

MINUTES

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

Thursday, June 12, 2025

9:07 a.m.

I. Call to Order

Heather Donbrosky, 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 Executive School Board and visitors stood and recited the Pledge of Allegiance.

IV. Introductions

Each member is listed in alphabetical order by locality.

Present:

Ms. Meredith Moses, *School Board*, Goochland County Public Schools

Ms. Heather Donbrosky, *School Board*, New Kent Public Schools

Mr. Kenneth Pritchett, *School Board*, Petersburg Public Schools

Ms. Kathryn Ricard, *School Board*, Richmond Public Schools

Dr. Beth Teigen, **Superintendent**, Powhatan County Public Schools

Dr. Max Smith, *Acting Director*, Maggie L. Walker Governor's School

Ms. Barbara Marshall, *Clerk*, Maggie L. Walker Governor's School

Mr. Lucas Veale, *Deputy Clerk*, Maggie L. Walker Governor's School

Others Present:

Dr. Lisa Williams, *Assistant Director*, Maggie L. Walker Governor's School

Ms. Ginger O'Neil – *MW Foundation*, Dr. Ben Nelson – *PTSA President*, Mr. Frederick Plaisted – *PTSA*, and

Ansley Plaisted – *Rising MLWGS Senior*.

Absent:

Dr. James Taylor, *School Board*, Powhatan County Public Schools

Not Required to be in Attendance:

Ms. Marchelle Hampton, *School Board*, Charles City Public Schools

Ms. Lisa Hudgins, ***School Board***, Chesterfield County Public Schools
Ms. Debbie Walwer, ***School Board***, Colonial Heights Public Schools
Ms. Mary Benjamin, ***School Board***, Dinwiddie County Public Schools
Mr. Bob May, ***School Board***, Hanover County Public Schools
Ms. Harwood Hall, ***School Board***, King & Queen Public Schools
Ms. Alicia Atkins, ***School Board***, Henrico County Public Schools
Ms. Linda Hyslop, ***School Board***, Hopewell Public Schools
Ms. Jill Andrews, ***School Board***, Prince George Public Schools

Dr. Dalphine Joppy, ***Superintendent***, Charles City Public Schools
Dr. Merv Daugherty, ***Superintendent***, Chesterfield County Public Schools
Ms. Haidee Napier, ***Superintendent***, Colonial Heights Public Schools
Dr. Kari Weston, ***Superintendent***, Dinwiddie Public Schools
Dr. Andrew Armstrong, ***Superintendent***, Goochland County Public Schools
Dr. Lisa Pennycuff, ***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
Ms. Yolanda Brown, ***Superintendent***, Petersburg Public Schools
Dr. Wayne Lyle, ***Superintendent***, Prince George Public Schools
Mr. Jason Kamras, ***Superintendent***, Richmond Public Schools

V.a Approval for Board Member(s) to participate in this Meeting Remotely

I. Quorum Physically Assembled

- A. The Regional School Board may conduct any meeting wherein the public business is discussed or transacted through electronic communication means if 1) on or before the day of a meeting, a member of the Regional School Board notifies the chair that such member is unable to attend the meeting due to a temporary or permanent disability or other medical condition that prevents the member's physical attendance or that such member is unable to attend the meeting due to a personal matter and identifies with specificity the nature of the personal matter; and **2) the Regional School Board approves the member's participation by a majority vote of the members present at the primary or central meeting location.**

No action was needed, and there were no requests for remote participation.

V.b Approval of Agenda

Meredith Moses requested to amend the agenda and made a motion to add a new business item regarding recruiting for two administrative aide positions. The motion to amend the agenda was seconded by Kathryn Ricard and was unanimously approved on a voice vote.

VI. Approval of Minutes

On a motion by Meredith Moses, seconded by Kenneth Pritchett, the minutes of the executive board meeting of May 15, 2025, were approved on a unanimous voice vote.

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.

The following remarks were submitted online by Seth Lichtman, Parent to Ally – Class of 2025 and Sam – Class of 2022.

As a parent who has been involved in the Music Boosters for all 7 years my children were in the school, most of the time as President, I got to interact with Max Smith in many settings and find it insulting that he was not given a chance to interview. He knows the school well and did a great job while Dr. Lowerre had been out on medical leave over the last several years. Whether he is the best candidate for the job remains to be seen, but how do you know if he is not being interviewed?

The following remarks were submitted online and also read in-person by Dr. Ben Pearson-Nelson representing the PTSA.

The Maggie L. Walker Governor's School (MLWGS) PTSA (Parent Teacher Student Association) held a meeting on Friday, May 30th, to update our membership on the MLWGS Executive Director search. The PTSA passed a motion at this meeting to request that Dr. Max Smith, the current Acting Director, be given the opportunity to interview for the position. Our understanding is that Dr. Smith did not meet a three-year as principal search committee requirement, so his application was not included in the pool of viable candidates. The PTSA requests that the three-year as principal criteria be modified to include a broader group of candidates with applicable experience, including Dr. Smith. After that meeting we learned that a second round of candidates was already underway and that two candidates were scheduled to interview early this week.

We would like to make the case for including the PTSA to a greater degree in the search process. We understand that a school community survey was meant to gather perspectives and inform the selection criteria for a new Director. However, many of our members are concerned that the general view expressed in that survey, that experience was valuable, led to the criteria that candidates needed three years as principal. Members expressed concern that their feedback was interpreted to mean that the current acting Director was not a viable candidate.

PTA members throughout our region serve as trusted advisors to principals, superintendents, and state representatives. We work directly in the schools and coordinate with parents, staff, and administration. What happens at our schools directly affects each of our families. We get continuous feedback and insight from students, parents, teachers, and administrators. We also serve each of these groups by providing information and insight. These relationships build trust and confidence that the school community is working together.

We are happy to support recruitment processes by working directly with committees charged with finding the candidates that best fit the job. Many of us have valuable experience with the recruitment process of school and district administrators. A PTSA representative that serves the recruitment process would provide valuable perspective and help serve as a bridge between the Regional School Board and the entire school community.

The following remarks were submitted via email by Dr. Ben Pearson-Nelson, representing himself.

My name is Ben Pearson-Nelson, and I am the parent of a rising senior at Maggie Walker. This is a personal statement, representing my views alone, and should not be interpreted as the position of any group I belong to. I would like to highlight the great work of our Acting Director, Dr. Max Smith.

I have served the school community in a variety of ways including volunteer work with the Parent Teacher Student Association, the Foundation, Music Boosters, and Athletic Boosters. I have built relationships with our students, our staff, and our administrators. In that capacity, I have worked closely with our Acting Director, Dr. Smith.

Dr. Smith has been an excellent leader for our school. He has led us through some of the most difficult challenges our school has faced. He has fostered an environment of inclusivity, valuing the contributions of parents, teachers, and staff. Dr. Smith recognizes the key role that each of these groups provides in creating and maintaining a well-run school. He has supported the vision of school leaders, helped us with his insights, and provided the resources that allow us to serve the school community. A good relationship between a principal and the school community makes the challenges we face much easier to overcome. Dr. Smith has done an excellent job building good relationships and helping our children reach their full potential. We are thankful for Dr. Smith's service, and we hope that we can continue to rely on his leadership and vision at Maggie Walker.

The following in-person remarks by Ansley Plaisted are summarized.

Ansley Plaisted, rising senior at MLWGS, rose to say it is her hope that Dr. Max Smith will be considered for the position as the next director of Maggie Walker Governor's School. Ansley feels Dr. Smith is very familiar with the exceptional MW community and environment, while someone who is not, may have difficulties.

The following in-person remarks by Frederick Plaisted are summarized.

Mr. Frederick Plaisted rose in support of Dr. Max Smith and believes he has done an exemplary job during the last school year under a very difficult situation. He has witnessed Dr. Smith's passion and energy to Maggie Walker Governor's School. He added that the path forward for each of us will require agility, creativity, dexterity, and experience. There are other skills that may be even more required because of what is happening in all of our landscapes, so he asks the board to consider allowing Dr. Smith to interview for the position and to earn the opportunity to have the director's position if that is the case.

The vice-chair thanked today's speakers.

IX. Consent Items

On a motion by Kenneth Pritchett, seconded by Kathryn Ricard, the following consent agenda items were unanimously approved as a slate on a voice vote: June personnel actions, fiscal status reports for May 31, 2025, and the donation report of May 31, 2025 [*no donations were recorded this month*].

X. Action Items

a. FY2025 Assignment of Reserve Funds (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 FY2011.

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. The assigned fund balance also includes any portion of the 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 are available for any purpose.

It is estimated that on June 30, 2025, the General Fund balance will be \$599,176.93 and the Capital Improvement Fund balance will be \$0.00.

I propose that by June 30, 2025, we move \$100,000.00 from the General Fund to the Capital Improvement Fund, which will bring the Capital Improvement Fund to \$100,000.00, leaving \$499,176.93 in the General Fund, \$378,738.00 of which will be assigned to the benefit reserve. That will leave a balance of \$120,438.93 in unassigned reserve in the General Fund.

Ms. Moses made a point of order, asking if the future security partition funding will be part of the roll-over to Capital Improvement, and should there be two votes for this action. Dr. Smith advised that there was only one bid received for this project, and it came in much higher than expected, so we may need to rebid the project. Only one vote will be needed today for the GASB 54 statement.

On a motion from Meredith Moses, seconded by Kathryn Ricard, the FY2025 assignment of reserve funds as recommended by the administration was unanimously approved on a voice vote.

b. Business Insurance Renewal with VACorp (Second Read)

MLWGS administration proposes the Regional School Board renew all non-medical insurance coverage with VACorp as of August 1.

	FY2025 Rates		FY2026 Rates
General liability, educator's liability, environmental liability, cyber, crime, business auto, equipment breakdown, property, increased limits, inland marine, and security risk management	\$26,620.00	General liability, educator's liability, environmental liability, cyber, crime, business auto, equipment breakdown, property, increased limits, inland marine, and security risk management	\$27,141.00
Worker's Comp	\$18,878.00	Worker's Comp	\$14,729.00
TOTAL	\$45,498.00	TOTAL	\$41,870.00
Dual Program Discount and Rate Credit	-\$1,496.00	Rate Credit	-\$503.00
TOTAL DUE	\$44,996.00	TOTAL DUE	\$41,367.00

Dr. Teigen made an inquiry on the level of coverage with VACorp for cybersecurity within this policy. The entire proposal was provided within the board packet, and upon checking, we saw it provided \$1million for this coverage.

Ms. Moses asked for an update on the recent FEMA designation (*notification below*). Dr. Smith asked Ms. Marshall to respond, as the person who received the correspondence on behalf of the school board. Ms. Marshall said the letter is dated May 28th and was just recently obtained, but also advised the board that the building has been subjected to flooding in the past, stating one entire side of the building, which included the PE and Math classrooms and the library, were once under about 12 inches of water. Dr. Smith will follow up with VACorp regarding if this designation will impact renewal rates and advise the board.



RE: Adoption of New FEMA Flood Insurance Rate Map – City of Richmond

May 28, 2025

Dear Property Owner,

We are writing to inform you of recent changes to the Federal Emergency Management Agency's (FEMA) Flood Insurance Rate Map (FIRM), which go into effect July 8, 2025. **Our records show that some or all of your property(ies) falls within a designated Special Flood Hazard Area (SFHA), commonly referred to as the 100-year floodplain.**

Background: FEMA updates the FIRM approximately every five years to reflect the most current scientific data on flood hazards, helping communities better understand their flood risks and make more informed decisions regarding safety, insurance and development. FEMA FIRMs impact floodplain management, insurance requirements and future development planning. Structures within the SFHA require flood insurance, starting July 8, 2025.

What to do: You are required to have flood insurance if you own a home or business in a Special Flood Hazard Area (SFHA) and have a government-backed mortgage. To see the new and old SFHA and search your property, see https://bit.ly/COR_FHMAmaps or scan the QR code. Note that structures shown are approximate and must be verified by property owners.



What outreach has been done? In 2021, FEMA released preliminary versions of the updated flood maps. Impacted properties were contacted via mail in summer 2023, and the maps were presented at public engagement meetings on August 1 and August 8, 2023. During these meetings, community members had the opportunity to review the proposed changes and ask questions to FEMA, Virginia Department of Conservation and Recreation, and City officials. City Council will formally adopt the new flood maps at its re-scheduled meeting on June 2, 2025, at 900 E Broad Street, 2nd fl, Council Chambers, Richmond, Virginia.

I'd like more information: The City will hold a public information meeting June 12, 2025 at 6 pm at Thomas B. Smith Community Center (2015 Ruffin Road). Department of Public Utilities – Water Resources is also available at 804-646-7586 to answer questions and provide assistance.

Thank you in advance for your attention to this matter.

Sincerely,



Jonét Prevost-White, CFM, Program & Operations Manager
Department of Public Utilities, Engineering Services – Water Resources

Cc: Scott Morris, Director – Public Utilities
Jeff McBride – Chief Deputy Director
Laura Bendernagel – Senior Deputy Director

On a motion from Kathryn Ricard, seconded by Kenneth Pritchett, renewal of business insurance with VACorp was unanimously approved on a voice vote.

c. RFP for Security Partition Installation (Action Tabled)

An RFP for [Security Partition Installation 2025](#) was advertised on mlwgs.com for sealed bids. A legal notice was also placed in the Richmond Times-Dispatch on Wednesday, April 20, 2025, and also ran through their online service.

Timeline:

On-site, scheduled viewing of proposed area: May 5-19, 2025 (Contact Mr. Jordan @ mjordan@gsgis.k12.va.us to arrange a visit time)

- Proposal Submission Deadline: June 10, 2025
- Contractor Selection: June 18, 2025
- Project Commencement: July 7, 2025
- Milestone Meeting (If necessary): July 30, 2025
- Project Completion Deadline: August 15, 2025

Dr. Smith reported only one contractor bid on this project, which was received on June 11th at a cost significantly higher than was anticipated. He asked for any assistance the board could provide with their contacts in purchasing.

Meredith Moses made a motion by to delay this item until August, seconded by Kenneth Pritchett, the board unanimously voted to table action on this matter until August to allow time to research if the project should be rebid or to proceed with the one contractor.

d. Amended AY2025 Budget Amendment (Waive First Read Requested)

This budget amendment is requested to comply with the General Assembly's spring 2025 action granting a one-time bonus of \$1,000 for teachers and SOQ-funded school staff. This bonus is part of a larger state budget allocation, which includes \$134.4 million for this purpose. The adopted FY2025 budget can be viewed [here](#).

REVENUE INCREASE:

4296	Gov's School-State Funds	Adopted:	\$11,895,952.00
		Amended:	<u>\$11,984,225.00</u>
		Difference:	\$ 88,273.00

EXPENDITURE INCREASES:

5124	Supervisors-Admin	Adopted:	\$ 375,758.00
		Amended:	<u>\$ 377,758.00</u>
		Difference:	\$ 2,000.00
5131	Teachers	Adopted:	\$4,554,377.00
		Amended:	<u>\$4,615,377.00</u>
		Difference:	\$ 61,000.00
5135	Librarian	Adopted:	\$ 94,276.00
		Amended:	<u>\$ 95,276.00</u>
		Difference:	\$ 1,000.00
5136	Counselors	Adopted:	\$ 310,760.00
		Amended:	<u>\$ 314,760.00</u>
		Difference	\$ 4,000.00
5138	Instructional Staff P/T - Other	Adopted:	\$ 196,916.00
		Amended:	<u>\$ 199,889.00</u>
		Difference	\$ 2,973.00
5146	School Nurse	Adopted:	\$ 71,222.00
		Amended:	<u>\$ 72,222.00</u>
		Difference:	\$ 1,000.00
5147	Psychologist	Adopted:	\$ 78,694.00
		Amended:	<u>\$ 79,694.00</u>
		Difference:	\$ 1,000.00
5149	Professional-Other & Ath Director	Adopted:	\$ 141,288.00
		Amended:	<u>\$ 143,088.00</u>
		Difference:	\$ 1,800.00
5154	Attendance/Clinic Aide	Adopted:	\$ 42,251.00
		Amended:	<u>\$ 43,251.00</u>
		Difference:	\$ 1,000.00
5156	Technical Other Systems Admin	Adopted:	\$ 220,265.00
		Amended:	<u>\$ 223,265.00</u>
		Difference:	\$ 3,000.00

5163	School Bookkeeper & Accounts Technician	Adopted:	\$ 144,142.00
		Amended:	<u>\$ 146,142.00</u>
		Difference:	\$ 2,000.00
5161	Secretaries	Adopted:	\$ 156,619.00
		Amended:	<u>\$ 159,619.00</u>
		Difference:	\$ 3,000.00
5191	Facilities Management	Adopted:	\$ 113,093.00
		Amended:	<u>\$ 115,093.00</u>
		Difference:	\$ 2,000.00
5198	Security	Adopted:	\$ 127,830.00
		Amended:	<u>\$ 130,330.00</u>
		Difference:	\$ 2,500.00

Ms. Ricard observed the document shows a difference of \$88,000, but the SoQ funding was in the area of \$83,000 from the DOE, leaving the gap [*payroll taxes*] to be covered by MW funding. She was correct in her math, per Dr. Smith.

Ms. Moses confirmed by questioning Dr. Smith that this bonus will be for current employees and those recently departing employment.

On a motion from Kenneth Pritchett to approve the FY2025 budget amendment proposal and waive first-read on this matter, seconded by Kathryn Ricard, the AY2025 budget amendment was unanimously approved on a voice vote.

XI. Director's Report

a. Verbal Update

THE MLWGS CLASS OF 2025

- As a class, they have performed a total of 41,169 community service hours. This is an average of approximately 212 hours per student.
- Arjun Majety (Henrico), Amya Seaborne (Petersburg), and Nikhita Saravanan reported volunteering over 1000 hours each with Nikhita serving 1628 hours.
- As a class, they have been offered over \$12.57 million in scholarships on May 14th, and that number continues to grow.
- The average GPA was 4.191.
- The average SAT score was 1356, and ACT is 30 (preliminary numbers; the official averages for this cohort will be released by the testing agencies in the fall).
- They are going to 69 different colleges, 124 are staying in-state, 67 are going out-of-state, and one is attending college outside the United States. One student is planning to take a gap year. Arjun Majety (Henrico) has been awarded an Air Force/Space Force ROTC Scholarship, and Tanvi Palavalas has been awarded an Army ROTC Scholarship.
- Eight were National Merit Finalists, and 42 received Commendations in the National Merit Program.

- Two were Presidential Scholar candidates; one of them was also named a Presidential Scholar Semifinalist.
- In total, the Class of 2025 was recognized with 355 honors, awards, and scholarships!
- Note: The board could notice that the average GPA, SAT, and ACT are down slightly, but it's important to remember that this is the class that lost half of their in-person middle school experience to the pandemic and many came to us after not being in in-person school since the middle of 7th grade. This is also the class that did not have admissions testing. Despite this, the Class of 2025 has also had some of the most extraordinary accomplishments of any class to date. A full list of college outcomes and where students are attending will be sent to gifted coordinators by the end of the week.
- Also: One student will graduate over the summer.
- Additionally, while our school does not rank, it may be noteworthy that (*redacted for confidentiality*) finished with a 5.06 – a number that has not been achieved since our records began.
- **Regional School Board approved international student travel: 1) Peru** – June 5 through June 16 with Ms. Celie Boswell, **2) the German Exchange** June 17 through July 3 with Ms. Kristen Macklin, and **3) France** – June 29 through July 6 with Ms. Madeline Patural.
- **Summer Building Activities and Projects:**
- Two summer camps with Cadence Theater:
 - o Two summer camps with Cadence Theater: (Candace Hudert, our Tech Theater Lead, is helping coordinate the camp performances in our auditorium).
 - ♣ Camp 1 – June 16th – June 27th, Jammin in June with performances of Winnie the Pooh and Newsies, Jr.
 - ♣ Camp 2 – July 7th – July 18th, Jammin in July with performances of Seussical Kids and Mean Girls, Jr.
- **The policy committee** will review the May VSBA updates for board first-read in August.

Technical edits have been started to all existing policies that will not require board review to change the director title within each policy to the executive director. Due to the scale of this work, it may take several months to complete.
- **Finance** will be busy closing out FY25 and starting FY26 with initial textbook orders and supplies.
- **Human Resources** will be processing new employees into payroll and benefit systems. VRS and insurance groups will be updated with new salaries. The Staff Handbook and Staff Resources website will also be updated.

- **MWtech** is working on:
 - General User Account Management
 - General System Review
 - Inventory - Update, Repairs and Surplus
 - New Data Center (Server and SAN hardware upgrades)
 - Network system (version and firmware updates for firewalls, edge switches, wireless access points and wireless onboarding/management)
 - Onboarding 2 new technology department hires
 - Preparations for the new 1:1 Initiative for the Class of 2029
 - AUP and Device Loaner Policy Review
 - Device builds and testing
 - Content Filter testing
 - Deployment planning
 - Freshmen Orientation planning
 - Preparations for August PD for Staff
 - Preparations for new general staff hires and workroom moves
 - Strategic Planning Review
 - CIP Planning
 - Online Testing Review
 - 2025 Staff App Survey Review
 - Supporting Online Econ and Personal Finance Courses
 - Technology Integrator Meeting for Fall events
 - VOIP phone system (firmware updates)
 - Website Maintenance and Review
- **Department of Education** web-based materials will be updated, including the school operating schedule and contact details, and the administrative manual.
- **Counseling** will receive records from the home divisions on incoming freshmen for updates in the MLWGS database. Student scheduling is still being tweaked and SOL scores will be updated.
- **MW Security** is working on:
 - Still working to implement a new ID Card System (Tech)
 - Implementing new parking placards
 - Working on updating graphics for the marquee (Impact Cloud)
 - Working on 2 SSO recertifications (Smith and Jordan)
 - Updating the Threat Management processes (Erin Ortiz)
 - Managing the new Security partition construction
- **The Facility Department** will be busy on summer maintenance items, including cleaning and lubricating rooftop units, painting and repairs to classrooms and furniture, replacing damaged ceiling tiles, and replacing lighting as needed.

- Installation of new athletic scoreboards will be performed both in the gymnasium and on the athletic field.
- Replace roof above Bluestone (Baker Roofing).
- Coordinate with the athletic department to have gym floor resurfaced.

- Coordinate with the tech department to have Wi-Fi capabilities extended to the athletic field.
- Fix and/or replace lights and ceiling tiles where needed in classrooms, offices, and hallways.
- Repair and paint walls in several rooms and offices.
- Fix or replace all broken student chairs.
- Replace door closers on multiple doors throughout the building.
- Coordinate with security and add "prop open" door alarms to several areas around the building.

- **The Sanitation team** will perform its annual deep clean and floor waxing of the entire facility.

- **College Boot Camp for seniors will be held August 4th - 6th** with two sessions each day, 9 am–noon, and 1 pm–4 pm.

- **Walker Way Welcome Day** is open to all freshmen. Walker Way Welcome Day will occur on Monday, August 11th, the day before freshman orientation. This event for incoming freshmen is a “fun” time for students to meet each other and make new friends in Freshman Advisory groups and explore and understand Maggie L. Walker Governor School’s values. Freshmen will attend workshops that focus on the four pillars of the Walker Way: courage, compassion, community, and collaboration. These pillars align with our focus on school culture and wellness and with the goals of the Freshman Advisory curriculum.

- **Reopening of School Preparations:**
 - Department Chairs return on July 31st
 - Fall athletic season begins August 4th, student try-outs and practice starts
 - New Teacher Academy on August 6th
 - Teachers return on August 7th
 - Walker Way Welcome Day (above) on August 11th (description above)
 - 9th Grade Orientation Day is scheduled for August 12th
 - Faculty professional development is scheduled for August 8th and 13th
 - Instruction for students begins on August 18th.

Ms. Donbrosky asked if MW has an AI policy in place or is one in the works? Dr. Smith responded, yes, that one is in the works. He stated that the teacher’s August PD will include a keynote speaker who is nationally renowned on this subject, with both positive uses and deterrents. Dr. Williams added that our team is really excited about our speaker, who will talk about ways technology can help and hinder, but what it cannot do is duplicate creativity, curiosity, and community. Adding, as Dr. Smith shared, we had many cases this year of honor code violations, so we plan to hold a town hall meeting to address AI and the honor code, while continuing to focus on this matter all year.

Ms. Donbrosky asked if there would be anything in the policy that will help students and parents know what would be an acceptable use of AI? Dr. Williams shared that she and Ms. Connie Hill, Honor Council sponsor, held a book discussion on this topic last year, but they will continue to work together this upcoming year to design activities for the Honor Council members to present to the students.

Ms. Ricard asked to know who the AI speaker is. Dr. Williams did not immediately recall the speaker's name. stating Lynn Reed, MLWGS math teacher, procured this renowned speaker for us. Dr. Williams will provide board members with a bio via email. Meanwhile, Dr. Smith looked up the speaker and announced that it is Dr. Lew Ludwig of Denison University. [*Lew Ludwig, a mathematics professor and faculty developer, counsels instructors on innovative teaching methods for utilizing generative AI.*] Ms. Moses requested an invitation for board members to this speaker's August presentation.

b. Coming Events June – August 21st, 2025

Thursday, June 5 th – Monday, June 16 th	Board Approved Student Travel to Peru with Ms. Celie Boswell
Wednesday, June 11 th	National Scholastic Art Awards Ceremony at Carnegie Hall
Thursday, June 12 th	Executive School Board Meeting, 9:00 am, Room 153
All of June	The Gymnasium is Closed for Floor Resurfacing (all month)
Monday, June 9 th – July 25 th	Summer Operating Hours, M-Thur, 7:30 am – 5:30 pm. Closed each Friday.
Monday, June 16 th – Friday July 27 th	Cadence Theater Summer Camp #1 of 2. 8:15 am – 3 pm daily. Black Box, Commons, + 2 classrooms, occasional use of Auditorium.
Tuesday, June 17 th – Thursday, July 3 rd	Board Approved Student Travel for the German Exchange with Ms. Kristen Macklin
Thursday, June 19 th	MLWGS Staff Holiday - Juneteenth Holiday (Cadence Theater is Open)
Thursday, June 26 th – Friday, June 27 th	Cadence Theater Evening Performance @ 6:00 pm, Auditorium
Saturday, June 28 th – Sunday, July 6 th	Board Approved Student Travel to France with Ms. Madeline Paturel
Thursday, July 3 rd	Holiday – Office Closed
Monday, July 7 th – Tuesday, July 8 th	Senior Portraits by Lifetouch/Prestige, 8:00 am – 4:00 pm, Commons
Monday, July 7 th – Friday, July 18 th	Cadence Theater Summer Camp #2, 8:15 am – 3 pm, Black Box, Commons, + 2 classrooms, occasional use of Auditorium.
Wednesday, July 9 th	New Resident Testing, 9:00 am, Room 153
Thursday, July 17 th – Friday, July 18 th	Cadence Theater Evening Performance @ 5:30 pm, Auditorium
Monday, July 28 th	Normal Operating Schedule Resumes
Thursday, July 31 st	First Day for Department Chairs
Monday, August 4 th	Fall Sports Begin
Monday, August 4 th – Wednesday, August 6 th	College Boot Camp for Rising Seniors, two sessions daily, 9:00 am – 12:00 pm and 1:00 pm – 4:00 pm.
Wednesday, August 6 th	New Teacher Academy, 9:00 am – 3:30 pm, Room 153

Thursday, August 7 th	First Day for Teachers
Friday, August 8 th	Professional Development for Faculty
Monday, August 11 th	Walker Way Welcome Day for freshmen, 8:30 am – 2:00 pm
Tuesday, August 12 th	Freshman Orientation, 8:30 am – 3:00 pm
Wednesday, August 13 th	Professional Development for Faculty
Monday, August 18 th	Instruction of Students for AY2026 Begins
Thursday, August 21 st	Regional School Board Meeting, 9:00 am, Room 153

c. Annual Field Trip Report to the Board for AY2025

Presented for board information required by policy 4006.

MLWGS Field Trip Report 2024 - 2025

Date:	Organization:	Sponsor:	Location:	Purpose:	~Student Cost
9/6/2024	Yearbook	M. White	Chesterfield Technical Ceenter	Yearbookworkshop	\$0
9/23/2024	Photojournalism	G. Stinnett	Blueride Tunnel & Carter Mt. Orchard	Documentation	\$0
9/24/2024	We the People	S. Ulmschneider	VA Museum of History & Culture	VA constitutional histyory	\$0
9/24/2024	Wilderness Seminar	A. Rotche	Shenandoah National Park	Hiking in the wilderness	\$0
10/1/2024	Spanish Conversation	R. Bradner	Abuelita's Mexican Restaurant	Order and engage in conversation in Spanish	Cost of food
10/8/2024	Drama	J. Revell	VCU	Watch a performancee	\$15
10/12/2024	AP Spanish Literature	A. Lemco	Dominion Energy Center	Don Giovanni opera performance	\$25
10/13/2024	AP Spanish Literature	A. Lemco	Dominion Energy Center	Don Giovanni opera performance	\$25
10/16/2024	US History	R. Cross	Richmond Slave Trail	Observe how the economy of RVA changed	\$0
11/18/2025	MENA Seminar	R. Cross	Library of Congress		\$0
11/25/2024	Engineering Class	H. Kemmerly	VCU BME Dept.	Explore the field of BME	\$0
12/6/2024	Fine Arts Dept.	J. Hall, D. Utterback	Smithsonian Museum, DC	To study arts & architecture of DC	\$35
12/9-10/2024	We The People	S. Ulmschneider	National Constitution Cntr, PA	To study the constitution	\$0
1/28/2025	Admin	Aparna Harger	University of Richmond	Diversity Dialog Day	\$0
1/31-2/3/2025	Young Psysicists	B. Gooss	Rye, New York	USA Young Psysicists Tournament	\$307
2/10/2025	AP Spanish Literature	A. Lemco	VMFA	Analyzing art as related to a theme	\$0
3/5/2025	AP Lit	K. Sheppard	American Shakesphere Theatre	King Lear performance	\$26
3/10/2025	Japanese Exchange	Y. Eshita	VMFA	Guide Japanese Students around RVA	\$0
3/12/2025	Japanese Exchange	Y. Eshita	Science Museum & Skate Nation	Guide Japanese Students around RVA	\$0
3/27&28/2025	Sabermetrics Seminar	D. Benesh	Cooperstown, NY	Research	\$425
3/27 & 28/2025	MENA Seminar	R. Cross	Kingdom of Morocco	Study the culture	\$1,400
4/4-6/2025	Japanese Class	Y. Eshita	Jhopkins SAIS, Washington, DC	Competing in Japan Bowl	\$0
4/24 -26/2025	Wilderness Seminar	A. Rotche	George Washington National Forest	Hiking, Climbing, and camping	\$0

d. Annual Student Wellness Report to the Board for AY2025

Presented for board information required by policy 4075.

To Chairman Taylor and Members of the MLWGS Regional School Board,

On behalf of the MLWGS Wellness Committee, I submit this report outlining the work of the committee during the 2024-2025 School Year.

Review of Practices

The MLWGS Wellness Committee continues to follow the model used by Goochland County

Public Schools (GCPS). The Goochland model employs the CDC Healthy Schools model program, “Whole School, Whole Community, Whole Child” (WSCC) to take an inventory of what GCPS was doing that would fall under the ten components of WSCC.

Within each component, we identified MLWGS practices that benefit the health and wellness of our students, faculty, and community. Examples of applicable practices this school year include:

Health Education

- Health/PE 9 and 10
- Mindfulness Month endorsed and organized by Bring Change 2 Mind (club)
- Signs of Suicide training for all 9th and 11th-grade students annually
- Four-session Mind and Body Awareness for Better Wellbeing in AP Psychology
- One-on-one meetings with students in consultation with the nurse and school social worker to discuss health issues and provide recommendations, as well as follow up
- Dragon Advisory pilot content included proper sleep habits
- Nurse Shapiro obtained Physiology First certification - continues to educate students and gives occasional presentations to students and staff or educational offerings such as breathwork classes.
- Planned enhancements for 2025-2026
- Health/PE 9 - students will be required to take at MLWGS either in person or online (this requirement and the online option were new in 2024-2025)

Nutrition Environment and Services

- Free in-school meals for qualified students
- Healthy choice meals are available at all meals
- Healthier options are available in vending machines
- Dragon Advisory pilot content included proper nutrition
- Exploring alternatives for providing lunch, such as partnering with other schools such as Richmond Public Schools and researching whether we can qualify for at least partial reimbursement through federal funding

Employee Wellness

- Flu and COVID vaccine clinics for staff
- COVID-19 testing when needed for employees
- COVID-19 home test kits provided for staff and students as needed
- In-house TB risk assessments for all new staff
- In-house CPR training
- AED equipment remains available on all three floors of the building as well as on the outdoor track and portable unit for sports off campus.
- PTSA funded chair massages for teachers twice during the school year
- One-on-one meetings with faculty and staff members in consultation with the nurse and school social worker to discuss issues and provide recommendations/resources
- Revise & expand teacher mentorship program developed by teachers for teachers
- Reimbursement for up to \$50 per employee for wellness activities/resources

Social and Emotional School Climate

- Periodic mindfulness programs and ongoing access to mindfulness room

- Partnered with participating school divisions to provide on-site grief support and remembrance activities following the death of Drew Austen (physics teacher) in January and the death of Director Dr. Bob Lowerre in February
- Collaborated with Caring Canines, GCPS Crisis support, and RPD Mounted Patrol to provide therapy and crisis dogs as well as an afternoon with a horse, respectively
- Opportunities for ongoing and/or acute sessions with the school social worker
- Implemented a schoolwide Civility Statement, Student Advocacy Flowchart, and guidelines for costumes, assemblies, and political activity
- August 2024 PD session with VCIC on school culture and climate
- Training for student leaders with VCIC on Building Skills for Constructive & Inclusive Dialogue
- Participated and invested in off-campus conferencing and retreat opportunities for cohorts of students with VCIC
- Monthly staff social activities organized by the Teacher Welcome subcommittee
- Opt-in secret pal partners for monthly exchange of gifts and affirming notes
- Periodic staff affirmation activities organized by administration, including “Wellness Wednesdays”
- Warm welcome each morning by our security team who play jazz or other instrumental music from a Bluetooth speaker at the entrance from the student parking lot
- PTSA facilitated several additional community socials during the school day that included lunch for all staff
- SCA planned an additional spirit week to conclude the instructional year with a school and staff wide popsicle social on the last day of class
- One Small Step program - extracurricular spring program & integrated program in non AP U.S. government - to promote active listening and foster connection among students
- with policy/political differences
- Dragon Advisory pilot content included time management, healthy competition
- Collectively, MLWGS 101 Foundations and Dragon Advisory pilots allowed more time for freshmen to make connections with their classmates
- Administered two freshman surveys about inclusion and belonging to inform mentor development and changes to Dragon Advisory content
- MLWGS received an AP Computer Science Female Diversity Award from the College Board
- Implemented a tiered transition to bell-to-bell school day by communicating and enforcing smartphone-free classroom policy
- Utilizing Anonymous Alerts reporting system
- Planned enhancements for 2025-2026
- Continue transition to bell-to-bell smartphone-free school day
- New course: Spanish for Heritage Speakers

Physical Environment

- HEPA filters remain in classrooms as well as offices and larger school spaces
- Ongoing Contract with building custodial company
- In process of replacing HVAC units on the roof; RTU 2 scheduled for 2026
- Planned enhancements for 2025-2026
- Installation of laminate glass security partition in the Bluestone Lobby

Health Services

- Concussion Return to Play program (VCU)
- Ongoing partnership with VCU Sports Medicine
- Emergency Narcan is now stocked in-house in the clinic, trainings will be completed
- Planned enhancements for 2025-2026
- Install health emergency box on the 2nd floor

Family Engagement

- Continued to consult with community-based providers to support students returning to school from hospitalization
- Students, parents, and teachers participated in online discussions in September related to The Anxious Generation (book) and the livestream of author Jonathan Haidt's talk with the First Lady of Virginia, Suzanne S. Youngkin
- Teacher-parent discussion about Mindset: The Psychology of Success (book)
- PTSA MLWGS Advocacy and Public Education in Virginia at the 2025 General Assembly
- Communications to families regarding political activity and immigration resources
- Planned enhancements for 2025-2026
- Town Hall to discuss honor and integrity

Conclusion

Thank you for your support of the MLWGS Wellness Committee and for your care and attention to the health and welfare of all students who attend Maggie L Walker Governor's School.

Sincerely,
Wellness Committee
Maggie L. Walker Governor's School

Dr. Smith discussed a possible food service bidding procurement this summer, as the current vendor has provided this service to the school for many years now, and we would be interested in exploring options if they are available. While the vendor has provided good service, for an independent contractor, it is very hard to provide nutritious foods and contain rising costs. He added, Dr. Nichols suggested a division may be willing to take on our food service, similar to how CodeRVA food is supplied by Henrico Schools.

Dr. Teigen mentioned one of the board members on a different board that she serves on is interested in getting a foothold into school food services and she will be happy to give him that contact information.

e. Annual Fund-Raising Report (Policy 4031)

As required by Policy #4031 - The director makes an annual report to the Regional School Board on food-based fundraisers.

2024-2025 Fundraising Report to the School Board

Name of Club	Sale date	Item	
Class of 2027	10/9-10/11	Ice Cream	3
TSA	10/31/2024	cotton candy	1
Japanese HS	11/6/2024	Veg. Buns	1
MENA	11/8/2024	Food Sale	1
Class of 2028	11/14-11/15	Hot Cocoa	2
Model United Nations	11/20-11/22	Hot Cocoa/Brownies	3
FCA	12/4-12/6	pancakes	3
TSA	12/18-12/19	cotton candy	2
Baking Club	12/17/2024	baked goods	1
Model United Nations	12/18-12/19	hot cocoa	2
Baking Club	2/24/2025	baked goods	1
Model United Nations	2/26-2/27	brownies	2
Model United Nations	3/3/2025	cookies	1
MuAlphaTheta	3/3-3/7	pies	5
Baking Club	4/14/2025	baked goods	1
Total days			29

f. GS Foundation FY2026 Enhancement Grant Information

This AY2026 Enhancement Grant request was submitted to the Governor's School Foundation for the 2025-2026 school year and approved by the Foundation Board at its May meeting. It reflects a decrease from last year's (AY25) approved request (\$239,000 > \$200,000), which is distributed between teachers' and students' needs.

This year's request is based on what was actually used last year and requests placed by teachers for next year. One factor in the lowering of the request is that the administration has changed how student financial aid for travel is allocated so that it is better targeted to families with expressed or documented need, versus used to subsidize all students on trips as had been the practice for many years. This report is presented for board information annually.

MLWGS FY26 Foundation Request	
Approved by Foundation Board 2/26/25	
TEACHERS	
GRADUATE COURSEWORK (GC)	\$12,000.00
PROFESSIONAL MEMBERSHIPS (PM)	\$20,000.00
CONFERENCES/WORKSHOPS (CON)	\$4,000.00
TEACHERS TOTAL	\$36,000.00
STUDENTS	
CLASSROOM/INSTRUCTIONAL ENHANCEMENTS (IE)	\$5,000.00
ACADEMIC CLUBS AND TEAMS (AC)	\$25,000.00
STUDENT AID (SA)	\$25,000.00
WE THE PEOPLE (WTP)	\$20,000.00
MILITARY HISTORY SEMINAR (MH)	\$6,000.00
MONEYBALL: THE HISTORY AND SABERMETRICS OF BASEBALL SEMINAR (BS)	\$15,000.00
MATH MODELING (SABR Analytics) (MM)	\$15,000.00
JANE AUSTEN AND HER CULTURAL LEGACY: FROM REGENCY ENGLAND TO MODERN MEDIA SEMINAR (JA)	\$12,000.00
GENDER AND CULTURE IN THE MIDDLE EAST AND NORTH AFRICA SEMINAR (MENA)	\$15,000.00
VIKINGS: RAIDERS, TRADERS AND SETTLERS SEMINAR (VS)	\$12,000.00
OTHER STUDENT TRAVEL (OST)	\$14,000.00
STUDENTS TOTAL	\$164,000.00
TOTAL FOUNDATION REQUEST	\$200,000.00

g. Polling Place Election Agreement June 17, 2025

The executed agreement is new as required by the City of Richmond and was presented for board information. The MOU was provided in the board packet.

Ms. Moses asked how elections impact instruction when students are in session, but Dr. Smith indicated to her that it does not impact students at all, as they are not in the building on those dates.

XII. Unfinished Business

a. Strategic Plan Implementation Report

The Strategic Plan matrix update is located at the end of these minutes.

Updates highlighted by Dr. Smith are:

1.4.2: Our PD focus for the 2025-2026 will be on generative AI. A keynote speaker has been scheduled for August, preparations for workshops are underway, and resources have been identified.

2.1.7: The MLWGS101 Subcommittee will be meeting over the summer to discuss pacing, content, and curriculum. Several meetings occurred in May to identify key areas of change between the pilot year and year two.

3.2.1: MWTech is working on a solution to give teachers viewing access for deposits and expenditures on Student Activity Funds that they have signing status for. This will increase fiscal responsibility for clubs and activities at the sponsorship level.

There were no questions from the board.

XIII. Items for Board Review and/or Discussion

a. Annual Authorization of DOE Signatures 2025-2026 (First Read)

At the August 2025 meeting, the executive director will request that the Executive School Board choose Dr. Max Smith as the designated signature when the executive director is unavailable for the Department of Education.

b. Annual Certification of the MLWGS Crisis Manual 2025-2026 (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 the review has taken place no later than August 31 of each year to the Virginia Center for School Safety VCSS.

The existing Crisis Plan was originally approved by the Regional School Board on August 21, 2008. The updated manual will be available for Board viewing at the August 2025 meeting. Unless otherwise noted, updates generally reflect personnel changes and vendor contact updates.

Approval will be sought at the Board's August 2025 meeting.

c. 2025-2026 Student Handbook (*First Read*)

Updates to the student handbook will be provided in August, and changes highlighted in the document. The handbook is currently under construction for AY2026.

Approval will be sought at the Board's August 2025 meeting.

Ms/ Ricard asked [*at the conclusion of this section, XIII.e, but inserted here for logic*] if any other significant changes were being drafted beyond AI matters. Nothing else came to mind for Dr. Smith, but Dr. Williams stated there will be a renewed focus on civility and what it means, and we may look to incorporate it into the handbook.

Ms. Moses wanted to know how the cell phone ban would impact MW students. Dr. Smith advised over the summer policy will be drafted to carve out an exception for education settings. He added, the transition to move away from cell phones has been easier than was anticipated.

d. Health and Dental Benefit Rates 2025-2026 (*First Read*)

Renewal rates are typically updated in August. The Regional School Board will be asked to review and approve new rates at their August meeting.

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, 2025.

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

Dr. Smith is anticipating approximately an 8% increase over our current rates. Ms. Moses inquired if cheaper rates would be available by aligning with a division. Dr. Smith responded that we had tried that several years back, but no one was receptive at that time. Dr. Tiegen said 8% is a lot and that Powhatan's was almost 0% but they are on a State plan. Dr. Teigen suggested asking the broker to investigate the State plan options.

e. International Trip Proposal to Spain, 2026 with Alecia Nichols (*First Read*)

INTERDISCIPLINARY TRIP PROPOSAL

**SPONSOR: ALECIA NICHOLS
INTERNATIONAL LANGUAGES DEPARTMENT FACULTY
SPAIN, JUNE 15-24, 2026**

This ten-day trip will include stops in Madrid, Toledo, Granada, Sevilla, Cordoba, and Barcelona.

The students will have the opportunity to interact with locals and gain exposure to the unique Castilian dialect of Spanish, as our private tours will be 50-75% in Spanish, and only 25-50% in English. Second, the content of the tours will highlight the interactions between the ideologies of the three major Abrahamic religions as manifested in architecture, art, cuisine, and customary practices such as bullfighting and flamenco dance. Specifically, we will visit Spain's most famous cathedrals, synagogues, and mosques as well as the neighborhoods claimed by each ethnoreligious community while also engaging in hands-on cooking and art workshops.

Estimate per Student Cost (15-20 students): \$5,226.00
Chaperones TBD

Approval for this new trip proposal will be sought at the Board's August 2025 meeting. Ms. Nichols will be present at the August meeting to answer board questions regarding the details of this trip before approval of this proposal.

XIV. Information

- Finance Committee Minutes June 6, 2025
- Adieu to the Retirees of MLWGS
- May Department Highlights: Health & PE, Facilities, Engagement, Mentorship, and Security
- Richmond-Area Students (Saket Sambaraju, '26-Henrico) Create Cancer Detection App
- Three MW Students Recognized as Student Visionaries of the Year by the Leukemia & Lymphoma Society
- MW Finalist at the VHSL Film Festival
- MW Band and Orchestra earn VA Honor Program Distinctions
- Scholar-Athlete of the Week, May 12 -Lily Stemhagan, '25-Richmond, Softball
- Scholar-Athlete of the Week, May 19-Kaci Johnson, '25-Goochland, Soccer
- Scholar-Athlete of the Week, May 27-Camden Ennis, '25-Chesterfield, and Leo Chenoweth-'25-Richmond, Track & Field

XV. Closed Session

The vice-chair read the following statement:

Do I have a motion to enter closed session in accordance with Section (§) 2.2-3711 and/or 2.2-3712 of the Code of Virginia, the Virginia Freedom of Information Act, and specifically under Subsection No. 1. - Discussion, consideration or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining or resignation of specific public officers, appointees or employees of the School Board.

Meredith Moses made a motion to enter into a closed meeting at 10:14 am, seconded by Kathryn Ricard, and was unanimously approved on a voice vote.

The vice-chair stated the motion had carried and the board is now in closed session. The recorder was turned off, and anyone who was not a board member left the meeting.

Return to Open Session

Heather Donbrosky made a motion to enter into an open meeting at 10:50 am that was seconded by Meredith Moses and unanimously approved on a voice vote. The vice-chair stated, “The board is now back in open session.”

XVI. Certification of Closed Meeting

The vice-chair read the following statement:

“Now, therefore, be it resolved that the Regional School Board hereby certifies that, to the best of each member’s knowledge, (i-**one**) only public business matters lawfully exempted from open meeting requirements, and (ii-**two**) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the meeting. Any member of the Regional School Board or committee who believes that there was a departure from these requirements shall so state prior to the vote, indicating the substance of the departure that, in his or her judgment, has taken place.”

The vice-chair asked if any board members believed there was a departure from these requirements. No board members indicated they believed there was a departure from the stated requirements.

Meredith Moses made a motion to certify the closed session, seconded by Kenneth Pritchett, and was unanimously approved on a voice vote.

The vice-chair called for the clerk to record a roll call vote for the closed meeting certification.

Meredith Moses	Aye
Heather Donbrosky	Aye
Kenneth Pritchett	Aye
James Taylor	Absent
Kathryn Ricard	Aye

Closed Session Action

No actions requiring notification or voting were conducted during closed session.

XVII. New Business

• Executive Director’s Search Update

Dr. Teigen called for a special closed session of the full Regional School Board next week to bring forth a candidate for the position of Executive Director for Maggie L. Walker Governor’s School.

She committed to work with the clerk after the conclusion of this meeting to determine a date and time, along with required notifications.

- **Audit Status Update**

Dr. Smith reported he has been working with Richmond Public Schools [RPS] and with Angela Anderson [RPS] to try to get all of the materials needed by Cherry Bakaert to close out FY2022. Cherry Bakaert has not yet agreed in writing to take on our audits for 2023, 2024, and 2025. He asked Ms. Ricard, our RPS board member, if there were any updates from the RPS side on the status of the updates.

Ms. Ricard responded, Ms. Bragga [RPS] had emailed her [Ms. Ricard] on Monday, as a follow up knowing that we were meeting today. Ms. Bragga said, as of Monday, she had not heard back, but she would provide an update as soon as she does about their capacity to complete the remaining audits for 2023, 2024, and 2025. She also said that for 2022, the group had talked about some data that was still needed. Dr. Smith agreed, both our side and RPS are working in order to close 2022. Hopefully, we will be able to present an audit to this body sometime in either August or September. As we work through 2022, Dr. Smith requests confirmation from Cherry Bakaert for 2023, 2024, and 2025.

Dr. Smith thanked Ms. Ricard for her involvement in the matter and also thanked RPS's determination to ensure Cherry Bakaert is doing their level best to get us up-to-date with audits. This has been an issue for many years, and he appreciates her direct involvement.

Ms. Ricard concluded, RPS apologizes for the delay, and we would love to stay with Cherry Bakaert because then we don't have to go out for procurement again, which is why we've been trying to get them to do these audits. But if they're not committing to the outstanding audits, then we will have to go out for procurement, which will unfortunately delay it again, but the school district very much wants to get these done so that if Henrico is still willing to be the fiscal agent, we can turn it over.

- **Personnel –Administrative Aide Positions AY2026**

Ms. Donbrosky advised members that it was brought to the attention of the RSB Chair [Dr. Taylor] that there are two postings for administrative aides. She added, Dr. Taylor reached out to Dr. Smith about this issue, and Dr. Smith confirmed they had spoken.

Continuing with Ms. Donbrosky, she said there was a concern about the nature of these administrative aides and whether or not that was something that had been approved or if it needed to be approved. She thought she remembered the board approving an action when aides were hired earlier this year to cover needs and provide assistance in Dr. Lowerres' absence and after his passing. I think there was just some concern as to whether or not that was intended to be permanent or two permanent positions moving forward.

Dr. Smith stated, I'll summarize my conversation with Dr. Taylor from yesterday afternoon, which I followed up this morning with additional details. Two positions were created as interim until the end of the year built into the budget under 5124 [Supervisors-Administrative], to be able to continue two administrative aide positions, the reason being that we were hoping to broaden and

expand the administrative aide responsibilities, not just be used for athletic coverage, but to also help us with our increased discipline load, as well as help with professional development, some of our recruitment events, admissions testing, dual enrollment coordination; these are all responsibilities that would help Dr. Williams and I and the new executive director to be more present in classrooms for observations, to be involved in evaluation and coaching to a greater degree, be able to attend team meetings more frequently, and to give us some support. The budget would be able to accommodate under 5124 two administrator aides, but at the time we were approving that budget, it was based on what Dr. Lowerres' salary was, but if the new executive director is going to be brought on at a higher rate, then we would have to revisit. Dr. Taylor encouraged us to slow the process down a little bit in order that we could get input from the new executive director as to whether he or she felt that was needed for doing this expanded role that we're looking to do in order to be more present and visible around the campus and around classrooms.

Dr. Smith stated he had difficulty finding out what it is that our divisions compensate their administrative aides and asked the board if anyone was aware of that information, and could it be sent to him, as it's not necessarily something that he can Google in order to find out. We were looking at schools that were comparable in size, such as Goochland and Powhatan High Schools, but we weren't sure if those schools utilized administrative aides for things like some of the discipline load or some of the after-school events. Dr. Teigen said in Powhatan, and possibly other divisions as well; however, there could have been changes in the other divisions so she didn't want to mention their practices, but in Powhatan, the administrative aides, if we had any, are teachers that are going back for their administrative endorsement and are doing the work for their hours for practicum and so on, so there they are not compensated. It just provides them with more knowledge when they go for interviews. We call it an administrative aide, but it's a practicum.

Dr. Williams added to the discussion, saying she contacted a principal in Chesterfield, and he indicated that Chesterfield uses Deans of Students and they are compensated as teachers with their regular pay plus ten days. Adding, as Dr. Smith indicated, we've grown and changed so much in the past five years, this is another opportunity for us to continue to grow. We have the two people who served as administrative aides last year, one has a doctorate in educational leadership, the other has a master's in educational leadership and is endorsed in administration, so they are already bringing a level of expertise to us that really would enhance what we are able to do every day. I don't think you can ignore that. Nobody else in the building has a doctorate in educational leadership except for us, and there's only one other person who is certified as an administrator. So there's no need for training. They know our school; they know our mission. They are able to help us in unique ways to help us continue to grow, and so their compensation...we're trying to figure it out, how will we compensate them? Their positions are unique, but we looked at the way that we compensate department chairs, and we did some research on what other aides made in the past, but that was like twenty years ago, when they were employed here as administrative aides. I think that Dr. Smith and I's roles continue to evolve; this is another opportunity for us to grow that we're able to do with the budget as it stands right now. So, I would like serious consideration for this not just to cover games as Dr. Smith said, but for these two people who served last year can continue on with helping us serve under our mission.

Dr. Smith stated we [*himself and Dr. Williams*] considered having the two people who had very successfully finished this job last year continue in these roles, but we got the feedback from our

leadership team that this needed to be re advertised as this was something that others might be interested in, in order to have full transparency on it.

“I am a little confused, though,” said Ms. Moses, because I don't think ... or maybe I'm mistaken or not paying enough attention in meetings, but I don't think that the board approves new positions. I think that's up to the superintendent. I know it's a weird situation because you're not a superintendent, but you are a director, so the day-to-day falls to you, right?” Both Dr. Teigen and Mr. Pritchett answered her, stating new positions are approved by the board; that is what boards do. Ms. Moses followed, “Isn't it the person we approve, not the position?” Mr. Pritchett stated, if it's a brand new position the board approves it, and also if it's a change to the budget, that action needs to come back to the board for approval, and he was thinking this action is going to change the budget; although Dr. Smith confirmed these would not be full-time positions, but additional stipends for existing full-time employees. Mr. Pritchett's concern again fell on the budgetary impact, saying this was not brought to the board before they approved the budget [AY2026] because this is a brand-new item to the budget. Dr. Smith addressed his concern, stating it was within the budget, but it just didn't have its own line item. Dr. Teigen added that she thought the lack of transparency on the matter was Dr. Taylor's concern.

Another concern shared by Ms. Ricard was that these positions wouldn't be considered or viewed as new positions because it was approved as a temporary assignment, or that was her understanding from Dr. Taylor, because when we did this, it was temporary, but she added she hasn't reviewed the minutes to ensure that was the case.

Dr. Smith asked the board, for his own understanding, at what level does the board approve positions? Are we talking about part-time coaches, full-time staff, or anything else? If we're bringing people on, at what level are we supposed to bring it to the board? Ms. Donbrosky stated, “As Ms. Moses indicated, she didn't think we did that, but I think there is some nuance or some grey area, we're not sure.” Dr. Teigen added, “I'll speak, and the board members can correct me, but usually if I have, say, a baseball stipend to cover a coach, then what we're bringing forward is a name because the stipend has already been approved for that. However, if you create a new position—such as the upcoming addition of girls' soccer—then the board has been part of the process, but they still need to approve the soccer stipend for middle school girls because it has never existed before. So, it's when you're creating something versus just filling an existing vacancy that the approval is required.” Ms. Donbrosky asked if, when creating girls' soccer now before approving the stipend, they still need to approve it, to which Dr. Teigen replied, in that example it was approved within the budget.

Dr. Williams stated, “I view this not as a challenge but an opportunity. One of the people who served last year represents diversity, and that's one of our strategic goals to hire for diversity, so putting this person in an administrative role would benefit the school.” She thinks, “depending on if they reapply and accept, and everything goes well, it's a good opportunity for us [MLWGS] to demonstrate how we have broadened and evolved as an administrative team.” Ms. Donbrosky followed with this question, “Is one of the two administrative aides responsible for diversity, or is that a third position?” Dr. Williams answered her, “That's just one of our goals. We have four or five African American faculty members, including two teachers and two counselors. One of these teachers is actually certified in administration. Again, that's a good opportunity for us to promote diversity because this person would take on the role and gain more visibility.” Dr. Smith added, as

well as building our capacity and providing ways for people to grow into leadership positions, enhancing their skills and upward mobility.

Dr. Smith stated that his lack of knowledge about the budget led to the need for an explanation, and he apologized. “I’m sorry, but there is a lot of nuances to this job.” Ms. Ricard asked, when reviewing #5124-supervisor's administrative costs, it appears that the increase was \$12,826.00 from FY2025 to FY2026. I assume that this line item includes your salaries, Dr. Smith, Dr. Williams, along with the executive director? Dr. Smith responded, “Correct.” Ms. Ricard continued, “and the hope was then to also add a \$5,000 stipend each? Dr. Teigen responded she believed it was \$7500 each. Dr. Smith stated the stipend that was approved by the board was \$2,500 that covered the period of March through May, so our thought...but again, I would like feedback from what it is that other districts do. Our thought being that it was approved by the board for three months, that we would be looking at somewhere between doubling or tripling the stipend because it was approved for three months, but he stated he would love feedback on what your divisions do, stating it was very helpful to hear that it was a practicum in Powhatan and is uncompensated. Dr. Teigen reiterated that’s what we do, and she was not speaking for other divisions. Dr. Smith noted that during his time working for Henrico at Henrico HS that had a population of approximately 1600 at that time, so double what we have, they had four administrators and probably three to four administrative aides, actually, he thinks he remembers they had four so that each could report to one administrator.

Ms. Ricard stated her concern in talking about the difference is that the increase of \$15,000 because we are considering two at \$7,500 each, that line item will be under. Dr. Smith stated it was contingent on the new executive director making a similar salary to Dr. Lowerre. At this point we don’t have the information on what that is going to look like in July.

Dr. Williams offered the statement that these positions were tailored to best match the skills that these individuals have. We lost a position a few years ago when she was hired, and that person took care of the dual enrollments and VCU matters, we have someone helping us with AP’s, and again with the administrative license, this person can help us with discipline, licensure points, it's tailored. I understand being a practicum student, I was one and I had to shadow, but these two people already know what we need. It’s a great opportunity for us.

Dr. Smith added he was an administrative aide here at Maggie Walker back in 2009-2010 when in UVA’s program, and while he was doing it for practicum credit, he was also compensated at the rate of \$2,500 for the year.

Ms. Moses followed asking for her clarification, you posted two new positions to hire someone new? It was posted internally, said Dr. Smith. She said, than in that case I don’t think we [the board] need to do anything. Dr. Smith added, “That’s what I thought, but if I was wrong, I apologize.” Ms. Donbrosky stated isn’t it the concern that we approved the positions as temporary and did it need to come to the board to make them officially permanent positions? Dr. Teigen added she was speaking for Dr. Taylor, he feels this action needs to come to the board for discussion and a vote. Dr. Smith stated we can certainly tap the brakes and wait for the new executive director to see what their compensation level is in order to see if line item #5124 can accommodate the request and if the new executive director believes these goals are a priority.

Ms. Moses asked if Dr. Smith and Dr. Williams were still receiving their stipend? He responded, yes, they are being paid through the end of June.

Ms. Donbrosky asked if the two current administrative aides are interested in the positions, with Dr. Smith responding that they are. Further, she asked, you wanted to allow for opportunity [to others]? Dr. Smith said yes, and to allow for more transparency about the process, that was the feedback we received from the leadership team.

Being no additional discussion, Ms. Donbrosky asked if there was any action the needed to take today? Ms. Moses moved to table any action on these two positions until at least July. Ms. Donbrosky said this was not a matter today requiring board action today, but she too would like more time to investigate what the board is actually obligated to do in this matter.

There being no other discussion on this matter, members resolved that there will be no action on these positions until the new executive director is in place.

XVII. Adjournment

This meeting was adjourned at 11:16 am.

The next scheduled meeting is the Executive School Board, on August 21, 2025.

Heather Donbrosky, Vice-Chair

Michael Smith, Ed.D., Acting Director

Minutes Recorded by:
Barbara Marshall, Regional Board Clerk

MLWGS 2020-2025 STRATEGIC PLAN GOALS/OBJECTIVES/ACTION STEPS

DATE: June 12, 2025

Blue Text = Updates

Green = Completed

GOAL 1	MAGGIE L. WALKER GOVERNOR'S SCHOOL WILL CREATE A WELCOMING AND RESPONSIVE ENVIRONMENT THAT CELEBRATES AND REFLECTS THE DIVERSITY OF THE SCHOOL DISTRICTS WE SERVE AND FOSTERS A SENSE OF BELONGING FOR ALL.	Responsible Party	Measure-ment	Year to begin Implemen-tation	Cost to Budget
				2020	
OBJ 1.1	MLWGS will engage and educate our school districts about the opportunities available to them in our learning environment.				
1.1.2	Develop and enhance relationships with districts, schools, administrators, counselors, teachers, parents, and potential students.	Administration, Counseling, Faculty	Our 3rd annual Dare to Be a Dragon Day is scheduled for April 19 with 150-200 fifth grade students expected to attend.		
OBJ 1.2	MLWGS will create an environment that provides a sense of belonging and fosters student and family engagement.				
1.2.1	Examine and eliminate structural barriers that prevent students from availing themselves of all the opportunities at MLWGS.	Planning Committee, Administration, Foundation	The Fall Festival begins before the school day ends to eliminate the transportation barrier. Also, during the Fall Festival, SAC conducted a student survey to determine ways to eliminate the obstacles to accessing and participating in activities.		
1.2.2	Access to wraparound services (Identify and fill gaps in student mental health and wellness programs)	School Counseling	A Full-time School Social Worker was hired. In 2023-2025 Prof. Devel. will focus on wellness and mindfulness.		
1.2.3	Review and reform policies and procedures that impede inclusion (e.g. mental health intake, bathroom policies, club and extra-curricular policies)	Counseling, Administration, AD, School Board	Bathroom policies have been addressed. Our school social worker will collaborate with security, counseling, and administration to revise the threat assessment process and forms to align with current		

			standards and best practices.		
1.2.4	Enhance communications to make sure students have knowledge of and are able to seek resources	Counseling	The PTSA is planning a session with the VA First Lady to support teenage mental health. The target audience are current MW parents. Expected attendance 100-150. Target date is April 23.		
1.2.5	Facilitate student input and feedback	Administration, Counseling	<p>Surveys completed by SAC and VSCS. The coordinator of Strategic Engagement will facilitate new surveys.</p> <p>The school has implemented restrictions on student cell phone usage with priority placed on instructional time. Students and parents have provided feedback indicating that they would like a school policy for next year that allows for the use of devices during non-instructional time.</p>		
1.2.6	Analyze and strengthen the student onboarding process to prepare accepted students for the MLWGS experience	Counseling	Freshman Orientation is now two days to incorporate social-emotional learning and making connections. The Walker Way Welcome Day was implemented in August 2022. In November 2023, I visited TJST to observe their freshman onboarding program, which resulted in the creation of the Dragon Advisory program.		
1.2.7	Equip faculty with tools to foster an inclusive environment	Administration, External Trainers	Two years of cultural competency training have been completed. Year Three had resources and activities on equity and inclusion. We are nearly finished two years of training on mindfulness and mental health.		
OBJ 1.3	MLWGS will codevelop a plan with its districts to increase enrollment of historically underserved populations.				

1.3.1	In compliance with FY 2021 Budget Item 145, C-27,I, the school will work with the partner districts to collect application and admission data to be used to support a plan to increase the percentage of historically underserved populations at MLWGS.	Dr. Lowerre	We have been working with districts to improve access for underserved minorities. Significant improvement has been made with our core divisions. RSB approved removing the Achievement Test from the admissions process.		
OBJ. 1.4	MLWGS will develop a strategy to increase the demographic diversity of our faculty and staff.				
1.4.1	Examine barriers to hiring and retaining diverse faculty.	Admin	Our coordinator of strategic engagement is establishing a presence on Handshake.org. This will help us in conveying job postings to colleges/universities throughout the commonwealth.		
1.4.2	Strengthen professional development resources for faculty.	Admin	Comprehensive PD has begun with positive feedback from staff. Focus areas have included cultural competency, equity, inclusion, mindfulness, and mental health.		
1.4.3	Develop hiring strategy.	Leadership Team	A hiring workshop is scheduled for March 2025 with the Leadership team. A recruitment subcommittee continues to meet regularly.		
1.4.4	Develop outreach program for recruiting teachers from multiple districts and education graduate schools.	Dr. Lowerre	We have actively targeted HBCUs and other colleges with information about employment openings.		
GOAL 2	MAGGIE L. WALKER GOVERNOR'S SCHOOL WILL ENGAGE STUDENTS WITH INNOVATIVE CURRICULA AND RESPONSIVE INSTRUCTION THAT FOCUSES ON STUDENT-CENTERED EXPERIENTIAL LEARNING. INSTRUCTION WILL BE INTERDISCIPLINARY AND ENRICHED BY LOCAL AND GLOBAL CONNECTEDNESS.	Responsible Party	Measure-ment	Year to begin Implemen-tation	Cost to Budget
				2020-2021	
OBJ 2.1	Students will engage in exciting distinctive courses that are designed to deepen students interest.				

2.1.1	Encourage a collaborative environment for ongoing innovation of all course offerings.	Admin, School Counseling	New classes have been offered and recommended for future years		
2.1.2	Expand dual enrollment course offerings and include courses through additional university partners.	Dr. Lowerre	Meetings with VCU are ongoing and we have established a strong dual enrollment program.		
2.1.3	Investigate offering courses with comparatively smaller student enrollment.	Admin and School counseling	We allowed classes to “make” this year with lower enrollments. The master schedule build will include Italian III. This is a high level elective language course that is rarely offered. Administration approved the course based on strong student and parent advocacy.		
2.1.4	Expand the menu of teacher-created courses that center on experiential learning, interdisciplinary and global awareness.	Leadership Team	New Seminar courses are being offered, including ones that target undertaught areas. Several new courses have been added to the Course Catalog.		
2.1.5	Expand student enrollment in SGC's and teacher-developed courses.	Dr. Lowerre	New Courses have been taken to the Planning Committee and the RSB.		
2.1.6	Augment opportunities for student travel and beyond-the-classroom experiences.	Leadership Team	Partnerships with French, German, and Japanese schools have been established. We have also entered exchange programs with schools in all three countries.		
2.1.7	Develop a reimagined FIRC course to equip freshmen to succeed at MLWGS	MLWGS101 Sub-Committee	A new model was presented to the RSB in Spring 2024. FIRC is now MLWGS 101 and reflects the needs of the 21st-century learner.		
OBJ 2.2	Teachers will provide engaging, student-centered instruction.				
2.2.1	Encourage teachers to enhance student engagement, embed community engagement, and integrate instructional technology within their curricula.	Leadership Team, Tech Integrators	Following the COVID pandemic, a renewed effort to assess and implement student-centered learning strategies has been taking place. Our coordinator of strategic engagement has adopted a block of Moore Street on behalf of our school. Efforts are being made to organize a quarterly		

			clean up through our MLWGS101 or Dragon Advisory.		
2.2.2	Provide opportunities for teachers to participate in training and collegial discussions about enhancing student engagement, embedding community engagement, and integrating instructional technology within their curricula.	Admin	Departments have been reaching out to the community to bring in alumni and others to enhance instruction and learning. A trip to TJ SciTech was completed in November 2023.		
2.2.3	Incentivize teachers to enhance student engagement, embed community engagement, and integrate instructional technology within their curricula.	Admin			
GOAL 3	MAGGIE L. WALER GOVERNOR'S SCHOOL WILL BE A SAFE SCHOOL WITH EFFECTIVE MANAGEMENT OF RESOURCES.	Responsible Party	Measure- Ment	Year to begin Implemen- tation	Cost to Budget
OBJ 3.1	Create and fund a ten-year capital improvement plan.			2023	
3.1.1	Conduct a needs assessment of future needs for the facility and technology.	Facilities and Technology	Project is underway		
3.1.2	Forecast ten-year costs.	Facilities and Technology			
OBJ 3.2	Create a better experience for students, teachers, and parents through available software solutions.			2021	
3.1.3	Implemental funding mechanism separate from the operating budget.	Dr. Smith	The RSB has discussed the issue. We will continue the discussion in 2025.		
3.2.1	Purchase of on-line teacher receipting program.	Ms. Hoover; Ms. Charity	A web-based fee payment program has been implemented.		
3.2.2	Implement field trip request and tracking software.	Dr. Smith	An online system has been put in place with appropriate policy changes.		
3.2.3	Integrate field trip software with student information system.	Dr. Smith & Mr. Bortz	Meeting with vendors regarding form automation options.		
3.2.4	Reduce student fees.	Leadership Team	We have reduced fees where we could, but many of the fees are simply pass-through accounts.		
3.2.5	Incentivize the use of current on-line payment systems.	Dr. Lowerre	Budgeted and Completed.		
OBJ 3.3	Enhance our safe school environment.			2020	

3.3.1	Implement an annual climate survey.	Dr. Lowerre	Participation in the Virginia School Climate Survey. Jan 2022		
3.3.2	Complete a full revision of the safety/crisis plan.	Dr. Smith	Completed Fall 2021		
3.3.3	Further develop relations with local fire, police, and EMS in order to incorporate best practices and facilitate external audits.	Mr. Jordan	Completed Fall 2021		
3.3.4	Train faculty on cyber security and teaching digital literacy.	Library and Technology	New training regarding AI and ChatGPT has been offered.		
OBJ 3.4	Transition the fiscal expectations of MLWGS to a new fiscal agent.			2022	
3.4.1	Research options for future fiscal processing.	Dr. Smith	Discussions have taken place with the superintendents.		
3.4.2	Secure board approval for a new fiscal agent.	Dr. Lowerre	Discussions have begun		
3.4.3	Create a transition plan.	Ms. Hoover			