

MINUTES

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

Thursday, January 25, 2018

9:01 a.m.

I. Call to Order

Robert Lowerre, Director of Maggie L. Walker Governor's School, called the meeting to order.

II. Moment of Silence

The Director called for a moment of silence.

III. Pledge of Allegiance

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

IV. Introductions

Welcome Mr. Rob Eley, Prince George Public Schools Board

Board members and Superintendents are listed in alphabetical order by locality.

Present:

Ms. Martha Harris, **School Board**, Charles City Public Schools
Mr. John Wright, **School Board**, Goochland County Public Schools
Mr. John Axselle, **School Board**, Hanover County Public Schools
Mrs. Michelle 'Micky' Ogburn, **School Board**, Henrico County 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. Rob Eley, **School Board**, Prince George Public Schools
Dr. James Lane, **Superintendent**, Chesterfield County Public Schools
Dr. Jeremy Raley, **Superintendent**, Goochland County Public Schools
Dr. Michael Gill, **Superintendent**, Hanover County Public Schools
Dr. Sheila Baily 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. Marcus Newsome, **Superintendent**, Petersburg Public Schools
Dr. Eric Jones, **Superintendent**, Powhatan County Public Schools
Mrs. Renee Williams, **Superintendent**, Prince George Public Schools
Ms. Lynn Plevitch, **Gifted Education Coordinator**, 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:

Dr. Javaid Siddiqi, *School Board*, Chesterfield County Public Schools

Mr. Christopher Reber, *School Board*, Hopewell Public Schools

Mr. J. Scott Barlow, *School Board*, Richmond Public Schools

Dr. David Gaston, **Superintendent**, Charles City Public Schools

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

Also present:

Michael 'Max' Smith and Dr. Wendy Ellis– MLWGS Administration

Lynn Reed, and David Bortz – MLWGS Staff

Suzannah Stora – GS Foundation

V. Approval of Agenda

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

VI. Election of Chair

Nomination: Sarah Barber was nominated by Valarie Ayers. There being no other nominations from the floor; on motion by Valarie Ayers, seconded by Kenneth Pritchett, Sarah Barber was unanimously elected to serve as the 2018 Chair of the Maggie L. Walker Governor's School Regional Board. After congratulations, the Director turned the gavel over to Mrs. Barber.

VII. Election of Vice-Chair

Nomination: Micky Ogburn was nominated by John Axselle. There being no other nominations from the floor; on motion by John Axselle, seconded by John Wright, Mickey Ogburn was unanimously elected to serve as the 2018 Vice-Chair of the Maggie L. Walker Governor's School Regional Board. The Chair congratulated Mrs. Ogburn.

VIII. Election of Clerk

Nomination: Barbara Marshall was nominated for Board Clerk by John Axselle. There being no other nominations; on motion by John Axselle, seconded by Harwood Hall; Barbara Marshall was unanimously elected to serve as the 2018 Clerk of the Maggie L. Walker Governor's School Regional Board. The Chair congratulated Mrs. Marshall.

IX. Amend Agenda to Include Election of Deputy Clerk and Action to Elect

The original agenda read Election of Clerk while the accompanying citation page read Election of Clerk and Deputy Clerk. Mrs. Ayers made a motion to amend the agenda for this action, which was seconded by John Axselle. Their motion was unanimously approved.

Nomination: Megan Perez was nominated for Deputy Board Clerk by Kenneth Pritchett. There being no other nominations; on motion by Kenneth Pritchett, seconded by John Wright, Megan

Perez was unanimously elected to serve as the 2018 Deputy Clerk of the Maggie L. Walker Governor's School Regional Board. The Chair congratulated Mrs. Perez.

X. Election of Executive Board 2018

Members of the 2017 Executive Board were comprised of John Axselle, Micky Ogburn, Harwood Hall, Kenneth Pritchett, and John Wright. Mr. Axselle nominated all current members with the addition of Sarah Barber to serve in 2018. Mr. Axselle is stepping down.

Mr. Wright made a motion to nominate the slate of Barber, Ogburn, Hall, Pritchett, and Wright to serve as the Executive Board for 2018, seconded by Valarie Ayers, this slate was unanimously approved.

XI. Announcement of Superintendent's Steering Committee Leadership

Per agreement among the superintendent's, Dr. David Myers will serve in 2018 as their committee Chair. Dr. Patrick Kinlaw will serve as Vice-Chair [*identified in the Superintendent's Steering Committee Report section of this meeting*].

Mr. Axselle added, "it has been a pleasure serving as the Chair of the RSB for the last two years and working with all of you; a group of dedicated people that put in a lot of time for our children."

XII. Approval of Minutes

On motion by John Wright, seconded by John Axselle, minutes for the Executive Board meeting of November 9, 2017, were unanimously approved.

XIII. Recognitions

- **MW Boys & Girls Teams are Cross Country State Champions for 5th Consecutive Year.** Walker cross country wins their fifth consecutive VHSL State title. Mary Caroline Heinen ('20-Richmond) was an individual State champion. The following made All States: Mimi Kemp ('21-Richmond), Mary Caroline Heinen, Megan Lee ('18-Chesterfield), Adam Sachs ('19-Henrico), and Daniel Van De Putte ('18-Richmond). Teams are coached by Jim Holdren, Deborah Snagg, and Ryan Webb.
- **The 2017 All-Metro Cross Country Team (MW with 4). Girl Runner of the Year: Mary Caroline Heinen,** Girls First team: Mimi Kemp, Girls Second team: Megan Lee, and Boys Second team: Adam Sachs
- **Walker Sophomore wins USATF Junior Olympic National Cross Country Championship.** Maggie Walker sophomore Mary Caroline Heinen won the 15-18 Girls' USATF Junior Olympic National Cross Country Championship in Tallahassee, Florida to lead her Richmond Track and Field Club team to a 2nd place finish. Additional congratulations to Maggie Walker seniors Megan Lee ('18-Chesterfield) and Frances Heller ('18-Richmond) for earning All-American honors by finishing among the top 25.

- **In Absentia: Lexus of Richmond Leadership Award Week #8, Isabella Dula ('18-Henrico).** With her 5 perfect scores on AP Tests, she is an AP Scholar with Distinction. Isabella currently has a 4.39 GPA and is a member of the National Honor Society. She is a part of the Italian Honor Society, Mu Alpha Theta (Math Honor Society), English Honor Society, and Science Honor Society.

Currently the team captain, Isabella has been on Maggie Walker's varsity swim team since 2014. Throughout her high school career, she has taken numerous State Titles individually and on relay teams. She is one of the current 2A Swim & Dive State Champion State Record Holders in the 400 Free Relay. She has also been a part of the 1st place finishers for the 400 Free Relay from 2015 – 2017. In 2015, Isabella took 1st place in the 100 Back and 3rd place for the 200 Free. In 2016, she was the 200 Free Champion and the 200 Free Relay Runner Up. During the 2017 season, she was the Champion of the 200 Medley Relay.

Isabella has won a dinner for two and is now in the running for the \$10,000 scholarship.

- **First MLWGS Student to Qualify for the All-National Honor Ensemble Symphony Orchestra: Andrew Shin.** In qualifying for the All-National Honor Ensemble Symphony Orchestra, Andrew Shin ('18, Henrico) became the first student from Maggie Walker and the first violist from the state of Virginia to ever participate. The event took place on November 29, 2017, at the Disney Coronado Springs Resort in Orlando, FL. Andrew earned 1st Chair Viola in this event.

XIV. 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.

There were no public comments.

XV. Director's Report

A. Verbal Updates

- **Calendar Items:** MLWGS closed due to weather, January 4-9 and January 17-18, 2018 (6 days). Scheduled mid-term exams January 25-30, 2018 are cancelled and will become full instructional days; however, if teachers choose they may give a cumulative assessment. Previously scheduled student holiday of January 31 is now an instructional day for a total of (5) days. Day number 6 is under review until the end of February to see if any additional days for make-up are added.
- **Review of Budget Calendar
From Regulation 7003.1
Budget Calendar**
The following guidelines will be used in establishing the annual budget calendar:

- A. At least one public forum will be held prior to December 30 in order to solicit public input. (Held December 5, 2017. Public remarks were provided to board members in their packet with a permanent copy in the record of this meeting).
- B. The budget work-session date(s) will be published as part of the Regional School Board’s Meeting Schedule. (Proposed for February 15, 2018).
- C. The proposed Operating Budget and Capital Improvements Plan will be presented by the third Thursday in February.
- D. The budget shall be adopted in accordance with applicable statutes.
- E. At least one public hearing will be held prior to budget adoption. (Proposed for March 15, 2018).

- **Budget Town Hall December 5th Feedback** (See Bullet ‘A’ above).

- **Director’s Remarks Regarding Governor’s 2018-2020 Biennial Budget Proposal December 2017.** The Director was pleased to advise that language was put back into the Governor’s budget that restored State add-on monies totaling \$289,000 that had been previously removed. One caveat is this add-on will sunset again in two years so our advocates will need to continue to work on this.

- **2018-2019 Proposed Operating Calendar.** Two proposals have been open for public view and comment. At this time, we don’t feel that we are able to support one of the proposals next year after discussions with our divisions and won’t move forward with it at this time; however, we will continue to work with that calendar as a viable option for the future.

- **Admission Testing**

The following divisions will test students on Saturday, January 27th:
Goochland, Hanover, Henrico and King and Queen

The following divisions will test students on Saturday, February 3rd:
Charles City, Chesterfield, Hopewell, New Kent, Petersburg, Powhatan, Prince George and Richmond

Testing Snow Date: Saturday, February 10th
Regional Evaluation Date: Wednesday, February 14th

Total to be tested in 2018	1,300 prospective students
Total tested 2017	1,160 prospective students
Total tested 2016	1,077 prospective students
Total tested 2015	1,126 prospective students
Total tested 2014	1,186 prospective students
Total tested 2013	1,138 prospective students
Total tested 2012	1,200 prospective students
Total tested 2011	1,163 prospective students
Total tested 2010	1,130 prospective students

The Director noted that 1,300 students are stretching the absolute capacity of this building and personnel to test them (650 students per day plus 100 proctors with 260 parking spots). The Planning Committee is looking at potential options down range to alleviate this, one being to

test all applicants in one day at a central location. Another idea is to break the test up into regions with testing in one day at multiple sites. Given the distance parents may have to travel this idea would help families accommodate this day. The one negative feedback we receive every year is the parking situation at MW.

- **Director Attends VSBA Capital Conference, January 22 & 23, 2018, Richmond.** The Director heard remarks from both the new Governor of Virginia as well as the new Secretary of Education, both were very positive on public education.
- **VSBA Policy Services Agreement.** MLWGS will be re-entered into a new agreement with VSBA for one year effective January 1, 2018, through December 31, 2018, and is renewable for four additional one-year terms at the original contract fee of \$1,000. The first agreement was entered into effective January 1, 2012, through December 31, 2016.
- **Board & Superintendent Pictures** – at the conclusion of their February meeting.
- **Save the Date:** Night of the Dragon Auction, Saturday, March 10th.

B. Coming Events

January 18, 2018, through February 15, 2018 (see page XIV.b for details)

C. GS Foundation Report by Ms. Suzannah Stora, Executive Director

The mission of the GS Foundation is to leverage resources to enhance the educational experience for all students at MLWGS. Their vision is for every student to have access to educational resources and experience to reach their full potential.

Each year the Foundation allocates monies to help identify enhancements. Last year the organization contributed \$162,000 (a 32% increase from the prior year) for educational and extracurricular activities, facilities and technology, international travel, professional development and financial assistance.

Included in the above enhancements, the Foundation awards one travel grant per year to a qualifying faculty member to enjoy an international opportunity and to bring that experience back into their curriculum and class.

The Foundation works very hard to keep the 3,000+ alumni connected to the school. Last year 31% of the alumni contributed fundraising of \$81,000.

In conclusion, Ms. Stora invited the Board to visit the Foundation at their convenience. Their office is located inside the MW building.

XVI. Unfinished Business

None.

XVII. Consent Items

On motion by Micky Ogburn, seconded by John Wright, the following consent items were unanimously approved: personnel actions January 2018, fiscal status reports of October 31, 2017, and November 30, 2017, and the donations reports of October 31, 2017, November 30, 2017, and Fall Festival 2017. The Director highlighted Fall Festival donations totaling \$14,210 and commended the efforts of the PTSA.

XVIII. Action Items

a. Code of Conduct for Board Members

Code of Conduct for Regional School Board Members is grounded in model code of the Virginia School Board Association. The Chair called for a vote to approve the code presented.

On a motion from John Wright, seconded by Micky Ogburn, the Code of Conduct for Regional School Board Members was unanimously approved.

b. Code of Conduct for Clerks

Code of Conduct for Clerks is grounded in model code of the Virginia School Board Association. The Chair called for a vote to approve the code presented.

On a motion from John Wright, seconded by Valarie Ayers, the Code of Conduct for Clerks was unanimously approved.

c. 2018 Regional School Board Calendar of Meetings

The Chair called for a vote on the calendar proposed. On motion by Kenneth Pritchett, seconded by Martha Harris, the 2018 Regional School Board Calendar of Meetings was unanimously approved.

d. Policy Proposals

The following were submitted by the Policy Steering Committee for Board second read and approval:

Pol 5000.3 – Staff Health

Pol 5005 – Professional Staff Probationary Term and Continuing Contract *Amended*

Pol 5007.4 – School Bus Drivers

Pol 5025 – Access to Employee Social Media Accounts

Pol 5090 – Unlawful Manufacture, Distribution, Dispensing, Possession or Use of a Controlled Substance

Pol 2026 – Authorized Use of School-Owned Materials

Pol 3004 – School Year/School Day

Pol 3008 – Acceptance of Electronic Signatures and Records

Pol 5100 – Part-Time Exempt and Non-Exempt Substitute Professional Staff *Amended*

Pol 5003 - Acceptance of Electronic Signatures and Records

On motion by John Wright, seconded by John Axselle, the aforementioned policies were unanimously approved.

XIX. Materials for Board Review and/or Discussion

a. Policy & Regulation Proposals First Read

The following were submitted by the Policy Steering Committee for the first read:

Pol 7006 – Free and Reduced Food Services *Amended* (adds free breakfast)
Reg 7006-R – School Meal Credit Program *Amended*

The Director stated MW has approximately 10 students that qualify for this service.

Approval will be requested at the February 2018 meeting of the Regional School Board.

b. 5-Year Capital Improvement Plan (CIP), Facility and Technology First Read

The Director stated the CIP was originally formulated about one year ago and been through an extensive review and amendment process since. The financial officers have offered excellent advice and we have reviewed the numbers many times. Originally the plan was somewhat greater than 2 million dollars and we have gotten it down to 1.35 million. The Director noted CIP funding is not part of the approval [*budget*] but is a product of overages. A separate policy may be required to address funding. This plan is a commitment on the part of the school of items we see as necessary for repair or replacement over the next five years as of today.

A line item will be introduced into the 2018-2019 budget proposal that is reserved for capital funding of the CIP. The Director will also look into a policy that addresses overage usage at the end of a fiscal year to be transferred into the CIP. Currently, all funds to support improvements come out of the operating accounts.

XX. Information Items

- Finance Committee Minutes, December 6, 2017
- We the People Team Wins the 2017 Central VA Regional Championship

XXI. Superintendent's Steering Committee Report

Dr. Myers affirmed the committee met at 8:00 am and discussed its reorganization. He thanked Dr. Gill for his service to this school and the committee which included many additional meetings on top of running Hanover Public Schools.

The committee discussed the CIP presented today. He added that the costs of various projects were scrutinized by the superintendents who compared them to what is seen in their divisions and congratulated the team on honing in on more realistic costs. The superintendents did talk about the track and other high dollar needs and deliberated a longer range plan because as is the current practice of whatever is left over each year, if there is \$150,000 remaining and it

takes \$250,000 in the CIP, that leaves a gap of \$100,000 that needs to be worked through to close. The board should see the upcoming policy Dr. Lowerre addressed earlier.

Lastly, the superintendent's discussed the upcoming application process with 1,300 students and options if those numbers continue.

Dr. Gill noted that Dr. Kinlaw was elected in absentia as the 2018 Vice-Chair of the Superintendent's Steering Committee.

XXII. Closed Meeting

None.

XXIII. Certification of Closed Meeting

None.

XXIV. Announcements/Additional Discussion

A very brief discussion was had and a suggestion made by Mr. Axselle regarding offsite testing facilities for future use.

XXV. Adjournment

On motion by John Axselle, seconded by Micky Obgurn, the meeting was unanimously adjourned at 10:01 am.

Next Meeting and Budget Work Session

February 15, 2018, at 9:00 am. MLWGS, 1000 N. Lombardy St., Room 153, Richmond, VA 23220. 804-354-6800 x2190.

Sarah Grier Barber, Chair

Robert Lowerre, Ph.D., Director

Minutes Recorded by:
Barbara Marshall, Regional Board Clerk