

**THE COMMONWEALTH GOVERNOR'S SCHOOL**

**Stafford County School Board Office**

**Executive Board Room**

**Stafford, VA**

**Governing Board Meeting**

**March 21, 2019**

**MINUTES**

Members Present: Mr. John Copeland, Chair (Caroline); Mr. Bill Blaine, (Spotsylvania); Dr. Sarah Chase, Vice-Chair (Stafford); Mrs. Gayle Hock (King George)

Also attending: Dr. Robert Benson (Superintendent of King George County Public Schools); Dr. Scott Kizner (Superintendent of Stafford County Public Schools); Dr. Scott Baker (Superintendent of Spotsylvania County Public Schools); Mr. Keith Wolfe (Executive Director of Secondary Education for Spotsylvania County Public Schools); Dr. Joanne Jones (Director of Curriculum & Instruction for Caroline County Public Schools); Mrs. Jennifer Grigsby (The Commonwealth Governor's School Director); Dr. Stephenie Fellingner (Teaching & Learning Facilitator for K-12 Gifted Education and Secondary Programs)

Absent: Dr. Sarah Calveric (Superintendent of Caroline County Public Schools)

**CALL TO ORDER**

The meeting was called to order by Vice-Chair Dr. Sarah Chase at 4:00pm on March 21, 2019. A quorum was determined by Dr. Chase at 4:00pm.

**PLEDGE OF ALLEGIANCE**

**APPROVAL OF MEETING AGENDA**

Mr. Blaine made a motion to approve the meeting agenda, and this was seconded by Mrs. Hock. The motion passed 3-0.

## **CITIZEN COMMENTS**

There were no citizen comments.

## **BOARD MEMBERS COMMENTS**

Mr. Blaine asked the Director of what her insights and observations are as she has been in the position for the past nine months. Mrs. Grigsby responded that the engaging instruction sheet being utilized from SURN (School-University Research Network) through The College of William & Mary has created a wealth of data. From analysis of this data, there are certain strategies that are being used frequently by the majority of the teachers and there are some that are not being used at all. As a means of professional development, teachers will be learning how to implement the lesser used strategies and creating a plan to incorporate those more frequently into their instruction. Also, when looking at the broadcast system for direct instruction, the program is piloting some technology programs that have the students responding with a cell phone, iPad, or laptop to various questions throughout the broadcast. This allows the teacher to see a snapshot of the students' understanding and address any misconceptions immediately as they are occurring. Additionally, the program is looking to adjust field experiences to best fit the curriculum and to meet the needs of the students. For example, the AP Biology course is investigating a trip to the Chincoteague Bay Field Station (CBFS) for an overnight trip where they will have the opportunity to experience mud-mucking and quadrant searches for organisms, which are two skills to which they have not been introduced. This trip aligns well with the AP Biology curriculum, but also fits the VDOE's description of a MWEE (Meaningful Watershed Educational Experience). This would potentially allow us to have the students engage in an action research service project in this area using the knowledge gained while at CBFS.

## **SUPERINTENDENT COMMENTS**

There were no superintendent comments.

## **DIRECTOR'S REPORT**

### Applicants by County

- Caroline County – 13 applicants for 5 seats
- King George County – 39 applicants for 20 seats
- Spotsylvania County – 178 applicants for 61 seats
- Stafford County – 188 applicants for 90 seats

### Applicants by County

- Caroline County – letters sent out to all applicants; deadline for acceptance is the end of March
- King George County – filled all 20 seats, plus 1 returning junior seat; enrollment list received in CGS office
- Spotsylvania County – filled all 60 seats plus 1 open sophomore seat; enrollment list received in CGS office
- Stafford County – applicants will receive notification by the end of the first week of April

### AYGS November & February Meetings

- Continued discussion of funding formula used by the state to determine funding for all Governor's Schools. Consensus was to use the formula based on Standards of Quality, which would allow all AYGS to see an increase in funding (and reduce the deficit from funding that was removed for DE credit hours). There will be attempts to make contact with lawmakers and state leaders to elicit a change for FY20, but if that is not possible, then to advocate for the change in the next biennium. FY 2020 state budget had not been approved as of this meeting on 2/12/19.
- Discussion also revolved around the plan from the VCCS to have statewide fees for DE credits at \$50 per credit hour. This plan is a benefit to wealthier areas, such as Northern VA, but will decimate students' ability to take courses for credit in rural and low-socioeconomic areas. This option is still currently in limbo, but appears to not be moving forward at this time.
- There will be no Capitol Day for all of the AYGS programs in Virginia this year due to several concerns, including the probability of snow forcing a cancellation, the distance for some programs, difficulty scheduling appointments, and the lack of organizational help from FOVGS (which is restructuring their leadership).
- Dr. Poland from the VDOE has secured funding for professional development in NAGC microcredentialing courses for interested AYGS teachers in gifted education. In the future, this could become a VDOE alternative to the traditional gifted endorsement training recommended by the state evaluation system for AYGS programs. Three CGS staff will be starting these microcredentialing courses this spring.

- There was a review of the changes to the gifted endorsement requirements and approved programs starting in August 2019.
  - By August 2019, anyone who applies after that date will be held to the new requirements of endorsement (more specificity for course requirements).
- There will be an upcoming professional development session on twice-exceptional students on July 18 in Richmond focused on the Understand me component for 2E students from NAGC (VDOE/UVA working in collaboration).
- AYGS Professional Development Conference will be in the fall of 2019 at Blue Ridge Virtual Governor's School focusing on differentiation, STEAM based learning, social-emotional learning, technology components for engagement, project-based learning, experiential learning with real-world applications, and extracurricular competitions.
- The next AYGS meeting is April 11, 2019 in Richmond at Maggie Walker GS.

#### Northern Virginia Council for Gifted & Talented Education

- I attended this meeting on December 17 in Prince William County. There was significant discussion as to the process of identifying gifted students as well as what programs are in place for students who do not meet the qualifications for gifted, but exposure could help with identification at a later date.
- There was also discussion on the process for acceptance into Governor's School programs.
- The next meeting for NVCGTE is March 26, 2019 in Stafford County.

#### Teacher Observations

- All teachers have their first observation and post-observation conference completed. Round 2 of observations have begun, and teachers have given positive feedback regarding the length of the observations (20-30 minutes) as well as having an opportunity to discuss their lesson with an administrator after the observation. Once finished with the observation and conference, a signed copy of the feedback is emailed to the building administrator or added into the evaluation program system so that the data can be used for summative evaluation purposes.

#### CGS Service Projects

- CGS King George site – participated in the KGPS STEAM Night on March 7; helped students create glitter water bottle tornadoes; 108 bottles were made during the event
- CGS Stafford site – hosting a Heart Healthy & Wellness Day at Dixon-Smith Middle School on March 30 from 10am-2pm; event is being organized by CGS senior Ally Yablonski, and other CGS students from the site will be helping run the event
- CGS North Stafford site – holding an upcoming luggage drive; all gently used or new luggage donated will be given to foster children in need for when they have to move to a new home

- CGS Riverbend site – STEM Workshop for Chancellor MS and Freedom MS students; the event is completely run by the CGS students
- CGS Spotsylvania site – food and clothing drive to support Treasure House
- CGS Colonial Forge site – still discussing options with students; hoping to finalize selection by early April

### CGS Summer Enrichment

- CGS Summer Enrichment Applications have gone out to students and are available online. The deadline for submission is March 22, and it is first come, first serve for all programs.
  - STEM Engineering Management Workshop – June 17-21 – Rising 10<sup>th</sup>-12<sup>th</sup> graders ONLY
  - College Day Trip to Virginia Commonwealth University & The Virginia Museum of Fine Arts – July 17 – Rising 10<sup>th</sup>-12<sup>th</sup> graders ONLY
    - This VCU tour will include a tour of the Honors College & Honors College dormitories, which are singles.
  - Chesapeake Bay Watershed Experience – July 29-August 2 – Rising Juniors & Seniors ONLY

### Master Inventory

- At Dr. Chase's request, a master inventory of materials from all six sites has been documented in the CGS office. A Google sheet sharing that information was sent this afternoon to all CGS Governing Board members and superintendents.

### CGS Activities

- Three CGS teams (from across the counties) participated in the Mountain Vista Governor's School Quiz Bowl on January 26<sup>th</sup>. One team placed first in their bracket, and Mr. Conlee was the sponsor.
- Upcoming Events
  - CGS Masquerade Snow Ball Dance – March 23 @ 7pm – Fredericksburg Eagles Lodge
  - Fredericksburg Area College Forum – March 27 @ 7pm – UMW Fredericksburg
  - Heart Healthy & Wellness Day – March 30 from 10am-2pm @ Dixon Smith MS
    - Organized and created by CGS senior Alison Yablonski
  - CGS Senior Symposium – April 11 @ 6pm – UMW Stafford
  - Cookies with the Commonwealth
    - Spotsylvania HS Site – April 1 @ 6:30pm – Spotsylvania HS – Room 207
    - Riverbend HS Site – April 17 @ 6:30pm – Riverbend HS Lecture Hall
    - Stafford County Sites – May 1 @ 6:30pm – Colonial Forge HS Library
    - King George & Caroline County – May 6 @ 6:00pm – King George HS Library
  - CGS Senior Recognition Ceremony – May 19 @ 2pm – UMW Fredericksburg
  - CGS Picnic – May 31 @ 4:30-7:00pm – Pratt Park

## Questions, Comments, Concerns

- Dr. Chase is curious to know if the changes in the application process resulted in any increases in student diversity. Mrs. Grigsby responded that, as the lists are finalized and data is collected for all students, the application coordinators will be looking at demographic data and analyzing subgroups to see any changes in enrollment.
- Mr. Blaine commented that he felt the numbers of students applying had risen drastically this school year for Spotsylvania County. Dr. Baker added that there was an increase in incoming IB students as well and that there were over 200 total students who applied for an advanced program in Spotsylvania County.
  - Mr. Blaine also asked Mrs. Grigsby why there seemed to be an increase this year. She joked that it was because she did such an amazing job recruiting students that they were motivated to apply, but honestly wasn't sure what the reason was for any apparent increase. There were middle school information sessions held at all middle schools for all students currently in Algebra I or Geometry as well as separate parent information sessions at night to elicit interest.
  - Dr. Baker added that he felt Spotsylvania County's journey into increasing diversity began many years ago, and that they are beginning to see the fruits of those labors. Reaching out and making connections with the middle school students is an excellent strategy, and he appreciates Mrs. Grigsby's willingness to do that as well as be open to various paths of entrance into the program (specifically in terms of math requirements).
- Dr. Kizner asked for clarification on Stafford Counties numbers (188 applications for 90 seats) and also asked if all three sites are typically filled to capacity. Mrs. Grigsby responded that they are not. Dr. Fellingner added that this year she is hopeful that the move of Brooke Point students attending the Stafford HS site will create freshmen classes at capacity to start the program.
  - Dr. Kizner shared that he has concerns with the lack of diversity in the CGS program in Stafford County and is interested in looking into the demographic data. Mrs. Grigsby shared that she is excited about the changes that Stafford County is making to help increase access to advanced math by using a multi-criteria system, which will ultimately lead to more diversity in middle school and then CGS. Dr. Kizner is passionate about creating more access for students from diverse backgrounds into advanced programs and is interested in disaggregating the county's data of math enrollment in the middle schools at the beginning of next year. Mrs. Grigsby also added that she would like to speak to all 5<sup>th</sup> grade students to start getting them excited about the program and realizing where they need to be in math to make that a reality. Also, in Stafford County, the current setup is that Mrs. Grigsby will meet with interested 8<sup>th</sup> grade students. Instead, she would like to meet with all 8<sup>th</sup> grade students in Algebra I and Geometry.

- Dr. Benson asked if there is any idea as to exit numbers for next school year. Mrs. Grigsby stated that the number is smaller than historical numbers have been, which is typically between 8-12% annually. She added that changes in site placement for Brooke Point students will help retainment in Stafford County as a whole. Dr. Benson did applaud Mrs. Grigsby's energy and the power behind current student and prospective student conversations about the ability to be successful in the program and a reasonable workload. Mrs. Grigsby did add that the program is making a concerted effort to keep the workload reasonable yet challenging. A brief conversation was started this past summer and a much more in depth conversation will occur in June to discuss limitations to keep workload reasonable.

### **APPROVAL OF CONSENT AGENDAS**

Mrs. Hock made a motion to approve the consent agenda, which includes the meeting minutes from October 2018 and financial report for March 2019. Mr. Blaine seconded the motion. The motion passed 3-0.

### **INFORMATIONAL ITEMS**

#### **Budget FY 2020**

The Director highlighted that there should be an increase in student enrollment to approximately 620 due to a smaller senior class exiting and a larger incoming freshmen class. Thus, the funding will increase due to having more students. In addition, there is a proposal of a 5% increase in salary for the three staff members paid through state CGS funding (Network Engineer, Program Manager, and Director) as proposed by Spotsylvania County Public Schools, who is the fiscal agent for CGS. If a 5% increase is not given, then the amount finalized will be in compliance with the agreed upon amount from Spotsylvania County. There were also increases in certain line items. Lastly, approximately \$50,000 was left unencumbered until final numbers are determined by the state, fiscal agent, and student enrollment. This will be an action item at the May 2019 meeting.

### **ACTION ITEMS**

#### **CGS Constitution, By-Laws, & Joint Agreement Review**

On page 4 of the by-laws, under 1A, there is a change in the amount of time required by the fiscal agent to terminate duties and responsibilities to one year prior to termination (previously it was by January 1 of the current year of termination). On page 6, under amendment of joint program, there was a change to indicate that the first reading of the budget will occur in January

(instead of December) since we no longer have December meetings. Lastly, on page 7, the proposed operating budget will be approved no later than May 31 each year.

Mrs. Hock motioned to approve the changes to the CGS Constitution, By-Laws, & Joint Agreement. Mr. Copeland seconded the motion. The motion passed 4-0.

### **CGS Governing Board Election**

Mr. Blaine moved to elect John Copeland as chairperson. Mrs. Hock seconded the motion. The motion passed 4-0. By default, Dr. Sarah Calveric will become the executive superintendent of CGS.

Mr. Copeland moved to elect Dr. Sarah Chase as vice-chairperson. Mrs. Hock seconded the motion. The motion passed 4-0.

Mr. Blaine moved to elect the Director as Clerk of the Board. Mr. Copeland seconded the motion. The motion passed 4-0.

### **FINAL COMMENTS**

Next meeting is on May 16, 2019 at Spotsylvania County School Board Office in Conference Room E starting at 4:00pm.

Mr. Blaine commented that he is very impressed with the job that Mrs. Grigsby is doing in making positive changes for the program.

### **Adjournment**

Mr. Blaine motioned to adjourn the meeting at 4:55pm. Mrs. Hock seconded the motion. The motion passed 4-0.