

## MINUTES

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

**Thursday, August 20, 2015**

**9:07 a.m.**

### **I. Call to Order**

Kevin Hazzard, 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**

Dawn Grois led the pledge of allegiance.

### **IV. Introductions**

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

#### **Present:**

Mrs. Barbara Crawley, *School Board*, Charles City Public Schools

Mrs. Dianne Smith, *School Board*, Chesterfield County Public Schools

Mr. Kevin Hazzard, *School Board*, Goochland County Public Schools

Ms. Sue Dibble, *School Board*, Hanover County Public Schools

Ms. Cora Armstrong, *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

Dr. James Lane, **Superintendent**, Goochland County Public Schools

Dr. Rick Richardson, **Interim Superintendent**, Hanover County Public Schools

Dr. Pat Kinlaw, **Superintendent**, Henrico County Public Schools

Dr. Sheila Bailey for Dr. Melody Hackney, **Interim 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. Renee Williams, **Interim 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

**Absent:**

Mrs. Michelle Ogburn, *School Board*, Henrico County Public Schools  
Dr. Deborah Marks, *School Board*, Hopewell Public Schools  
Mr. Jerry Warren, *School Board*, Prince George Public Schools  
Ms. Kimberly Gray, *School Board*, Richmond Public Schools  
Dr. David Gaston, **Superintendent**, Charles City Public Schools  
Dr. Marcus Newsome, **Superintendent**, Chesterfield County Public Schools  
Dr. Joseph Melvin, **Superintendent**, Petersburg Public Schools  
Dr. Dana Bedden, **Superintendent**, Richmond Public Schools  
Ms. Megan Rainey, **Deputy Clerk**, Maggie L. Walker Governor's School

**Also present:**

Phil Tharp and Wendy Ellis – MLWGS Administration  
Wendy DeGroat, Cynthia Losen and Dawn Grois – MLWGS Staff  
Laura Lewis – GS Foundation  
Andrew Brower - Parent

**V. Approval of Agenda**

On motion by Cora Armstrong, seconded by Barbara Crawley, the agenda for this meeting was unanimously approved.

**VI. Approval of Minutes**

On motion to approve by Barbara Crawley, seconded by Cora Armstrong, minutes for the regular meeting of June 18, 2015 were approved with (7) ayes, (0) nays, and Valarie Ayers abstaining.

**VII. Recognitions**

- None.

**VIII. Public Comments**

The Public Information Period shall not exceed thirty (30) minutes. Each speaker will be allotted three (3) minutes (at the discretion of the Chairperson) to make his/her comments. Individuals representing groups will be allotted five (5) minutes. Citizens must schedule their appearance with the Board's Clerk no later than 10:00am on the last business day before the meeting at which they desire to be heard.

There were no public comments.

**IX. Director's Report**

*A. Verbal Updates*

- School-Wide Achievement Profile containing mean scores FY11-FY15 for PSAT, SAT, ACT, AP's and SOL's and tallies for National Merit, AP and Presidential Scholars.

- Facility Update: ESCo project status and damage report.
- Opening of School
  - New faculty orientation August 24<sup>th</sup>
  - Teachers return August 25<sup>th</sup>
  - Professional Development (Rubicon Curriculum Mapping) August 26<sup>th</sup> & 28<sup>th</sup>
  - 746 Students Enrolled
  - Freshmen orientation September 1<sup>st</sup> & 2<sup>nd</sup>
  - Freshmen parent orientation September 1<sup>st</sup>
  - Back to School night September 24<sup>th</sup>
- Introduction of Searchsoft Applicant Software (HR).
- Upgrades to Microsoft Office 365 for all staff.
- Introduction of Tighrope TV streaming C-SPAN, local weather and the following MLWGS website feeds: Dragon News, Calendar, Facebook and Twitter.
- Support staff audits by CCPS on August 27<sup>th</sup>.
- VRS Resolution to elect/not elect an employer sponsored hybrid 403(b) will be introduced to the Board at their September meeting.

***B. Coming Events***

August 20, 2015 through September 17, 2015 (see page IX.b, for details)

**X. Unfinished Business**

None.

**XI. Action Items**

**a. Policy Proposal**

The following was submitted from the Policy Steering Committee for Board approval: Policy No. 6000 – Requests for Information, Regulation No. 6000-R – Requests for Information Regulation, Form 6000-1 – Request for Public Records, Form 6000-2 –Record of Inspection and/or Delivery of Copies, Policy No. 6005 – Relations with Law Enforcement and Policy No. 6011 – School Visitors. Proposed policies, forms and regulation are grounded in model policy of the Virginia School Board Association.

On motion by Barbara Crawley, seconded by Kenneth Pritchett, Policies No. 6000, 6005, 6011 and Regulation 6000-R along with Forms 6000-1 and 6000-2 were unanimously approved.

**b. Approval of the 2015-2016 School Advisory Council Membership Per Established By-Laws**

The Director recommended approval of the candidate slate presented that included (4) parent members, (4) faculty members, (4) student members, an administrator, a Planning Committee member, and (2) Director Appointees.

On motion by Valarie Ayers, seconded by Cora Armstrong, SAC's 2015-2016 membership was unanimously approved.

**c. Authorize Director to Certify MLWGS Crisis Plan**

The Director recommended approval of updates proposed to the MLWGS Crisis Plan necessary to certify this plan to the Virginia Center for School Safety VCSS by August 31, 2015.

On motion by Valarie Ayers, seconded by Dianne Smith, the MLWGS Crisis Plan update was unanimously approved.

**d. Annual Board Authorization of Signatures in Absence of Division Superintendent – Virginia Department of Education**

Director McGee recommended authorization of Philip Tharp as the necessary designee signature to be utilized in the absence of the Director for the Virginia Department of Education.

On motion by Barbara Crawley, seconded by Cora Armstrong, VDOE signature authorization in absence of the Director was unanimously approved.

**e. Personnel: School Year 2015-2016**

The Director recommended approval of the personnel actions listed on item XI.e– Folder B (exempt).

On motion by Barbara Crawley, seconded by Valarie Ayers, the Board unanimously approved personnel actions requested.

**f. Health and Dental Contracts**

The Director requested waiver of first read and Regional School Board authorization to renew MLWGS health contracts with Anthem and move the dental contract from Humana to Anthem Dental, all effective October 1, 2015.

Dr. McGee mentioned when combining health and dental benefit programs with Anthem, overall renewal rates were kept low at 2.4%, far lower than the 6% appropriated in the budget. Continuing, Dr. McGee stated his plan is to pass this small savings [*difference between 6% and 2.4%*] on to employees of approximately \$10/month more or less, depending on individual elections.

Clarification was added by Dr. Lane that waiver of first read for this action is not required.

The Chairman outlined options for discussion from a budgeting perspective: 1) the Director's recommendation to pass premium savings along to employees, or 2) reserve said savings for outlying years given the unpredictability of premium costs.

Mr. Tharp offered additional background concerning how the school managed to keep renewal rates low that included changing the prescription plan in the middle level HMO25 group [*largest enrollment*] by increasing co-pay amounts from \$10/20/30 to \$10/30/50, with the resulting savings in employee monthly premium rates (approximately \$10/month) passed back to offset prescription increases. This renewal structure also allowed the school to retain a reserve in the appropriate line item of approximately \$21,000; however, this could be eaten up quickly with unforeseen enrollments. Concluding, Mr. Tharp stated: "this is the first time in seven years that the employees would be paying slightly less in premiums," while practically assuring Anthem a 30% profit margin.

Lengthy discussion followed with Ms. Armstrong voicing support for the concept of passing this slight savings on to the employees; however, Dr. Myers cautioned that 2.4% is very low and based on advice from New Kent consultants, prepare for large increases the following year. Dr. Myers recommended consideration of keeping rates level to minimize future big rate swings for employees. Dr. Lane questioned if new rates had been shared with employees, to which Dr. McGee responded 'no.' Dr. Lane stressed: "in light of the timing for this renewal and whatever is determined here today, personnel should be advised to prepare for much larger increases the following year as this bundling action probably only buys a one-year reprieve."

Mr. Hazzard questioned what amount would be held in reserve should the Board retain projected savings of \$10/month/employee, to which Mr. Tharp responded approximately \$9,000 extra to the current projected reserve of \$21,000.

In response to a question from Dr. Richardson regarding utilization of professional consultants, Mr. Tharp answered that the school worked with Broker Scott Eastman of The Faison Group. Mr. Eastman presented multiple benefit proposals including those from other carriers for consideration, but unfortunately they could not be reviewed by the Finance Committee as they were unable to meet over the summer months. One proposal was a wellness plan from Optima, a Cigna group that guaranteed a return of any premiums not spent, and could potentially have returned \$66,000+. Mr. Tharp proposes pursuing this option again next year and was strongly encouraged to do so by Dr. Richardson. Dr. McGee added his team seriously considered the wellness option when the original renewal came it at 9% [*prior to bundling*], but tabled upon receipt of the more attractive 2.4%.

Again, summarizing action that is required by the Board, the Chair listed options: 1) approve Dr. McGee's recommendation for renewal which would essentially put some money back into the employee's pocket, or 2) approve renewal and hold any premium savings in reserve to hedge against uncertainties and future increases.

On motion by Cora Armstrong, seconded by Valarie Ayers, the Board unanimously approved Dr. McGee's recommendation to approve renewal with Anthem for health and dental benefits and to pass a small premium savings on to employees.

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

### **a. New Policy and Regulation Proposals**

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

Policy No. 1003	Board Member Oath of Office
Policy No. 1009	Rules of Order
Policy No. 1014	Closed Meetings <i>Amended</i>
Policy No. 1016.1	Administration in Policy Absence
Policy No. 1018	Agenda Preparation and Dissemination
Policy No. 1021	Quorum
Policy No. 1024	Public Participation at School Board Meetings
Regulation No. 1024-R	Regulation for Public Participation at School Board Meetings
Policy No. 1025	Voting Method
Policy No. 1026	School Board Clerk <i>Amended</i>
Policy No. 1030	Admission of Students <i>Amended</i>
Policy No. 1040	School Attorney <i>Amended</i>
Policy No. 2012	Administration in Policy Absence <i>Amended</i>
Policy No. 2014	Building and Grounds Maintenance
Policy No. 2015	Reporting of Hazards
Policy No. 2018	Communicable Diseases
Policy No. 2023	Threat Assessment <i>Amended</i>
Policy No. 2024	Weapons in School
Regulation No. 2024-R	Regulation for Weapons in School
Policy No. 2045	Service Animals in School
Policy No. 2050	Distribution of Information/Materials
Policy No. 3003	Academic Standards & Community Service <i>Amended</i>
Regulation 5065-R1	Sick Leave <i>Amended</i>
Policy No. 7007	School Annual Report
Policy No. 7009	Management of Funds
Policy No. 7011	School Activity Funds

Dr. McGee highlighted Policy No. 1024 and Regulation No. 1024-R which establish public comment protocol during Regional School Board meetings. After group discussion, the Chair requested a minor correction to Policy No. 1024, to bring parallel structure from Regulation 1024-R that signifies a citizen's understanding of these guidelines.

Policy No. 1030 was also emphasized for Board consideration noting this change defines what is considered a full time student. Lastly highlighted was Regulation 5065-R1, which identifies context and maximum allowances for transfer of sick leave balances from in-state and out-of-state new hire employees.

Proposed policies and regulations are grounded in model policies of the Virginia School Board Association. Approval will be requested at the September 2015 meeting of the Regional School Board.

### **b. Proposed Amendment of the School Advisory Council By-Laws**

Proposed By-Law changes have been vetted by both SAC and the Policy Steering Committee.

Approval for the proposed amended By-Laws, Policy No. 1050, will be requested at the September 2015 meeting of the Regional School Board.

### **c. Policy Retirement**

The Policy Steering Committee recommends retirement of Policy No. 1033, adopted December 19, 2002, Non-Participating District Tuition. Rationale for this request is twofold: a) the original renovation debt has been retired, and b) this policy might preclude smaller divisions seeking participation.

Dr. Richardson asked if within this policy [*debt retirement*] there is language that prevents the Board, in a position of significant need, from asking all the member school divisions to contribute towards offsetting the cost of a capital initiative? The Chair responded that large capital projects in the future will require new policy that addresses significant investment by the divisions. Dr. Lane added from a procedural standing, with the elimination of policy, there essentially is no policy directive so the Board would have to make a motion decision or adopt new policy.

Approval for this request will be sought at the September 2015 meeting of the Regional School Board.

Dr. Jones left the meeting.

### **d. Strategic Plan Amendment**

Pursuant to Regional School Board request at the time of adoption for Maggie Walker's Strategic Plan [*May 21, 2015*], Goals 8 and 9 were pulled out for additional development. Working on the further enhancement of both goals over the summer, The Director now proposes an amendment to the existing plan to include Goals 8 and 9 and reviewed new objectives, initiatives and outcome measures with the Board.

Mrs. Barber left the meeting.

Dr. Lane added a recommendation for a second initiative that the Maggie L. Walker Governor's School Regional School Board develop a legislative agenda yearly and deliver it to each local school division. As a reference timeline, the Chair suggested agenda development by the VSBA conference every year in November.

Approval for this action will be sought at the September 2015 meeting of the Regional School Board.

## **XIII. Information Items**

- None.

## **XIV. Superintendent's Steering Committee Report**

Reported by Dr. Lane, the Superintendent's Steering Committee meet to discuss Dr. McGee's evaluation.

## **XV. Closed Meeting**

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

It is my understanding that the 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:

Discussion, consideration or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining or resignation of specific public officers, appointees or employees of the School Board. Any teacher shall be permitted to be present during a closed meeting in which there is a discussion or consideration of a disciplinary matter which involves the teacher and some student and the student involved in the matter is present, provided the teacher makes a written request to be present to the presiding officer of the School Board.

And,

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 Barbara Crawley, seconded by Dianne Smith, the Board unanimously approved moving into closed session. The recorder was paused and the door closed.

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

On motion by Dianne Smith, seconded by Barbara Crawley, the Board unanimously approved moving into open session.

## **XVI. Certification 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 Barbara Crawley, seconded by Kenneth Pritchett, the Board approved closed session certification.

**Roll Call Vote on Closed Meeting Certification:**

Barbara Crawley	Aye
Dianne Smith	Aye
Kevin Hazzard	Aye
Sue Dibble	Aye
Michelle Ogburn	Absent
Deborah Marks	Absent
Cora Armstrong	Aye
Sarah Barber	Absent
Kenneth Pritchett	Aye
Valarie Ayers	Aye
Jerry Warren	Absent
Kimberly Gray	Absent

**XVII. Announcements/Additional Discussion**

None.

**XVIII. Adjournment**

On motion by Sue Dibble, the meeting was unanimously adjourned.

**Next Meeting**

September 17, 2015 at 9:00am. MLWGS Board Room, 1000 N. Lombardy St., Room 153, Richmond, VA 23220. 804-354-6800 x2190.

---

W. Kevin Hazzard, Chairman

---

Jeffrey McGee, Ph.D, Director

---

Minutes Recorded by:  
Barbara Marshall, Regional Board Clerk