

THE COMMONWEALTH GOVERNOR'S SCHOOL

Caroline High School

Library

Governing Board Meeting

March 12, 2020

ATTENDANCE

Members Present: Mr. John Copeland, Chair (Caroline); Dr. Lorita Daniels, (Spotsylvania); Ms. R. Pamela Yeung (Stafford – Alternate for Dr. Sarah Chase); Mr. T.C. Collins (King George)

Also attending: Dr. Robert Benson (Superintendent of King George County Public Schools); Dr. Scott Baker (Superintendent of Spotsylvania County Public Schools); Dr. Sarah Calveric (Superintendent of Caroline County Public Schools); Mr. Keith Wolfe (Executive Director of Secondary Education for Spotsylvania County Public Schools); Dr. Tom Nichols (Chief Officer of High Schools and School Safety for Stafford County Public Schools); Mrs. Karen Foster (Director of Secondary Education for Caroline County Public Schools); Dr. Stephenie Fellingner (Teaching & Learning Facilitator for K-12 Gifted Education and Secondary Programs for Stafford County); Mrs. Jennifer Grigsby (The Commonwealth Governor's School Director)

Absent: Dr. Scott Kizner (Superintendent of Stafford County Public Schools)

CALL TO ORDER

The meeting was called to order by Chair Mr. John Copeland at 4:00pm on March 12, 2020. A quorum was determined by Mr. Copeland at 4:00pm via the sign-in sheet.

PLEDGE OF ALLEGIANCE

APPROVAL OF MEETING AGENDA

Mr. Collins made a motion to approve the meeting agenda, and this was seconded by Ms. Yeung. The motion passed 4-0.

CITIZEN COMMENTS

There were no citizen comments.

BOARD MEMBER COMMENTS

There were no board member comments.

SUPERINTENDENT COMMENTS

There were no superintendent comments.

DIRECTOR'S REPORT

CGS Event Dates

- Senior Symposium – Confirmed
 - Wednesday, April 22, 2020 at UMW Stafford – University Hall from 6-8:30pm
- May 8 – Confirmed
 - CGS Family Picnic
- May 17 – Confirmed
 - CGS Senior Recognition Ceremony – Fredericksburg Expo Center @ 4pm
 - 2 ballrooms with stage, AV support, catering, ample parking, one location, cheaper than UMW

Observations

- During our summer work weeks, I discussed the 13 engaging student strategies that are used on our observation form with faculty. Ultimately, there were five strategies that were most commonly used. The other strategies listed were used less frequently. Those highlighted green were used the most often, yellow were used intermittently, and pink were used rarely. Please note: I am aware that we do have students using the strategies

highlighted in yellow and pink. However, I did not observe those strategies occurring as frequently during class observations.

1. Students apply metacognition strategies.
2. Students create or use learning tools.
3. Students engage in cooperative group structures.
4. Students engage in problem-solving.
5. Students engage in discussing text or other input.
6. Students engage in relevant, real world learning experiences.
7. Students engage in writing for purpose.
8. Students self-assess their work, what they learn, and how they learn.
9. Students ask for and give specific feedback to peers and the teacher.
10. Student engage in making choices.
11. Students create products.
12. Students engage in reading for purpose.
13. Students engage in setting learning goals for themselves.

- For this year's observations (since they are announced observations), the expectation will be to utilize at least one of the less frequently used strategies (yellow and pink) based on last year's data. One of these less frequently used strategies should be used in each observation. My goal is to help each of you explore strategies that you may be less comfortable using and finding ways to make them occur in the classroom for our students. Please feel free to reach out to me if you have questions or would like help trying to incorporate one of these strategies.
- I have completed all observations at all sites, and I am finishing post-observation conferences at the Spotsylvania & North Stafford sites tomorrow or upon returning from break.

Application Process

- All application processes have closed and all counties have sent out letters informing students of their status (accepted, waitlisted, or not accepted).
- Applicant numbers were as follows:
 - Caroline – 13 applicants for 7 seats
 - King George – 30 applicants for 20 seats
 - Stafford – 195 applicants for 90 seats
 - Spotsylvania – 200 applicants for 60 seats
- Final rosters have been submitted to the CGS office by King George and Spotsylvania Counties. I am awaiting final rosters from Caroline and Stafford.
- Once those rosters are finalized, I will begin pulling data from each division to look at demographics in this application cycle at all levels.

- The state report of demographic data and action plan for improvement in equity is in the beginning phases. The state AYGS directors will be working together to create a template, and the VA Secretary of Education liked the idea of having each division showing their data and percentages.

Student Summer Experiences

- A tentative date of June 8 has been arranged for the caving trip to Grand Caverns and Fountain Cave. They are charging us a very reasonable fee, and they also have miniature golf and a renovated pool open in the summer (for a minor additional fee). We are capping the admission to 60 total students. I will be presenting this trip to all of the counties as an optional summer activity. No insurance information is required by the counties, so I am hopeful that it will be approved.
- Also, we are offering a 3-day trip with the Chesapeake Bay Foundation with Butch Morris tentatively on June 15-17 for approximately 20 interested students.
- I am still in the process of getting approval for these trips. King George and Caroline have approved. Spotsylvania paperwork was submitted, and I am working on paperwork for Stafford.

COVID-19

- Stafford County Public Schools has canceled all field trips for the remainder of the school year.
 - Teachers who are in charge of trips must communicate changes to Mt. Vernon travel via emailed itinerary changes and please cc Donna on that communication.
 - Stafford teachers should contact their building trip representative, principal, and Phyllis Mills to cancel trips.
 - Are building to building trips permissible in Stafford County? Yes, they are permitted.
- Spotsylvania County Public Schools has canceled all field trips and school-sponsored events, including athletic practices and games, through the end of Spring Break.
- King George County has cancelled all non-local trips through 3/26/2020.
- Caroline County provided a list of trips that were permitted and those that would need to be cancelled for their students.
- Additionally, Stafford County has put forth a cancellation of all large, indoor group meetings for the rest of the school year beyond 100 people.
 - QUESTION: This will impact Senior Symposium, Senior Recognition Ceremony, & Cookies with the Commonwealth. How would Stafford County like to handle these events?

- Suggestion: Cookies with the Commonwealth events could be done per site instead of as one large county group. Senior Symposium could be done by site in the cafeteria at each site. No suggestion for Senior Recognition Ceremony.
 - Dr. Baker did vocalize that since schools are still currently in session with over 1000 students in one location, the superintendents would like to stay consistent in events and school closures.
 - Dr. Calveric stated that we have time to make a decision and alterations as needed to meet the needs of students and COVID-19 requirements.
- Plan for Instruction
 - CGS would like to use the Blackboard platform and online archived lessons to provide instruction to students in the event any one division determines that schools need to be closed outside of scheduled breaks. Due to the ability to provide direct instruction and a multitude of lessons, CGS may elect to continue with new instruction. This is a concern as there is no consistency across counties in terms of long-term planning.
 - Dr. Fellingner asked the question if all students have devices and internet access. Mrs. Grigsby stated that the teachers were investigating to see who has access and who does not.
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APPROVAL OF CONSENT AGENDAS

Mr. Copeland made a motion to approve the consent agenda, which includes the meeting minutes from January 2020 and financial report for March 2020. Ms. Yeung seconded the motion. The motion passed 4-0.

INFORMATIONAL ITEMS

FY2021 CGS Proposed Budget

The FY 2021 CGS Regional Office operating budget was developed based on projected student enrollment, anticipated state revenues, and each school division's composite index. As outlined in the CGS Joint Agreement, the Governing Board shall consider the proposed budget, make any recommendations, and then approve an operating budget no later than May 31 of each year. An amended budget will then need to be approved in October based on actual September 30, 2020 student enrollment for FY 2021. This is the second reading of the CGS FY 2021 budget. The only changes in the budget from the first reading included some salary decreases based on Spotsylvania County's scales. Those extra funds were allocated into Instructional Supplemental Materials.

2020-2021 CGS Teacher Work Calendar

The CGS Summer Work Calendar for 2020-2021 was developed based on the approved school calendars for the four participating school divisions. This calendar delineates all joint work days for 10.5 month and 11 month CGS teachers, additional required days, and Incoming New Student Orientation. All central office staff contributing faculty members to the CGS program have approved this calendar as of March 9, 2020.

ACTION ITEMS

FY21 CGS School Counselor/Social Worker Position

The CGS Governing Board will vote on the request to add the position of School Counselor/Social Worker to the budget for hiring purposes.

The Virginia Department of Education has an outlined expectation for all Academic-Year Governor's Schools in the Commonwealth of Virginia to address social-emotional and academic needs of students.

The Commonwealth Governor's School received a recommendation on their last evaluation to add a full-time counselor or social worker to help students with social-emotional and academic needs. When analyzing the data for student exits, approximately half of student exits relate to mental health concerns and a struggle to adjust to the rigor of the program due to anxiety, stress, or other mental health components.

Thus, in order to best meet the needs of the students and to help them learn healthy, positive coping skills, the Director is recommending the addition of a school counselor or social worker for the 2020-2021 school year. This request is being added to the March action docket due to the need to hire a qualified candidate as soon as possible if approved.

The position will have support through the network of counselors or social workers with the fiscal agent (Spotsylvania County). There will be a unique job description created for this position due to the needs of gifted students.

There was discussion to table the item to allow Dr. Chase to be present for the vote, but there was concern with tabling due to not being able to hire for the position if not approved at the March meeting and with concern with COVID-19.

Mr. Collins made a motion to approve the addition of a school counselor to the FY21 budget. Ms. Yeung seconded the motion. The motion passed 4-0.

FINAL COMMENTS

The next meeting will occur on May 21, 2020 at the Stafford County School Board Office Executive Meeting Room starting at 4:00pm.

Adjournment

Mr. Collins motioned to adjourn the meeting at 4:35pm. Ms. Yeung seconded the motion. The motion passed 4-0.