

THE COMMONWEALTH GOVERNOR'S SCHOOL

via Zoom Online Meeting

Governing Board Meeting Minutes

May 21, 2020

ATTENDANCE

Members Present: Mr. Shawn Kelley, (Caroline alternate); Dr. Lorita Daniels, (Spotsylvania); Dr. Sarah Chase, Vice-Chair (Stafford); Mr. T.C. Collins (King George)

Also attending: Dr. Scott Baker (Superintendent of Spotsylvania County Public Schools); Dr. Scott Kizner (Superintendent of Stafford 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); 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. Robert Benson (Superintendent of King George County Public Schools); Mr. John Copeland (Caroline County School Board & CGS Governing Board Chairperson)

CALL TO ORDER

The meeting was called to order by Co-Chair Dr. Sarah Chase at 4:00pm on May 21, 2020. A quorum was determined by Dr. Chase at 4:00pm via the sign-in sheet.

PLEDGE OF ALLEGIANCE

APPROVAL OF MEETING AGENDA

Dr. Chase made a motion to approve the meeting agenda, and this was seconded by Mr. Kelley. 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
 - Previously scheduled for April 22
 - Canceled
- CGS Family Picnic
 - Previously scheduled for May 8
 - Canceled due to COVID-19 restrictions
- Summer Field Experiences
 - CBF overnight trip and caving experience were both canceled.
- CGS Senior Recognition Ceremony
 - July 19 @ 4pm
 - Fredericksburg Expo Center
 - Two ballrooms with stage, AV support, catering, ample parking
 - Logistics will be determined based on VA Opening Phase – all options allow only two guests
 - Less than 50 – groups of 10 students per site
 - Less than 100 – by site
 - Less than 250 – two sites at a time
 - Less than 500 – all sites together
- Cookies with the Commonwealth
 - TBD
 - Potentially in June or July depending upon when restrictions allow for 50-100 people allowed in a space

- If not plausible to host in person, I will create an online version.
- New Student Orientation
 - Tentatively scheduled for Thursday, July 30
 - If not permitted to occur with all incoming students, then we will host orientation by site.
 - If not permitted by site, we will host virtually.

Application Process

All finalized rosters have been received from each participating school division. All sites are full for the incoming freshman class, and the application liaisons have done an excellent job in placing upperclassmen for seats where students have exited.

Exit data will be available for the program in June after the June 1 deadline for spring exits.

Work Week

- CGS Teacher Work Week is scheduled to occur on June 1-5. This will occur virtually due to COVID-19 restrictions.
- Since all field experiences may be canceled or limited, we are making arrangements to alter our instructional plans to include virtual trips, in-class projects/lessons, and/or virtual interactive projects. If restrictions are lifted, we will schedule our trips.
- Additionally, we will be looking at how to implement a fully virtual teaching and learning experience ensuring that teachers and students have access. Currently, all of teachers and students have mid-tech or high-tech access.
 - This may be crucial for our classes and students if each of the participating counties have different plans for reentry to school.

Summer Booster Instruction & Assignments

- CGS is tentatively planning to provide online booster instruction from July 27 – August 7 leading into our Honors level mathematics courses. This instruction will be crucial for students to ensure they are prepared for the next course and to be well-prepared for the SATs/ACTs.
 - Courses included will be...
 - Honors Algebra II Prep – for rising 9th graders – reviewing Algebra I concepts
 - Honors Geometry Prep – for rising 10th graders – reviewing Algebra II concepts
 - Honors Math Analysis Prep – for rising 10th/11th graders – reviewing Algebra II concepts

- Additionally, some of the summer assignments will be review opportunities for students.
 - For example, for rising 10th graders, the summer assignment will be an Algebra II review using Khan Academy. The traditional reading of Flatland will be an optional assignment.
 - AP Calculus BC will have a review assignment covering required concepts from Algebra II, Math Analysis, and Trigonometry.
 - Part of the AP European History assignment is learning a map of Europe. Some of our students have not taken World History I, so they are not familiar with Europe and the layout of its countries, cities, and features. This provides necessary background knowledge to be successful in the course.
 - I can discuss concerns with any division at the end of the meeting.
 - Our students and parents are emailing asking for their summer work so they can ensure they are prepared for 2020-2021.

AYGS Equity Report to the VDOE/VA Governor

- Data will be collected from each division regarding demographic data including student race, ethnicity, socioeconomic status (SES), and special education qualifications (IEP/504s).
- The data will be displayed using percentages for each division and then for the program as a whole in the report.
- Each county will then work with me to create an action plan to address concerns in the data for their student populations.
 - Over the summer, I will be working with the liaisons to disaggregate the data and determine areas of concerns for each division.
- I will then create a master action plan to add to the state report that addresses any and all concerns.

Dr. Chase asked if CGS will look into the success of students in the program by demographic information. Mrs. Grigsby replied that the focus right now is getting the enrollment numbers to match each county's overall demographics more closely, but that is something that can be pursued at a later date.

Evaluation Cycle

- CGS is scheduled to have our 6-year evaluation during the 2020-2021 school year. Traditionally, evaluations occur in the fall, but they can be scheduled for the spring. The current state of restrictions from COVID-19 will determine when I schedule the evaluation.
- All stakeholders are invited to be part of the evaluation process. There is one evening where board members, superintendents, and central office staff are invited together for a

meal and to discuss the program with subcommittees. You will receive an invitation in advance.

APPROVAL OF CONSENT AGENDAS

Mr. Kelley made a motion to approve the consent agenda, which includes the meeting minutes from March 2020 and financial report for May 2020. Dr. Daniels seconded the motion. The motion passed 4-0.

INFORMATIONAL ITEMS

CGS COVID-19 Continuity of Instruction Plan for Remainder of 2019-2020

The attached document outlined the CGS Continuity of Instruction Plan followed by our CGS teachers and students since the Governor closed all schools on March 13, 2020 due to COVID-19. Taking each division's individual plan, the director created a cohesive document that outlined protocols for staff and students to ensure learning continued during the closure.

CGS Governing Board Meeting Dates – 2020-2021

This document outlines the CGS Governing Board Meeting dates and locations for 2020-2021. Meetings occur on the third Thursday of each month with group meetings in September, October, January, March, and May. Meetings in November, December, February, April, June, and July are bill listing approval meetings with the CGS chairperson and CGS director.

ACTION ITEMS

CGS Fiscal Year (FY) 2021 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. Included in this year's budget is a new position for a CGS School Counselor or Social Worker. As outlined in the CGS Joint Agreement, the Governing Board shall consider the proposed budget and then approve and 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 third reading of the CGS FY 2021 budget. The director recommends approving the budget, but holding off on hiring of the School Counselor/Social Worker position until the budget is finalized from the state.

Dr. Chase asked if monies can be moved across line items as needed due to changes in the learning environment or the inability to host certain events/programs/extracurricular groups. Mrs. Grigsby replied that yes the line item funding can be altered, and that there is the

expectation of needing less funds for field experiences and more funding for technology during the 2020-2021 school year.

Mr. Kelley made a motion to accept the proposed FY 2021 budget as presented, and Dr. Daniels seconded the motion. The motion passed 4-0.

FINAL COMMENTS

Next meeting is on September 17, 2020 at the Spotsylvania School Board Office, starting at 4pm.

Adjournment

Dr. Chase motioned to adjourn the meeting at 4:33pm. Mr. Kelley seconded the motion. The motion passed 4-0.