

MINUTES

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

Thursday, December 15, 2011

9:00 a.m.

I. Call to Order

Kenneth Pritchett, Vice-Chairman of the Maggie L. Walker Governor's School Regional Board, called the meeting to order.

II. 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
Mr. Ivan Mattox, *School Board*, Goochland County Public Schools
Mr. John Axselle, *School Board*, Hanover County Public Schools
Mrs. Diana Winston, *School Board*, Henrico County Public Schools
Mrs. Eileen Long, *School Board*, King & Queen Public Schools
Mrs. Teresa Lindsay, *School Board*, New Kent Public Schools
Mr. Kenneth Pritchett, *School Board*, Petersburg Public Schools
Mrs. Valarie Ayers, *School Board*, Powhatan County Public Schools
Mrs. Dudley Olsson, *School Board*, West Point Public Schools
Dr. Janet Crawley, **Superintendent**, Charles City Public Schools
Dr. Marcus Newsome, **Superintendent**, Chesterfield County Public Schools
Dr. Linda Underwood, **Superintendent**, Goochland County Public Schools
Ms. Sandra Crowder, Assistant Director for Gifted & Talented, for Dr. Jamelle Wilson, **Superintendent**, Hanover County Public Schools
Dr. Pat Russo, **Superintendent**, Henrico County Public Schools
Mr. Charles Clare, **Superintendent**, King & Queen Public Schools
Dr. Robert Richardson, **Superintendent**, New Kent Public Schools
Dr. Alvera Parrish, **Superintendent**, Petersburg Public Schools
Dr. Bobby Browder, **Superintendent**, Prince George Public Schools
Dr. Yvonne Brandon, **Superintendent**, Richmond Public Schools (late arrival)
Mr. Don Skeen, **Interim Director**, Maggie L. Walker Governor's School
Mrs. Barbara Marshall, **Clerk**, Maggie L. Walker Governor's School
Mrs. Megan Marcinkevich, **Deputy Clerk**, Maggie L. Walker Governor's School

Absent:

Mrs. Dianne Pettitt, *School Board*, Chesterfield County Public Schools
Mr. Robert Cox, *School Board*, Prince George Public Schools
Ms. Kimberly Gray, *School Board*, Richmond Public Schools (late arrival)
Dr. Margaret Meara, **Superintendent**, Powhatan County Public Schools

Dr. Jeffrey Smith, **Superintendent**, West Point Public Schools

Also present:

Phil Tharp (late arrival), Patti Chappell and Wendy Ellis– MLWGS Administration, Hal Waller – GS Foundation, Michele Surat – Faculty, Howard Banks – Director of Human Resources for Henrico County Public Schools, Christopher Lindsay – Guest.

III. Approval of Agenda

On motion by Barbara Crawley, seconded by Valarie Ayers, the amended agenda provided at table for this meeting was unanimously approved.

IV. Approval of Minutes

On motion by Diana Winston, seconded by Teresa Lindsay, the minutes for November 10, 2011 were unanimously approved.

V. Recognitions

Student **Saumil Bandyopadhyay** ('13-Henrico) ABSENT, was scheduled for recognition for his first place win at the 2011 International Space Olympics. Saumil will be recognized at a future meeting of this Board.

Faculty members Stephanie Welles and Bob Jenkins introduced student **Rachel Johnson** ('12-Richmond) as a 2011 recipient of the Junior Travel Award earned as a result of her placement on the 2011 National Spanish Exam. Rachel traveled with thirty-two other students to Argentina for twelve days during the summer of 2011 where she spent her time speaking Spanish and learning about the culture.

Student **Timothy Early** ('12-Hanover) was recognized for his selection as a 2011 ACTR Russian Scholar Laureate.

Students **Nitin Nainani** ('12-Hanover), **Cameron Turner** ('12-Hanover), **Ben Zavelsky** ('12-Henrico), **Matt King** ('14-Henrico) and **Chris Benos** ('14-Chesterfield) were recognized as the Regional Champions of the Academic WorldQuest Competition sponsored by the World Affairs Council. This team will advance to the national championship in Washington, DC.

Mr. Ivan Mattox was recognized for his eight years of service to Maggie L. Walker Governor's School, serving this school as the elected school board member representing Goochland County. Mr. Mattox was presented a token of appreciation on behalf of this Board and the Maggie L. Walker Governor's School and community by Dr. Linda Underwood.

Mrs. Teresa Lindsay was recognized for her nine years of service to Maggie L. Walker Governor's School, serving this school as the elected school board member representing New Kent County. Mrs. Lindsay was presented a token of appreciation on behalf of this Board and the Maggie L. Walker Governor's School and community by Dr. Robert Richardson.

Mrs. Eileen Long was recognized for her three and one half years of service to Maggie L. Walker Governor's School, serving this school as the elected school board member representing King & Queen County. Mrs. Long was presented a token of appreciation on behalf of this Board and the Maggie L. Walker Governor's School and community by Mr. Charles Clare.

VI. 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.

VII. Director's Report

- a. **Visiting delegation from Taiwan** detailed by Dr. Wendy Ellis. Dr. Ellis described their visit on November 14th involving a tour, classroom observation, program discussion and lunch provided by the MLWGS Mediterranean Food Seminar. Mr. Skeen remarked that MLWGS will also host a **delegation from South Korea** on January 9th.
- b. **Updates with Don Skeen:**
 - Winter Break, December 19-30, 2011. MLWGS closed.
 - Annual Alumni Open House at MLWGS, Tuesday, January 3, 2012, 3:30pm.
 - MLWGS VSBA membership recently completed to utilize their services in the development of policy review and updates.
- c. **Coming Events** - See page 23 of the Board packet.

VIII. Action Items

a. Resolution Authorizing Adoption of 457 Deferred Compensation Plan Restatement

As described by Phil Tharp, this action is requested in response to recent IRS updates. Mr. Tharp conducted a review of these updates with personnel at Chesterfield County Public

Schools who also utilize VALIC services and reported there will be no financial impact to MLWGS or its staff as a result of this action.

On motion by Ivan Mattox, seconded by Barbara Crawley, the following 457 Deferred Compensation Plan Restatement Resolution was unanimously approved:

“WHEREAS, Maggie L. Walker Governor’s School (hereinafter, the “Employer”) established the Maggie L. Walker Governor’s School 457 Deferred Compensation Plan (hereinafter, the “Plan”), effective, for the exclusive benefit of its employees and their beneficiaries;

NOW, THEREFORE, BE IT RESOLVED, that the Employer hereby amends and restates the Plan in the form of the Plan attached hereto; and,

RESOLVED, FURTHER, that the appropriate officers of the Employer, or their delegates, are hereby authorized to execute the amendment and restatement of the Plan effective 07/15/2003.”

Mr. Charles Clare left the meeting.

IX. Materials for Board Review and/or Discussion

a. January Elections

Annual re-organizational notice to remind the Board they will nominate and elect a new chair, vice-chair, clerk and deputy clerk at their January 2012 meeting.

Dr. Newsome proposed the Board consider the election of a chair and vice-chair of the Superintendent’s Steering Committee, although said action may require a change to existing by-laws.

b. Proposed Calendar of Meetings

As the Board reviewed the proposed calendar of meetings for 2012, Mr. Skeen noted a conflict on April 19th with the National School Board Association Conference.

c. New Course Proposals

Two courses are submitted for review: French Conversation and Film (VCU FREN 307) and Classical Mythology (VCU EUCU 311). Descriptions of both courses are provided in the Board packet on pages 29-30.

A question arose from Dr. Newsome regarding the number of faculty vs. total class offerings; i.e., will there be a reduction in other classes as a result of adding new courses to the curriculum. Mr. Skeen responded that would be determined during the student course selection/scheduling process. Only courses with sufficient levels of interest would be placed on the schedule.

Dr. Ellis further stated the proposals submitted are the result of an effort to increase university level options in international languages at MLWGS. While MLWGS has held a dual enrollment agreement with Virginia Commonwealth University in many subject areas for several years, international languages was one area MLWGS has never had one. Dr. Ellis was informed by a colleague at VCU of their President, Dr. Michael Rao's directive for each department to develop a specific plan that demonstrates how they are reaching out to the community, thus the current director of the World Studies Program was very interested in forging a new partnership with MLWGS.

In conclusion, Dr. Ellis noted the proposals also fulfill a post-AP level course need for MLWGS students.

Dr. Browder inquired about the cost of these courses. Dr. Ellis responded that an additional benefit of the VCU/MLWGS partnership is that MLWGS pays a very low flat fee for each class offered here, regardless of the number of students enrolled in that class. No VCU fees are ever passed on to MLWGS students or participating districts.

Mrs. Winston asked if it were possible for students from any of MLWGS's participating divisions with the same skill level to participate in one of these university level classes in an effort to complete required enrollment. Mr. Tharp responded that only full-time MLWGS students receive instruction at MLWGS. However, Mr. Tharp noted a combined effort between MLWGS and students from its participating divisions has occurred on occasion for international trips.

X. MLWGS Informational Items

- Student News:
 - MLW Civic Society Reaches Out to Community Youth
 - Freshmen Receives Leadership Award for Heroism
 - Junior Wins 1st Place in the VCA Music PianoFest
 - Poetry Out Loud Classroom Winner Announced
 - The Write Thing To Do Contest Winner Announced
 - Model Congress Successful at Princeton Conference
 - Model UN Successful at William & Mary Conference
- Congratulations to MLWGS from SHPEF (Society of Hispanic Professional Engineers Foundation)

The Chair asked for questions from the Board and Mrs. Winston responded with a commendation for the Fine Arts/Music Department regarding the quality of the winter concert she recently attended at MLWGS, stating "they were the finest junior orchestra" she had ever heard, and the chorus of 26 students was "phenomenal."

XI. Superintendent's Steering Committee Report

Dr. Newsome reported that the committee met on December 13th with several items on their agenda:

1) Policy Development. Discussion occurred regarding working with the VSBA for policy development and determined it would not be in the best interest of MLWGS to adopt VSBA policies in isolation because they are intended for school systems and MLWGS is a hybrid. All agreed it was best to match policy with practice. A suggestion was made to consider funding an RFP to hire a consultant that would address policy issues and facilitate the process. However, the superintendents did not come to a conclusion on this suggestion as this was only an introductory discussion.

2) Evaluation Process. Dr. Newsome noted that no comprehensive evaluation process was in place at MLWGS prior to the previous Director, Fred Morton, initiating discussions that included the Director of Appomattox Governor's School for development of a process unique to a Governor's School. While the board for Appomattox did agree and vote on a process, Mr. Morton retired from MLWGS before completion of this task here. MLWGS's new director will need to develop an evaluation instrument for this Board that includes the school, director, faculty and staff.

3) Budget. At this time, not enough information is available for budget planning. However, based on history, the superintendent's consensus regarding budget development is the average budget increases or reductions incurred amongst the divisions will be shared by the Governor's School programs and that is what will be recommended to this Board.

4) Meetings. Discussion occurred regarding modifying the annual schedule of meetings to allow for work sessions to conduct the business of this Board.

Mrs. Long cautioned reducing the amount of board meetings to as few as quarterly, stating she also serves on the board of Chesapeake Bay Governor's School which does conduct meetings quarterly, and is often lost as there is too much business to conduct quarterly. Also, without the interaction with the students the Board experiences here, one could forget what you are working for.

5) Admissions Process and Minority Enrollment. Prior to today's Board meeting, the superintendents met with members of the Planning Committee to discuss this issue. While no conclusion was reached from that meeting, it is recommended that the Superintendent's Steering Committee work with the Planning Committee and this Board to update the admissions process to better reflect some of the changes going forward while at the same time attempting to balance any potential changes with flexibility within a school division and the potential for litigation. Under the direction of the new director and the new chair of the Steering Committee, these discussions will continue.

XII. Director's Search Committee Report

Mrs. Winston updated the Board regarding the status of their work. She reported the committee met yesterday evening to review the second round of applications completed on December 5th. In total, from both rounds of advertising, there are over 70 applicants. The pool is diverse with applicants from across the state and also national and international, so the committee feels they are in a position to move forward with interviews.

Representatives from the GS Foundation, PTSA and faculty have been selected to serve on the interview panel.

Mrs. Winston thanked Howard Banks and his staff (Henrico) for their services to this committee and the Board.

Additionally, the committee discussed monies that have been or will be incurred by MLWGS, Goochland and Henrico for advertising and interview/travel expenses for this search. The committee estimates \$16,000 in total to complete this process and is seeking funding guidance.

Mr. Tharp proposed using \$2,000 from recruitment advertising and \$7,900 in combined areas of travel from the operating budget for directors search expenses. Both accounts could be repopulated as needed from contingency money already in the operating budget.

In response to Mrs. Winston's query regarding how expenditures were handled on the previous search, Dr. Newsome stated advertising expenses were covered by MLWGS, but no travel costs were incurred as all candidates were local.

Dr. Brandon proposed the committee explore the costs of conducting interviews in a conference room located at a neutral airport hub allowing easy in and out travel for all involved with no overnight expenses.

Mrs. Dudley Olsson left the meeting.

Dr. Newsome advised the Board that the pool of applicants was very strong making the work of this committee more difficult in their selection decision.

As directed by Mrs. Winston, Mr. Banks distributed a hand-out to Board members detailing advertising expenses incurred to date for this search. He stated that ads were placed in publications such as Educational Week and others listed on the hand-out (note: Board Clerk was not provided a copy of this hand-out). Billing is still forthcoming from the Richmond Times Dispatch and the Virginia Pilot.

Mr. Banks recognized the partnership received from Goochland Public Schools in the initial phase of this search campaign.

Mr. Mattox made **motion to adjust the agenda** to allow action authorizing director's search expenses. This motion was seconded by Barbara Crawley and unanimously approved by the Board.

Mr. Tharp stated that, with approval, line item adjustments would be made in early January as directed by Board action.

Mr. Mattox made **motion for the Board to approve up to \$16,000 in expenses for the director's search process**. This motion was seconded by Teresa Lindsay and unanimously approved by the Board.

XIII. Closed Meeting

None

XIV. Certification of Closed Meeting and any action, if necessary, as a result of closed meeting.

None

XV. Adjournment

There being no further business to discuss, on motion by John Axselle, seconded by Ivan Mattox, this meeting was adjourned.

Next Meeting

January 19, 2012 at 9:00am. MLWGS Board Room, 1000 N. Lombardy St., Room 226, Richmond, VA 23220. 804-354-6800 x2190 or x2111.

Kenneth Pritchett, Vice-Chairman

Donald Skeen, Director

Minutes Recorded by:
Barbara Marshall, Regional Board Clerk