

## MINUTES

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

Thursday, September 14, 2017

9:08 am.

### I. Call to Order

Sarah Barber, Vice-Chair of the Maggie L. Walker Governor's School Regional Board, called the meeting to order.

### II. Moment of Silence

The Vice-Chair called for a moment of silence.

### III. Pledge of Allegiance

The Regional School Board and visitors recited the pledge of allegiance.

### IV. Introductions

Each member is listed in alphabetical order by locality.

#### Present:

Dr. Javaid Siddiqi, *School Board*, Chesterfield County Public Schools (late arrival)  
Mr. John Wright, *School Board*, Goochland County Public Schools  
Mr. John Axselle, *School Board*, Hanover County Public Schools (late arrival)  
Mrs. Michelle 'Micky' Ogburn, *School Board*, Henrico County Public Schools  
Mr. Christopher Reber, *School Board*, Hopewell Public Schools  
Mrs. Harwood Hall, *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  
Mr. J. Scott Barlow, *School Board*, Richmond Public Schools  
Dr. David Gaston, **Superintendent**, Charles City Public Schools (late arrival)  
Dr. James Lane, **Superintendent**, Chesterfield County Public Schools (late arrival)  
Dr. Jeremy Raley, **Superintendent**, Goochland County Public Schools  
Dr. Michael Gill, **Superintendent**, Hanover County Public Schools  
Dr. Pat Kinlaw, **Superintendent**, Henrico County Public Schools  
Dr. Melody Hackney, **Superintendent**, Hopewell Public Schools  
Dr. Carol Carter, **Superintendent**, King & Queen Public Schools  
Dr. David Myers, **Superintendent**, New Kent Public Schools  
Dr. Marcus Newsome, **Superintendent**, Petersburg Public Schools (late arrival)  
Dr. Eric Jones, **Superintendent**, Powhatan County Public Schools  
Mrs. Victoria Oakley for Mr. Thomas Kranz, **Interim Superintendent**, Richmond Public Schools  
Dr. Robert Lowerre, **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. Reeve Ashcraft, **School Board**, Prince George Public Schools  
Mrs. Renee Williams, **Superintendent**, Prince George Public Schools

**Also present:**

Michael 'Max' Smith– MLWGS Administration  
Lynn Reed and David Bortz – MLWGS Staff  
Suzannah Stora – GS Foundation  
Marianne Macon – Former Advocacy Committee Member (late arrival)

**V. Approval of Agenda**

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

**VI. Approval of Minutes**

On motion by Scott Barlow, seconded by John Wright, minutes of the regular meeting from August 17, 2017, were unanimously approved.

**VII. Recognitions**

- VHSL 2017 Spring Sports State Championship Teams; Girls Tennis, Boys Tennis, Boys Soccer, Girls Outdoor Track, Boys Outdoor Track, were recognized. Dr. Lowerre stated MLWGS received another Wells Fargo cup for winning (10) 2A State Championships last year.

The Chairman arrived and the gavel was turned over.

**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.

*An introductory letter of the MLWEA was read by Lynn Reed.*

Dear Maggie L. Walker Governor's School Regional Board,

After two years of work by staff members of the Maggie L. Walker Governor's School, we are proud to announce the Maggie L. Walker Education Association (MLWEA) is now a reality. We anticipate that forming a membership organization of the VEA specific to MLWGS will allow us to work more

effectively to meet the needs of our faculty, staff, and unique student body than we could as one site within the large Richmond Education Association.

Approximately two years ago the membership voted to pursue the formation of MLWEA. Focused meetings were held to move toward formation. Barbara Marshall, Harold Houghton, Karl Zweerink, Lynn Reed, and Mark Sailer were instrumental in the organization and development of MLWEA. Other members were also involved to develop formation documents and vision of the association.

We currently are 17 members strong and look forward to working with the Administration and the Regional School Board to support the vision and goals of Maggie L. Walker Governor's School.

Sincerely,

The members of the MLWEA

## **IX. Director's Report**

### **A. Verbal Updates**

- **Community Service Pamphlet**

At the table was a copy of a newly designed handout for parents and students that aligns with Policy 3003 on Community Service.

- **Opening of School**

Since the end of the last academic year, our school has hosted a two-week freshman boot camp and a multi-day college boot camp for seniors. Our custodial and maintenance teams dealt with facility upgrades and our tech team was working on device distributed to forty-five freshmen in the pilot program.

Freshmen orientation, early AP classes, and fee collection have likewise been very smooth and productive because of planning and hard work by our office staff. On September 5<sup>th</sup> we welcomed 751 students, including 198 freshmen from 12 school districts.

Transportation directors in your locales worked hard to make sure that buses ran on schedule.

- **Temporary Staffing Update**

The Director stated MW is fully staffed with the exception of one math teacher that is being manned with a board substitute. Dr. Lowerre added the school is currently in the process of hiring a full-time teacher for this position.

- **Middle School Information Visits Begin Shortly**

These visits will occur at division middle and/or high schools by MW staff to provide information to families about the admission process and about MW in general.

- **Temporary Occupancy of MLWGS (originally presented in August, but inadvertently skipped)**

An MLWGS agreement with the Virginia Department of Rail and Public Transportation (DRPT) has been reached for **temporary occupancy** of DC2RVA Project on school fields. DRPT, in cooperation with the Federal Railroad Administration, is preparing a draft environmental impact states for proposed passenger rail service and rail infrastructure improvements collectively known as the Washington, D.C. to Richmond Southeast High-Speed Rail project. Since federal funds are being used to implement the project, and because the project as proposed would require the temporary occupancy of land from MLWGS, the US Department of Transportation Act of 1966 applies.

The land usage requested by DRPT is not currently utilized by MLWGS for its needs and therefore presents no conflicts.

- In summary, the Director is pleased with how the school year has started and has been busy meeting with various constituent groups.

### **B. Coming Events**

September 14, 2017, through October 19, 2017 (see page IX.b for details).

### **X. Unfinished Business**

None.

### **XI. Consent Items**

On motion by Sarah Barber, seconded by Valarie Ayers, the following consent items were unanimously approved: personnel actions, fiscal status report of July 31, 2017, and the donations report of July 31, 2017.

### **XII. Action Items**

#### **a. Policy, Procedure & Regulation Proposals**

The following were submitted by the Policy Steering Committee for RSB consideration:

- Pol 1001 - Conflict of Interest *Amended* (includes February & May VSBA updates)
- Pol 1013 - Notification of Regional School Board Meetings *Amended*
- Pol 1014 - Closed Meetings *Amended*
- Pol 1015 - Calling and Certification of Closed Meetings *Amended*
- Pol 1018 - Agenda Preparation and Dissemination *Amended*
- Pol 1019 - Minutes *Amended*
- Pol 1022 - Regular School Board Meetings *Amended*
- Pol 1023 - Special School Board Meetings (new policy)
- Reg 1030.R1- Regulation, Admission of Students (new policy from admissions handbook)
- Pol 1033 - Homeless Children (new policy)

Proc 1070 - Procedure Related to International Travel *Amended* (staff title changes only)  
 Pol 2019 - Personnel Training Viral Infections (new policy)  
 Pol 2070 - Internet Privacy (new policy)  
 Pol 3011 - School Counseling Program *Amended*  
 Pol 3013 - Driver Education *Amended*  
 Pol 3014 - Family Life Education (new policy)  
 Pol 3016 - Advanced Placement and Dual Enrollment Classes *Amended*  
 Pol 3018 - Acceleration (new policy)  
 Pol 3035 - Parent & Family Engagement (new policy)  
 Pol 3036 - Community Resource Persons/School Volunteers (new policy)  
 Pol 4001 - Bus Transportation Services *Amended*  
 Pol 4002 - School Bus Safety Program (new policy)  
 Pol 4019 - Student Health Services (new policy)  
 Proc 4030-P - Procedure for Student Organization Activities *Amended*  
 Pol 4045 - Student Records *Amended* (staff title changes only)  
 Pol 4071 - School Service Providers' Use of Student Personal Information (new policy)  
 Pol 4095 - Administration of Medicines to Students *Amended*  
 Pol 5000 - Personnel Policies Goal *Amended*  
 Pol 5002 - School Personnel Conflict of Interest (new policy)  
 Pol 5004 - Professional Staff *Amended*  
 Pol 5006 - Evaluation of Professional Staff *Amended* (staff title changes only)  
 Pol 5011 - Prohibition Against Harassment & Retaliation-Employee *Amended* (staff title changes only)  
 Pol 5012 - Equal Employment Opportunity/Nondiscrimination-Employee *Amended* (staff title changes only)  
 Pol 5020 - Professional Staff Discipline *Amended*  
 Pol 5021 - Professional Staff Grievances *Amended*  
 Pol 5050.1 - Voluntary Retirement Savings Programs (new policy)  
 Proc 5075-P - Child Abuse and Neglect Reporting Follow-up *Amended* (staff title changes only)  
 Pol 5089 - Staff Weapons in School *Amended*  
 Pol 6000 - Request for Information *Amended*  
 Pol 6000.1 - FOIA Rights and Responsibilities (new policy)  
 Pol 6010.1 - Community Use of School Facilities (new policy)  
 Pol 7006 - Free and Reduced Price Food Service *Amended*  
 Reg 7006-R - MLWGS Meal Credit Program *Amended* (staff title changes and updated application form)  
 Pol 7018 - Vendor Relations (new policy)  
 Pol 8000 - Prohibition Against Harassment - Student *Amended* (staff title changes only)  
 Pol 8001 - Equal Educational Opportunities/Nondiscrimination-Student *Amended* (staff title changes only)  
 Pol 8009 - Student Conduct on Buses (new policy)  
 Pol 8010 - Student Absences/Excuses/Dismissals *Amended*  
 Pol 8013 - Disciplining Students with Disabilities (new policy)

On motion by John Wright, seconded by Micky Ogburn, the slate of policies, procedures, and regulations listed were unanimously approved.

**b. 2017-2018 School Operating Calendar**

MLWGS is requesting minor revisions to the 2017-2018 school calendar approved May 2017. These changes are done to better accommodate a variety of stakeholders. The revisions include exam period

schedules, adjusted early dismissal times, movement of testing windows, and a plan for a 5th snow day. This will better position the school to support our students, faculty, and operations.

On motion by John Wright, seconded by Sarah Barber, the 2017-2018 School Operating Calendar revision was unanimously approved.

**c. Interdisciplinary Trip Proposal: Reykjavik, Iceland ~~2018~~ Amended to 2019**

Mr. Tom Boyle was on hand for trip review. Mr. Boyle announced that 2018 is 'sold-out' and requests approval for 2019.

This international trip to Iceland supports the mission of MLWGS in the following ways: **History** – students will tour the capital city of Reykjavik where they will see a 9<sup>th</sup> century Viking settlement, a 10<sup>th</sup>-century long house, historic homes and churches, and the colorful old quarter. Students will also visit Iceland's first National Park, Thingvillir, which was also the site of Parliament from 930 to 1789 C.E. **Culture** – students will spend six days immersed in the unique culture of Iceland and will visit diverse communities. **Earth Science** – students will explore the geologic features associated with a divergent tectonic plate boundary. **Ecology** – student will be exposed to the ecosystems and lifeforms associated with the unique land form of the island. **Engineering** – students will see how Icelandic people use geothermal energy. **Language** – students will spend six days in a country where English is not most people's first language.

The current projected costs are approximately \$3,000 per student and all-inclusive.

The Chair called for a motion to amend the agenda to reflect the Reykjavik trip proposal from 2018 to 2019. On motion by Valarie Ayers to amend this agenda to accommodate a 2019 Iceland trip, seconded by Harwood Hall, an amended agenda was unanimously approved.

On motion by Scott Barlow, seconded by Javaid Siddiqi, the Iceland 2019 trip proposal was unanimously approved.

**d. Interdisciplinary Trip Proposal: Paris, France 2018**

Mrs. Teresa Franson was on hand for trip review. Mrs. Franson first proposed this trip to the RSB in November 2015 and is resubmitting for spring 2018. The trip will include travel and homestay experiences in France. Students will experience the culture and language of France and life within a French family. Students will also experience school life in France.

This trip is an extension of MLWGS student classroom experience. Mrs. Franson stated we are developing a sister-school relationship and anticipates the French students will look to come to MLWGS next year.

The quoted price is \$2,259 and includes an 11-day trip to France but will require a few days off from school.

On motion by John Wright, seconded by Valarie Ayers, the France 2018 trip proposal was unanimously approved.

- e. RPS Signatories for Wire Transfers & Purchase Orders**
- f. Resolution for Bank Account Signatories**

Items e.) and f.) vote occurred as a slate. On motion by John Wright, seconded by Sarah Barber, signatories' authorization for RPS and bank transactions were unanimously approved.

- g. Health and Dental Contracts 2017-2018**

Technical assistance was provided by Scott Eastman, Faison Group, a benefits consulting firm.

Maggie Walker currently offers the following fully-insured healthcare options from Aetna Insurance: one PPO 80/50 and two HMO's (VA HNOnly 500A 10/35/60 and Value Added NHOnly 60%) for employees and retirees\* with Aetna Vision as a standalone plan. Anthem Dental is offered for employees and retirees.\*

The healthcare renewal proposed by Aetna would have incurred a 17.38% increase. Mr. Eastman shopped coverage and was able to obtain a lower rate from Anthem of 7.84% that was within budget projections. Three products are again proposed: one PPO (Keycare 30) and two HMO's (HMO25 and Value Advantage 25/500).

Anthem Dental increased by 2% and was within budget projections. Staff is pleased with the dental program so we plan to renew with Anthem Dental.

Open enrollment for employees is scheduled for September. Detailed information, as well as group meetings describing the benefit plans, will be available to our employees to assist them in making an informed decision.

The new plan year begins October 1, 2017.

\*No school paid subsidy is provided for retirees who contribute 100% premium.

Dr. Lane added a point of order that actions not involving policy do not require a waiver of the first read but if we do have a two-read requirement the motion must include the waiver of the first read. Dr. Gill affirmed as these actions are not policy related they do not require two reads.

Mrs. Ogburn asked if MLWGS could save money by using another division's benefit programs. Mr. Smith answered that had looked in years' past, but it was determined to be cost prohibitive for MLWGS and would cost more to do so.

On motion by Micky Ogburn, seconded by Javaid Siddiqi, health and dental contracts and rates were unanimously approved.

- h. 5-Year Capital Plans: Facility and Technology**

Approval requested of the 5-year plan proposal was withdrawn at this time for additional work.

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

**a. Policy No. 1010-Constitution and Bylaws Amended**

The following was submitted by the Policy Steering Committee for RSB review:

Pol 1010 – Constitution and Bylaws Amended

The Regional School Board (RSB) and the Superintendent’s Steering Committee tasked the Policy Steering Committee (PSC) with amending the constitution and bylaws and the annual meeting schedule for the RSB to consist of a maximum of six meetings.

The PSC has revised Policy No. 1010 – MLWGS Constitution and Bylaws to accommodate a six-meeting schedule (see Bylaws). The committee has reinstated an Executive Board that shall have the full authority of the RSB with the exception of an amendment to the constitution and bylaws, modifications to the approved budget, issues that would require a closed session, or employment of the director. The Executive Board shall consist of five RSB members elected from its membership. The Executive Board shall meet during those months the regular meetings do not occur, with the exception of the month of July.

Dr. Lowerre explained this plan was created as directed with the full board meeting six times annually, and in the months the full board did not convene, an Executive Board would meet to facilitate routine operations to keep things moving at the school level. He explained this language was copied from the original version of the Constitution and Bylaws but somewhere along the way was removed.

Dr. Lowerre spoke to Item XIII.b stating he attempted to not cluster full RSB meetings together in this calendar proposal but was not successful given the budget development process. With meetings scheduled January, February, March, and April, the full board would not meet again until August and October to satisfy the six-meeting schedule.

Mrs. Ayers added the Executive Board may not be meeting in non-full RSB meetings months and will be determined by school requirements.

Mrs. Ogburn asked if the committee had looked at how other Governor’s Schools are organized and if they have this arrangement, and Mrs. Ayers responded no. Mrs. Ogburn stated she looked into similar structures and found oftentimes the standard was the Chair and Vice-Chair could be on an Executive Board but could not serve as the Chair or Vice-Chair respectively of the Executive Board; however, the RSB can do whatever it prefers.

Dr. Lane spoke of his knowledge about the other Governor’s Schools stating he was part of the Chesapeake Bay Governor’s School and the Blue Ridge Virtual Governor’s School. Blue Ridge has a meeting schedule that is less than twelve per year. They do not have a formal executive board, but the superintendent in charge and the chair meet with the director on a regular basis to give initial approvals until items can be brought to their board. He added that this suggestion is not out-of-bounds and would support it, but we may not find a similar version at another Governor’s School.

Mr. Barlow offered his appreciation of the approach to be judicious with the board’s time along with the ability to react to the needs of the school. He asked should there be an area of particular interest to a member who was not on the Executive Board, will there be a way to allow that member to request such item be added to the agenda, or to allow a board member who was not a member of the Executive



Board to speak to his/her issue during Executive session. Mr. Barlow added, he understands that at one time this was the process, but at some point, it was decided that it wasn't working; is this an approach to allow that type of concern? The Chair added his thoughts were the Executive Board was an extension of the full board and would have distinct powers separate of the RSB. The Chair added that he has no issue with the concept of any RSB member who wishes to attend an Executive Board meeting to do so and be part of that meeting. This gives us the opportunity with the smaller meeting format [*Executive Board*] to have a reduced number of members for a quorum to have a meeting and conduct some business; members that can attend do so, and Maggie Walker keeps going. Mrs. Ayes added Executive Committee meetings will be open meetings just as RSB meetings are.

Mr. Wright asked if it would be necessary for RSB members not part of the Executive Board wishing to address the group to do so in public comment. The Chair stated he doesn't believe that would be necessary and that any board member would have all the privileges they do at regular RSB meetings. Mrs. Barber added that the constitution should be amended to indicate this action. But Mr. Wright suggested this action could create interesting situations such as tied votes, etc. Mr. Wright added; "it's something different in my mind to be able to go and speak, have a voice, be heard, understand what happens there for myself by seeing facial expressions, but as soon as you allow me to vote it becomes something different than an Executive Board. I don't believe it's an Executive Board at that point." Mrs. Ayers stated she agreed with Mr. Wright and to that point if there was an issue so passionate that Executive Board members couldn't come to an agreement that issue would be brought to a regular full board meeting. Mr. Wright added, he didn't assume there would be a confrontation, but we need to govern in a way that anticipates such things.

The Chair reminded that the reason for this action was due to the issue this board couldn't hold meetings because we didn't have a quorum. He added in his mind it's not an Executive Board, it's a group that requires a smaller quorum to continue to do business when members don't show up.

Dr. Siddiqi asked if there was a way to structure the Executive Board so there would be a representative membership from the divisions. With twelve school divisions and the Chair and/or Vice-Chair as automatic members of the Executive Board, the remaining divisions would sub-divide and each of those sub-groups would pick one member to represent them. Mrs. Ayers thought it's probably more a matter of who is willing to serve. The Chair voiced his concern of not wanting the Executive Board to become an individualized group with powers of its own separate from the RSB. However, he foresaw an opportunity that Executive Board meetings could be turned into RSB meetings if twelve [*or RSB quorum numbers*] members were to attend. The Chair sees the Executive Board as a sub-meeting. Concluding, the Chair again stated, the only reason we are considering this is because of concerns regarding quorum issues.

Dr. Lane added one additional issue that was considered regarding this change dealt with efficiencies of the Board's time and suggested we limit the types of things the Executive Board could do; to handle routine matters. Mrs. Ayers agreed and added this was the intent of the policy committee's work as the constitutional amendment was drafted. Dr. Lane offered the suggestion that should the Executive Board be dually authorized to do this work, anything decided by the Executive Board could be approved ex-post-facto in the consent agenda so the entire RSB still has a voice but the work could move forward with approvals in finance and HR. The Chair expressed concern that the potential still exists that some matters may still be held up with this structure.

Mr. Wright asked if the RSB could simply change quorum requirements and empower the executive director to handle day-to-day business that does not require a vote. Mrs. Ayers remarked that quorum size is State code and cannot be changed, and as to giving the Director business authority not requiring a vote, she referenced back to field [international] trips that have been a board requirement; would the RSB now have to change policies to conform to a new structure too.

Dr. Siddiqi proposed the RSB limit established Executive Board powers per Dr. Lane's suggestion. Dr. Jones added that a check-and-balance proposal of two or more members with an agenda item issue would dictate that item to be moved to the full RSB agenda, or something to that effect. Mr. Barlow supported this suggestion.

Mr. Reber asked if this has been an issue for Appomattox Regional Governor's School and if so, how does it work? Dr. Newsome responded they do have an executive committee that acts as an arm of the board and meets on the occasion their full board doesn't meet. This does not mean; however, that Appomattox has reduced the number of their regular board meetings. The Appomattox Executive Board meets on the occasion administration needs to address an issue. Dr. Lane added that Appomattox Regional Executive Board cancels meetings on a regular basis which he stated was not necessarily fair to the citizens. He added that MW has a much more engaged community so he would recommend maintaining a set schedule.

Dr. Jones left the meeting.

Mrs. Ogburn asked what was the intent of the superintendent's steering committee meeting schedule. Dr. Gill answered the group had discussed this matter along with the conference call with the chair and vice-chair to go over the agenda, the consensus was that while all would be welcome, only the Chair and Vice-Chair of the SSC would attend all Executive Board meetings in order to consult with the RSB as needed.

The Executive Board will be chosen from volunteers from the Board. With five volunteers from the Board, a presented slate will be submitted for approval. Mrs. Ogburn suggested an annual rotation system would be beneficial.

Agenda notices for Executive Board meetings will be the same as for regular RSB meetings.

With the addition of language regarding two board members not in voting agreement and also designating all policy approval to the RSB, Policy 1010 - Constitution and ByLaws amended will be requested for approval at the October 19, 2017, meeting of the Regional School Board.

**b. RSB Proposal for Calendar of Meeting 2017-2018 Amended**

With the approval of an Amended Constitution and Bylaws, Policy No. 1010, the following is proposed as a meeting schedule for the RSB 2017-2018. The following represents the Director's best effort as to when the full board is needed together, particularly dealing with budget issues and the required January reorganizational meeting:

October 19, 2017	Regional School Board Meeting
November 9, 2017	Executive Board Meeting
December 2017	No Meeting

January 18, 2018

Reorganization Regional School Board Meeting

Going forward, the following schedule is proposed as a guide for the 2018 calendar of meetings:

January 18, 2018	Reorganization Regional School Board Meeting
February	Regional School Board Meeting & Budget Workshop
March	Regional School Board Meeting
April	Regional School Board Meeting
May	Executive Board Meeting
June	Executive Board Meeting
July	No Meeting
August	Regional School Board Meeting
September	Executive Board Meeting
October	Regional School Board Meeting
November	Executive Board Meeting
December	No Meeting

With RSB review, approval will be requested at the October 19, 2017, meeting of the Regional School Board.

**c. International Trip Proposal – Ottawa and Toronto, Spring 2018 with Matt McGuire, Faculty**

This trip was successfully experienced in 2017

AP Comparative Government student field trip to visit key Canadian governing institutions and to meet with major Canadian political leaders. Students will learn about significant differences between a presidential and parliamentary system.

This trip will be comprised of ten (10) to sixteen (16) students and three (3) chaperones.

Estimated Total Trip Cost: \$25,500

Estimate per Student Cost: Not provided at this time

With RSB review, approval will be requested at the October 19, 2017, meeting of the Regional School Board.

**d. International Trip Proposal – Russia, Summer 2018 with Michael White, Faculty**

This trip was successfully experienced in 2015

Combining tourism with study and broad-based travel with the development of personal relationships with locals, this trip represents a unique opportunity for students to become well acquainted with the Russian people and their history, architecture, religion, culture, and way of life. By combining the background knowledge gained in the seminars and readings with real-life, first-person examination and access to skilled, experienced Russian educators who are professionally and personally knowledgeable in precisely these fields, students will have a unique opportunity to experience Russian hospitality, appreciate the nation's history, and gain a profound and personally meaningful appreciation of Russian history and culture.

This trip is designed to accommodate eight (8) to twenty (20) students and one or two (1-2) chaperones.

Estimate per Student Cost: \$4,300

With RSB review, approval will be requested at the October 19, 2017, meeting of the Regional School Board.

**e. International Trip Proposal - MENA Seminar to Morocco, Spring 2018 with Robinette Cross, Faculty**

This trip was successfully experienced in 2017

The Gender and Culture in the Middle East and North Africa (MENA) Senior Seminar explores the elements and evolution of cultures in the MENA region in the twentieth and twenty-first centuries. Morocco provides an excellent cultural pivot point by joining east and west; traditional and non-traditional; and allows students to explore a cultural amalgamation that is unique and shaped by geography, religion, and colonial experience.

This trip will be comprised of sixteen (16) students and four (4) chaperones.

Estimated Cost: \$2,630/student

With RSB review, approval will be requested at the October 19, 2017, meeting of the Regional School Board.

**f. Budget Transfer Request**

MLWGS 1:1 Pilot Initiative

Account Code 830.0000.0000.0000.3222 Use Fund Balance	Account Code Increase 830.1100.5896.2280.2280
Student Device Pilot Initiative	Student Pilot Initiative
Total \$32,731.00	Total \$32,731.00
TOTAL: \$32,731.00	TOTAL \$32,731.00

Rationale: Due to the mid-summer requisition of device equipment, FY17 funds were unable to be applied to the 1:1 student initiative and were rolled over into the Fund Balance. Equipment has now be procured and the school requests movement of funds that were not appropriated in FY18.

With RSB review, approval will be requested at the October 19, 2017, meeting of the Regional School Board.

**XIV. Information Items**

- None

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

Dr. Gill reported seven superintendents were in attendance at their meeting this morning and discussed their future meeting schedule discussed in Item XIII.a above.

The next topic of discussion was the capital improvement plan which has been removed from today’s agenda. The SSC expressed a need to have more specificity around the long-range technology plan and how it will affect the capital improvement plan. Dr. Lowerre will be working on the specifics of devices, interactive whiteboards, and replacement schedules.

Dr. Lowerre gave an update on his first two weeks as the director with students in the building.

**XVI. Closed Meeting**

None.

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

None.

**XVIII. Announcements/Additional Discussion**

None.

**XIX. Adjournment**

On motion by John Wright, seconded by Sarah Barber, this meeting was unanimously adjourned at 10:40 am.

**Next Meeting**

October 19, 2017, at 9:00 am. MLWGS, 1000 N. Lombardy St., Room 153, Richmond, VA 23220. 804-354-6800 x 2190.

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John Axselle III, Chairman

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Robert C. Lowerre, Ph.D.  
Director

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Minutes Recorded by:  
Barbara Marshall, Regional Board Clerk