will request approval of the officer slate for the 2016-2017 GS Foundation Board at the May 19, 2016, meeting of the Regional School Board.

**XIII. Information Items**

- Finance Committee Meeting March 3, 2016 (*Revisit from March Meeting*)
- Finance Committee Meeting April 7, 2016

- RSB: Notice of Entry Upon Land for Examination of Land for Transportation Purposes (*Revisit from March Meeting*)
- Orchestra Students Earn Seats in All-State Band and Orchestra
- Orchestra Ensembles Earn Superior Rating at District Orchestra Assessment Festival
- MLWGS Wins Adam Smith Regional Competition Sponsor by VA Council on Economic Education, and
- MLWGS Team Competes in State Economics Competition
- Junior Wins Dean’s List Award at First Robotics Competition
- Dragon Strong MLWGS FRC Team 422 at Chesapeake District Championship – On to Nationals
- MLWGS National Latin Exam Test Scores 2016
- MLWGS Posts Strong Results in Kryptos Competition (designed for undergraduates), and Math in Sports
- MLWGS Librarian Shares Presentation at Richmond Public Library
- Coach Snagg Wins Division in Ukrop’s Monument Avenue 10K Run

**XIV. Superintendent’s Steering Committee Report**

Dr. Newsome stated the committee met today with ten superintendents in attendance. With Dr. McGee in attendance, the committee reviewed every line item in the budget. The superintendent’s support this budget and appreciate all the work Dr. McGee and his team invested. Over ten years that Mr. Newsome has been a member of this Board, and stated the budget presentation has been somewhat consistent with what he’s seen over time but suggests that in next year’s budget the presentation reflects more closely to what you see in your local divisions going forward for more consistency.

Ms. Celestine Gaines left the meeting.

**XV. Closed Meeting**

The Chairman directed the Clerk to announce items for closed session:

It is my understanding that the Regional School Board desires to enter into a Closed Session in accordance with Sections (§) 2.2-3711 and/or 2.2-3712 of the Code of Virginia, the Virginia Freedom of Information Act, and specifically under the following enumerated subsection, the following items:

Number 7: Consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the Regional School Board; and consultation with legal counsel employed or retained by the Regional School Board regarding specific legal matters requiring the provision of legal advice by such counsel. For purposes of this subsection, “probable litigation” means litigation which has been specifically threatened or on which the Regional School Board or its legal counsel has a reasonable basis to believe will be commenced by or against a known party. The closure of a meeting is not permitted merely

because an attorney representing the Regional School Board is in attendance or is consulted on a matter.

On motion by Kimberly Gray, seconded by Valarie Ayers, the Board unanimously approved moving into closed session. The recorder was paused and the door closed.

At the conclusion of the closed session, the Clerk was invited back and asked to record a motion to reconvene in open session.

On motion by Valarie Ayers seconded by Kimberly Gray, the Board unanimously approved moving into open session.

**XVI. Certification of Closed Meeting and Any Action Taken if Necessary as a Result of Closed Meeting**

The Chairman directed the Clerk to certify the closed session:

Now, therefore, be it resolved that the Regional School Board hereby certifies that, to the best of each member's knowledge, (i-one) only public business matters lawfully exempted from open meeting requirements, and (ii-two) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the meeting. Any member of the Regional School Board or committee who believes that there was a departure from these requirements shall so state prior to the vote, indicating the substance of the departure that, in his or her judgment, has taken place.

The Chairman asked if there were any statements or concerns from Board members. Being none, a motion was requested for closed session certification.

On motion by Kimberly Gray, seconded by Sarah Barber, the Board approved closed session certification.

Roll Call Vote on Closed Meeting Certification:

Martha Harris	Absent
Javaid Siddiqi	Aye
John Wright	Absent
John Axselle	Aye
Michelle Ogburn	Aye
Deborah Marks	Absent
Celestine Gaines	Absent
Sarah Barber	Aye
Kenneth Pritchett	Aye
Valarie Ayers	Aye
Reeve Ashcraft	Absent
Kimberly Gray	Aye

**XVII. Announcements/Additional Discussion**

None.

**XVIII. Adjournment**

On motion by Kimberly Gray, the meeting was unanimously adjourned.

**Next Meeting**

May 19, 2016, at 9:00 am. MLWGS, 1000 N. Lombardy St., Room 153, Richmond, VA 23220. 804-354-6800 x2190.

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John Axselle III, Chairman

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Jeffrey McGee, Ph.D., Director

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Minutes Recorded by:  
Barbara Marshall, Regional Board Clerk