

MINUTES

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

Thursday, June 20, 2019

9:00 a.m.

I. Call to Order

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

II. Moment of Silence

The Chair called for a moment of silence.

III. Pledge of Allegiance

The Executive School Board and visitors stood and recited the pledge of allegiance.

IV. Introductions

Each member present is listed in alphabetical order by locality.

Mrs. Michelle 'Micky' Ogburn, *School Board*, Henrico County Public Schools
Ms. Harwood Hall, *School Board*, King & Queen Public Schools
Mrs. Sarah Barber, *School Board*, New Kent Public Schools
Mr. Kenneth Pritchett, *School Board*, Petersburg Public Schools
Dr. Robert Lowerre **Director**, Maggie L. Walker Governor's School
Mrs. Barbara Marshall, **Clerk**, Maggie L. Walker Governor's School

Absent:

Mr. John Wright, *School Board*, Goochland County Public Schools
Dr. Jeremy Raley, **Superintendent**, Goochland County Public Schools
Mrs. Megan Perez, **Deputy Clerk**, Maggie L. Walker Governor's School

Not Required to be in Attendance:

Ms. Martha Harris, *School Board*, Charles City Public Schools
Dr. Javaid Siddiqi, *School Board*, Chesterfield County Public Schools
M. John Axselle, *School Board*, Hanover County Public Schools
Mr. Christopher Reber, *School Board*, Hopewell Public Schools
Mrs. Valarie Ayers, *School Board*, Powhatan County Public Schools
Mr. Rob Eley, *School Board*, Prince George Public Schools
Mr. J. Scott Barlow, *School Board*, Richmond Public Schools
Dr. David Gaston, **Superintendent**, Charles City Public Schools (late arrival)
Dr. Mervin Daugherty, **Superintendent**, Chesterfield County Public Schools
Dr. Michael Gill, **Superintendent**, Hanover County Public Schools
Dr. Amy Cashwell, **Superintendent**, Henrico County Public Schools
Dr. Melody Hackney, **Superintendent**, Hopewell Public Schools

Dr. Carol Carter, **Superintendent**, King & Queen 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
Mr. Jason Kamras, **Superintendent**, Richmond Public Schools

Also present:

Dr. Wendy Ellis and Michael ‘Max’ Smith – MLWGS Administration
Lynn Reed and Wendy DeGroat – MLWGS Staff
Cynthia Kostelecky – Outgoing SAC Chair
Suzannah Stora – GS Foundation
Karen Townsend – Richmond Parent

V. Approval of Agenda

On a motion by Kenneth Pritchett, seconded by Micky Ogburn, the agenda for this meeting was unanimously approved.

VI. Approval of Minutes

On a motion by Harwood Hall, seconded by Kenneth Pritchett, the minutes of the executive meeting of May 16, 2019, were unanimously approved.

VII. Recognitions

- None.

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.

There were no public comments.

IX. Director’s Report

A. Verbal Updates

- **The Class of 2019**
 - o 180 Graduates
 - o As a class, they have performed a total of 32,897 community service hours. This is an average of approximately 183 hours per student.
 - o One student, Lawrence Jia (Chesterfield), had 723 hours of community service.
 - o As a class, they earned a minimum of \$16,185,463 in scholarship offers.

- o The average Grade Point Average was a 4.21 (this could change with final grades).
- o The average SAT score was 1411 and ACT is 32.
- o They are going to 69 different colleges, 108 are staying in-state, 72 are going out-of-state, and 3 students are planning to take a gap year. *
- o 13 were National Merit Finalists and 46 more received Commendations in the National Merit Program. 4 were offered National Merit Scholarships.
- o 3 were Presidential Scholar candidates. One was named a U.S. Presidential Scholar.
- ❖ Some are deferring a college acceptance and others are still exploring their options.

- **Maggie Walker Mural Dedication May 18, 2019**

In attendance for the official dedication were Dr. Johnny Mickens III, the great-grandson of Maggie L. Walker, and her great-great-granddaughter, Faith Elizabeth "Liza" Walker Mickens.

- **MW Summer Activity:** Lighthouse Labs and VCU School of Education Classes

- **VA DOE Funding Update** (see Finance Minutes June 6, 2019). Dr. Lowerre and Terry Perkins of Chesapeake Bay Governor's School met with Dr. James Lane, State Superintendent, and Kent Dickey and Holly Coy, both with the Virginia Department of Education, about the new model for funding Governor's Schools. The director felt it was a positive meeting with the leaders liking the model and will look to see if it can be funded and presented in the Governor's budget.

- **Wells Fargo Cup for Academics Winners Announced (A first for MLWGS who will also win another Wells Fargo Cup for athletics this year)**

Four first-time winners lead the way for the 2018-19 Wells Fargo Cup race for yearlong academic activities success. Claiming Cups for the first time included George Wythe-Wytheville in Class 1, Maggie Walker in Class 2, Massaponax in Class 5, and James Robinson in Class 6.

The highlights: Class 1 George Wythe totaled 125 points followed by Eastside with 100; **Class 2 Maggie Walker scored 120 points with Marion Senior and Radford tied for second with 95 points.**

First awarded in 1990, the Wells Fargo Cup represents 29 academic seasons of excellence. Six cups are presented, one for academic activities and one for athletics in each of VHSL's six enrollment classifications. The winners for athletics are announced following the completion of spring championships.

Wells Fargo Cup winners are determined by a point system based on performance in VHSL state competitions. **Schools can earn academic activity points for outstanding participation in magazine, newsmagazine, newspaper, online news, yearbook, broadcasting, theatre, scholastic bowl, forensics, debate, creative writing, and film festival.** (MW submitted yearbook, debate, film production, and scholastic bowl).

B. Coming Events

June 20, 2019, through August 15, 2019 (see IX.b in the board packet for details).

C. Year-End School Advisory Report by Cynthia Kostelecky, Chair

Good morning and greetings from the Maggie Walker Governor's School for Government & International Studies (MLWGS) School Advisory Council, the SAC.

My name is Cynthia Kostelecky, and I am the 2018-2019 Chair of the SAC. I am the parent of a son who is a rising senior in the Class of 2020 and a daughter who is a rising freshman in the Class of 2023.

I have had the honor of serving on the SAC for the last three years. My term ends this month at which time I will begin serving a three-year term on the MLWGS Foundation Board. I am looking forward to contributing to Maggie Walker in that role.

Today, I will provide you with a brief summary of the SAC, and its work during the 2018-2019 school year. Nineteen people served on the SAC this year including:

- 6 - parents (representing various districts)
- 4 – students
- 4 – faculty & staff
- 3 – Director's appointees (including alumni)
- 1 – Gifted Coordinator
- 1 – Administrative representative

The full SAC meets at 7:30 am once a month during the school year. Additionally, each SAC member serves on several SAC subcommittees. Each subcommittee works on at least one project with a goal of completing its work by the close of the school year. Below is a summary of the 2018-2019 subcommittee projects.

Calendar Committee

Max Smith is the permanent chair of the Calendar Committee. His committee developed and this body approved the 2019-2020 calendar. Next year, the Calendar Committee will develop the 2020-2021 calendar with an eye toward an early start date.

Max is an invaluable member of the SAC as he provides a critical link between the work of the SAC and administration.

Student Identity Committee

At the request of Dr. Lowerre and to aid in his long-range planning, the SAC formed a School Identity Committee this year. That Committee was tasked with creating, administering and analyzing the results of three Maggie Walker community surveys. The School Identity Committee was chaired by Maggie Walker teacher, David Barnes, and we are grateful for his work and commitment to this project.

The three surveys conducted included Student, Parent and Alumni Surveys. The Alumni Survey was completed in cooperation with the Maggie Walker Foundation. The most notable takeaways from these surveys were that overall people are happy with their Maggie Walker experience and believe the School is a community of highly motivated students in an

environment that encourages a love of learning. Importantly, the survey results suggest that there is a need to build a support structure to aid students in adjusting to Maggie Walker. All survey results have been transferred to Dr. Lowerre for his use and further analysis.

Policy & Curriculum Committee:

This committee worked with Dr. Ellis in developing a survey to assess student interest in electives, including electives presently in the Course Offerings Book and ideas for additional electives.

The Policy Committee also studied and surveyed students and teachers regarding the Maggie Walker Handbook and Code of Conduct regarding the exam exemption policy. After analyzing the data, the Policy & Curriculum Committee suggested the following amendment.

Remove exam exemption criteria #3: "If a student exceeds 10 total tardies (TE & TU), the student is not exempt" from exams.

This matter has been submitted to the faculty to decide whether to approve this policy change.

Global Outreach Committee:

The Global Outreach Committee worked in conjunction with the Maggie Walker Foundation in setting the groundwork for the Maggie Walker Speaker Series. This includes developing a process through which faculty, students, and staff work toward bringing various speakers and events to Maggie Walker. This year was a planning phase, and it is expected that the outreach events will be held as early as the fall of 2019.

Student & Family Engagement Committee:

In conjunction with the PTSA, the Student & Family Engagement Committee is organizing a network of Maggie Walker sophomore parents who will coordinate a system for facilitating a smooth transition and adjustment for freshman families. Still, in the planning stages, this is expected to include group settings in which freshman children and parents have the opportunity to meet fellow freshman families and also opportunities for a freshman to obtain sage advice from current Maggie Walker families.

Library Update & Library Vision Walk:

Librarian and SAC member, Wendy DeGroat conducted a Library Vision Walk this year. The Vision Walk asked students, "if they could have a magic wand, how they would improve the library?" Nearly 200 students responded seeking everything from resource materials to comfy chairs and permission to eat in the library. Wendy is in the process of implementing library changes based on the Vision Walk results.

Nominations & By-Laws Committee:

Extensive revisions were made to the SAC By-Laws during the 2017-2018 school year. As Chair of that Committee last year, I headed up the effort to clarify and amend the rules as they related to replacing SAC members whose terms were ending. At the time, we noted other areas of the By-Laws in need of amendments but decided to implement the amended By-Laws prior to making further revisions. During this 2018-2019 school year, the Nominations and By-Laws Committee identified additional areas of the By-Laws that had gaps and expect those areas to be addressed in the 2019-2020 school year.

The Nominations Committee also accepted applications, conducted interviews and held elections to replace the outgoing SAC members. Next year, the SAC will be chaired by Barrie

Bowers parent of a rising senior. Barrie is a strong leader, and the SAC is fortunate to have her at the helm during the 2019-2020 school year.

Thank you for your time and continued support of Maggie Walker. It is a special school where children who have long struggled to fit in at school, at last, do.

The Chair thanked Ms. Kostelecky, as well as Dr. Lowerre who expressed appreciation for her service this past year as the SAC Chair.

D. 2019 DOE Site Evaluation of MLWGS

See the board packet for the report.

Dr. Lowerre discussed the report from the DOE evaluation team and stated it was overall complimentary of the school. However, the team noted a couple of areas we could work on which will be helpful to incorporate into the new comprehensive strategic plan development that begins in the fall.

X. Unfinished Business

None.

XI. Consent Items

On a motion by Micky Ogburn, seconded by Harwood Hall, the following consent items were unanimously approved as a slate: June 2019 personnel actions, fiscal status reports of April 30, 2019, and the donations report of April 30, 2019.

XII. Action Items

a. Assignment of Reserve Funds FY19 (Second Read)

The Governmental Accounting Standards Board statement 54 (GASB 54) establishes fund balance classifications and provides a hierarchy of spending constraints. MLWGS implemented GASB 54 beginning in FY 2011.

Under GASB 54, Assigned fund balance represents amounts intended to be used for a specific purpose; intent can be expressed by the governing body or by an official or body to which the governing body delegates the authority. Assigned fund balance also includes any portion of fund balance that will be incorporated into the subsequent year's budget. The governing body must take formal action that specifies to whom the delegation of authority to recommend fund balance assignments is given (i.e., the Director).

Unassigned fund balance represents resources remaining after all other classifications have been met, and that is available for any purpose.

It is estimated that on June 30, 2019, the General Fund balance will be \$1,132,829.87 and the Capital Improvement Fund balance will be \$49,163.00. I propose that by June 30, 2019, we move \$100,000.00 from the General Fund to the Capital Improvement Fund which will bring the Capital Improvement Fund to \$149,163.00, leaving \$1,032,829.87 in the General Fund, \$237,200.00 (50%) of which will be assigned to benefit reserve. That will leave a balance of \$795,629.87 in unassigned reserve in the General Fund.

The director cautioned that totals presented may be subject to change due to not having the FY17 or FY18 audits. The Finance Committee is aware these reports are outstanding and members are reaching out to the firm of Cherry, Bekaert for updates. We expect these reports soon as the information the firm needs have already been provided by the school to complete the audits.

On a motion from Kenneth Pritchett, seconded by Harwood Hall, FY19 assignment of reserve funds was unanimously approved.

XIII. Materials for Board Review and/or Discussion

a. Policy and Procedure Proposals (First Read)

The following is submitted to the Board for first read and review:

- Pol 4012 – Child Abuse and Neglect Reporting *Amended*
- Pol 5075 - Child Abuse and Neglect Reporting *Amended*
- Proc 5075-P – Child Abuse and Neglect Reporting and Follow-up *Amended*

Approval will be sought at the Board’s August 2019 meeting.

b. Certification of the Crisis Manual 2019-2020 (First Read)

Each school board shall ensure that every school that it supervises shall develop a written school crisis, emergency management, and medical emergency response plan, consistent with the definition provided in this section. MLWGS has developed such a plan and it describes the components of a medical emergency response plan in coordination with local emergency medical services providers, the training of school personnel and students to respond to a life-threatening emergency, and the equipment required for this emergency response. The Regional School Board shall review this plan annually and has the authority to withhold or limit the review of any security plans and specific vulnerability assessment components as provided in subdivision 7 of §2.2-3705.2. The Superintendent (Director) shall certify in writing that review has taken place no later than August 31 of each year to the Virginia Center for School Safety VCSS.

The manual will be available for Board viewing at the August 2019 meeting. The existing Crisis Plan was originally approved by the Regional School Board on August 21, 2008. Unless otherwise noted, updates generally reflect personnel changes and vendor contact updates.

Approval will be sought at the Board’s August 2019 meeting.

c. Annual Authorization of DOE Signatures 2019-2020 (First Read)

The Director advised the Regional School Board be aware it will be necessary to designate a signature to be utilized in the absence of the Director for the Department of Education at its August 2019 meeting.

XIV. Information Items

- Finance Minutes 6-6-2019

- 2019 Presidential Scholar
- MW Senior wins 2019 Lexus Leadership Scholarship
- MW Track Wins 2A State Title finishes the year with 5 championships
- Boys & Girls 2A VHSL Regional Tennis Champions
- Girls 2A VHSL Doubles Tennis Champions
- Girls 2A VHSL Tennis State Champions
- Boys 2A VHSL Tennis State Champions
- Boys & Girls 2A VHSL Regional Soccer Champions
- Girls 2A VHSL Soccer State Champions
- VHSL Girls Class 2 Soccer Player of the Year and Coach of the Year
- Senior earns awards and membership into International College of Musicians
- MW Jazz ensemble takes 1st place at Music-in-the-Parks
- MW Sophomore wins awards at Intel ISEF, earning a trip to Taiwan International Science Fair
- (2) Dragons recognized as 2019 Student of the Year after a campaign to benefit by LLS
- MW has 3 team place in the top 10 of college-level math modeling
- Dr. Robert Lowerre attends VSBA School Law Conference
- WTVR covers MW Mural w/video
- English faculty award NEH Summer Institute Grant
- MLWGS 2019 Retirees

XV. Announcements/Additional Discussion

None.

XVI. Adjournment of Regular Meeting

On a motion by Micky Ogburn, seconded by Harwood Hall, this meeting was unanimously adjourned at 9:24 am.

Next Meeting – Regional School Board

August 15, 2019, 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