

**Maggie L. Walker Governor's School
for Government and International Studies School**

**School Advisory Council (SAC) Meeting Agenda
Tuesday, May 3, 2016, 7:30 AM Boardroom, Room 230**

Present: Leslie Hausser, Kerry Sheppard, Maureen Moslow-Benway, Eric Lowell, Jewel Caven, Beth Bortz, Kristi McCullough, Anthony Taylor, Virginia Chambers, Dawn Grois, Peggy Feldmann, Phil Tharp, Ethan Cruikshank, Mara Guyer, Zach Troidle, Laura Razzolini

Welcome and Call to Order (Leslie Hausser)

- Mrs. Hausser requests that everyone stick to their time constraints to ensure the agenda items can be addressed.

- I. Approval of the May 3, 2016 Agenda - approved 7:35 AM**
- II. Approval of the April 5, 2016 Minutes - approved 7:35 AM**
- III. Director's Report (Jeff McGee)**
 - A. Dr. McGee welcomed everyone and reported that the calendar, once again, has had a full slate: We The People competition, Robotics championships, AP testing started Monday, graduation preparations, Teacher Appreciation Week this week (PTSA program for Wednesday on student stress), athletics are busy; the regalia issue has been settled.
 - B. Update from the past Regional School Board Meeting: the budget was approved, the state amount and per pupil has increased (\$1, 297,429.00), there is still a plan to lobby with the state – working through the summer regarding funding from the state level (82% to salary/benefits, the rest goes to everything else.) There is a Network Management position, part-time psychologist, and Mr. Tharp's replacement to be filled (Mr. Tharp leaves at the end of December, and someone will be hired in the fall for transition and training). A one-to-one device pilot program is being initiated, a new server will be installed (basically, the budget addresses every community need that came up at the Town Hall meeting and Strategic Planning meetings).
 - C. Update for the Honor Council Committee (a meeting will be held the third week of May – the committee will look at recommendations from MLWGS' legal team. As a reminder, Eric Lowell is the SAC representative to this committee. One possible solution to the FERPA concern: A form could be sent around (similar to the opt-out/in form used for the student directory) where parents could give permission for the student-run Honor Council to deliberate over any honor violations involving their student.
- IV. Chair Report (Leslie Hausser)**
 - A. Leslie Hausser thanked Phil Tharp's wife for allowing him to stay on board and transition his position until the end of December.

- B. Jewel Caven was formally asked to serve as the head of the nominating committee next year per the by-laws this committee will address SAC membership recruitment.
- C. All of the heads of SAC committees were asked to prepare a “winding down report” – ex. does your committee need to be continued next year?
- D. Anthony Taylor has been asked to look at by-laws to ensure that SAC is focused on what SAC should be focused on (we have people who are on multiple committees in and out of SAC...make sure business from these other groups, and we don't want inter-mingling business. SAC is an advisory committee to the school and administration).
- E. Leslie Hausser apologized if her verbiage regarding teacher/parent/student "state of the school" perspective was unclear or misleading. The intent was just to get some help identifying issues and to ensure the SAC members were on the same page. Additionally, there were multiple new members to the SAC with students at varying age levels and members on various committees and representing different factions within the school and MLWGS community.
 - 1. Dr. McGee indicated that a climate survey is to be done in odd fiscal years per the Strategic Plan.

V. Old Business

A. Student, Faculty and Parent Updates (Leslie Hausser/Kerry Sheppard)

- 1. Leslie Hausser informed SAC that she had requested a follow-up to the “State of the School from the Teacher Perspective.” Kerry Sheppard was asked to get additional input from the faculty, and the faculty representatives and Leslie Hausser will meet to come up with recommendations to present at the June SAC meeting. Kristi McCullough will provide a parent update at the June SAC meeting.
- 2. Kerry Sheppard reported to the group that she had surveyed 44 of the 52 full time teachers at MLWGS. She had asked each teacher three questions as research that will be used to make recommendations for SAC and the administration.

B. Grading Scale Sub-Committee (Maureen Moslow-Benway)

- 1. A significant number of faculty responded to the survey (ex. “MLWGS should move to 10-pt scale” – the average was a 6 on a scale of 7). Unfortunately, only 4 members of SAC (not including teachers) responded to the survey; Maureen Moslow-Benway brought hard copies of the survey and passed them out. The committee recommends a 10-pt scale, but plans to recommend what elements of this 10-pt scale should be adopted at the June meeting. For help determining this, Maureen Moslow-Benway shared a sample from the two senior counselors, Penny Deck and Rachel Loving: If a student currently has 3.57 GPA then on the 10-pt scale, it would increase to a 3.8 GPA; if we went to A-/A/A+ it would go down a little. If the student had a A/A+ 4.06 GPA then the A-/A/A+ scale would see a little drop in the GPA. Thomas Jefferson High School in Northern Virginia uses the A-/A/A+; Chesterfield County uses A/A,+ and Henrico County has A-/A/A+.

C. Planning Committee (Raye Rector) – No report

D. Technology Special Sub-Committee (Eric Lowell)

1. Mr. Lowell received feedback from teachers, but needs help from students/parents. Next week there will be an announcement in *Smoke and Scales*, and an e-mail will come to the SAC members. He solicited help from students to get surveys posted on class Facebook pages (and SCA); Mara suggested reaching out to the programming club. For the adults, there are parent Facebook pages and email codes that will have the announcement posted. Do we have a standard way to do surveys? (This will be addressed via the Communications Sub-Committee in 2016-2017.)

E. Calendar Subcommittee Update (Phil Tharp/Jewel Caven)

1. November – information forum sessions 14th - 16th (will be added to calendar); only received 3 comments on the calendar; one...he will add "no students" to the holidays; why can't we start school 2 weeks early like in Goochland, but it's a state thing (you have to miss a certain number of days for inclement weather to get a waiver; move senior exams earlier...we're at the mercy of sports' finals)

F. Communication Special Sub-Committee Update (Beth Bortz)

1. Peggy Feldman and Beth Bortz have been holding meetings monthly with the boosters groups, the Foundation, and PTSA. There will be a preliminary report but not a final report for the June SAC meeting. The committee has gone beyond its initial intent. Now it is evolving to consider a restructure and/or collapse of some initiatives but to have a possible different governing structure. The committee is doing audits, various reviews of groups that have overlaps...which is costly. Change is something that should happen, but it's going to take some time. How can we save money and be more efficient in our fundraising (spending \$8-\$10,000 on taxes because of the various groups and overlap with Foundation and PTSA)? Would like recommendations and efficiency to be more precise. Dr. McGee likened the groups to wildflowers in that they have grown up. Now we need to take time and determine how to move forward. (Each booster group has good reasons why they are worried about the change...so we need to make sure we protect everyone's hard work).

G. Global Outreach Special Sub-Committee Update (Kristi McCullough)

1. Shadow ballads - Appalachian/Indonesian opportunity. It was well attended and integrated into the curriculum;
2. VCU symposium on terrorism/ radicalism: teachers and students were able to attend. Sharon Parker drove them.
3. Local speaker's bureau has been working with teachers. Mr. Barnes brought in a businessman involved in South America. Teachers are learning that they need to coordinate with administration to get permission for a guest speaker. The committee wants to head this opportunity so that teachers will not have to coordinate anything.

H. Marketing Special Subcommittee Update (Anthony Taylor)

1. Todd Raviotta is prepared to start interviews; we need to send names to Anthony Taylor to get Todd Raviotta started; Leslie Hausser suggested that Anthony Taylor speak to the department chairs; Kristi McCullough asked for clarification for what they want (the more that we have...the better because Todd Raviotta is making a 3 min, 5 min, and 10 min version of this video. Not everything will be in the final clip, but it will create a bank of feedback. Focusing on arts, academics, sports, etc. Now need to identify students, faculty, parents, coaches, alumni, community members to be in the video and clips. This is a marketing tool not a documentary. (Why do you want to come to MLWGS? Why do we want you to go to MLWGS?)

I. Membership (Leslie Hausser) – Nominating Committee Chair

Appointment, Recommendations from PTSA, Director Appointments, SCA, Faculty

1. PTSA - Six SAC member slots come from PTSA. We currently have 5 slots with Laura Razzolini being an interim through June 30, 2016 and there is one empty position to fill. These are 3-year slots (July 1, 2016 – June 30, 2019). Peggy Feldmann has put forth Brick Brickley (parent from Henrico) and re-nominates Laura Razzolini.
2. Director appointments - Dr. McGee has up to 3 appointees each year and each with a 1 year term) - Peggy Feldmann, Beth Bortz, Leslie Hausser have been re-nominated for the term July 1, 2016 to June 30, 2017)
3. SCA - Virginia Chambers announced that Catherin Qian (Henrico) - rising junior (2 year term) and Will Larson (Hanover) - rising junior (2 year term) will take the two slots that will be vacated by she and Ethan Cruikshank at the end of this term. The alternate will be Cade Elliott (Henrico) - rising junior (2 year term)
4. Faculty elections were held. There is a run off election.
5. All names will be presented to the regional school board at the May 19th meeting.

J. MLWGS Mission and Vision: SAC Alignment (Anthony Taylor) Anthony Taylor was asked to look at by-laws. The only thing he noted – the turnaround for the minutes is 5 business days. Agenda is supposed to be out 3 days before. We will identify if there are any changes that need to be made. A more detailed report will come at the June meeting if needed.

VI. New Business

- A. Alumni requested a seat on the SAC (it's not currently in the by-laws, but it can be considered as a Director's Appointment or on a special committee.)
- B. Meeting Days and Time for 2016-2017 - Send Leslie Hausser your thoughts (7:30/after school/quarterly longer meetings that start at 7)
- C. Social Event Dates - Leslie Hausser wants something more informal to think and talk about next year.
- D. Nominating Committee 2016-2017 – Jewel Caven
- E. Economics and personal finance follow-up. Chesterfield students who take AP Economics get credit for the econ/personal finance course. This starts Fall

2016 or may have started this past fall. This encourages schedule flexibility. Will the same be true at MLWGS? Dr. McGee to follow up with some additional information.

Adjournment: 8:36am