

# The Commonwealth Governor's School

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## **CGS Governing Board Meeting Agenda- Minutes**

Stafford County School Board Office

Minutes: October 19, 2023, 4:00pm - 6:00pm

### **Attendance:**

- Caroline – Mr. John Copeland (primary board representative), Dr. Autumn Nabors (superintendent designee)
- King George – Mr. Roles (primary board representative, Zoom participation), Mrs. Kristine Hill (superintendent designee)
- Spotsylvania – Dr. Lorita Daniels (alternate board representative) (arrived at 4:15 pm), Kelly Guempel (arrived at 4:23pm) (superintendent designee)
- Stafford – Dr. Sarah Chase (primary board representative), Dr. Thomas Taylor (Superintendent), Ms. Maureen Siegmund (alternate board representative)
- Regional Office – Mrs. Jennifer Grigsby (regional director), Mrs. Heidi Robison (program manager & clerk of the board)

### **Call to Order (4:01pm)**

### **Roll Call (via sign in sheet)**

### **Pledge of Allegiance**

*At this point in time, the board does not have a quorum, so comments and reports only will be discussed.*

### **Citizen Comments**

- none

### **Board Members' Comments**

- Mr. Copeland - This will be his last CGS Board meeting after seven years serving on the board. Mrs. Grigsby presented him with a gift on behalf of CGS for his service.

### **Superintendents' Comments**

- Dr. Taylor - Thanked Mrs. Grigsby for making time to meet with him each month in his role as executive superintendent.

### **Director's Report**

- CGS Events - Past & Upcoming
  - Fall social this weekend (Oct 22, 2023)
  - The Philadelphia trip went well, no issues, and was a hit with the students.
  - See list from board packet for other dates.

- Personnel & Instructional update
  - Instructional positions - All filled.
  - Regional Office Staff - Network Engineer approval is part of tonight's packet. Counselor position has only had one applicant.
- Observations and Post Observations will continue throughout the school year.
- Mr. Copeland - asked how CGS is addressing counseling needs. All students still have access to their home school counselor. Gifted resource teachers/coordinators have been helping when there is a need.
- CGS Application Process
  - Spotsylvania - started in October
  - Stafford - will start in November
  - King George and Caroline - will start in October/November
  - Informational meetings are starting in each county and a staff member is attending Holy Cross's informational meeting. Dr. Chase asked about Fredericksburg Christian. Director: We have never been invited to attend. Likely, that is due to the fact they have their own high school program, whereas Holy Cross ends in Grade 8. Mrs. Siegmund asked about bringing students to the CGS informational meetings to talk about the program. Mrs. Grigsby confirmed that this is done every year during middle school visits and information nights.
- AP Physics Professional Learning - Requested professional learning in January through the College Board for one day and six hours. All CGS Physics teachers will be expected to attend. Dr. Chase asked if we could invite other physics teachers.
- CGS Curriculum & AP Testing - Provided a chart of all classes we offer and which ones offer AP exams per Mr. Roles' request.
- Dr. Chase asked if the next Governing Board meeting could occur at a school to see a demonstration of the Vernier equipment that we have purchased over the last few years. Planned for the January meeting.
- Mr. Copeland - why no AP exam for Dual Enrollment Chemistry. AP Chemistry is a second year chemistry course, but CGS students have not taken the first level course. Thus, CGS goes through the DE route instead. Students are welcome to take the exam if they feel adequately prepared, but much extra work is required since it is above the 101 and 101L level taught in DE Chemistry.
- Mr. Roles questioned the selection of AP courses. Has the selection of AP courses been in place for a long time? Has there been debate about what to include? Director: The curriculum has been set for many years and any changes are voted on by the Governing Board. Question: Is AP Economics an option? Director: Not a core course (Math, English, Science, and History), so it does not fit into our curriculum or joint agreement. Dr. Taylor: AP Economics is not a substitute for any of the required history courses. Mr. Roles: Asked how the schedule works for CGS. Director: CGS classes are full year courses. CGS students will see the teachers at least 2 to 3 times a week. Only have 4 CGS courses each year. Math pathway varies depending upon what

courses students take in middle school, which equals two pathways. Culminating is completed in an intersession model to provide more time for support and to receive feedback from instructors.

### **Approval of October 19, 2023 Agenda**

- Dr. Chase makes a motion to approve the agenda with the removal of the Citizen, Board Member and Superintendent comments and the Director's Report. Mr. Copeland seconded the motion. Motion approved 3-0.

Dr. Chase made a motion to allow Mr. Roles to participate virtually. Mr. Copeland seconded, and the motion was approved 3-0.

**Approval of Consent Agenda** - Mr. Copeland motioned to approve the consent agenda, Dr. Daniels seconded the motion, and the motion was approved 4-0.

### **Informational Items:**

- Annual area of focus and program goals presentation. Based on feedback from 2015 and 2021 VDOE evaluations of CGS Program.
  - Strong Instructional Strategies & Student Engagement

Dr. Chase this appears to be your goal. How does this work with the teachers? At the end of each month the teachers reflect on how they used the strategies and indicate whether the strategy worked. If not, teachers meet with the director and discuss. Teachers enjoy a chance to receive feedback. Dr. Daniels - why did you choose 2 strategies? There are 14 strategies and asking that the teachers choose 2, it provides them with a variety of strategies to try and is not overwhelming to teachers. Teachers use all strategies but are writing a goal for 2 of the strategies.

Mr. Roles questioned "Research-based...effect size 0.4 or larger... CGS Classrooms". Anything 0.4 effect size or greater is something we want to try because it is statistically significant and shows an impact on student learning. Dr. Chase explained that it is a statistical measure. It is an indication (measurement) of how strong of an effect something has. Example 0.2 is a small effect 0.2-0.4 is a moderate effect, and 0.7 a really good effect size.

- Outreach to younger Gifted Students

Last year 5 out of 6 had STEM/STEAM activities. KGHS has a STEAM night for Elementary and middle school students. Goal this year is to have all 6 sites have STEM/STEAM activities for middle school students. Positive feedback was received from students and gifted resource teachers. Mr. Copeland - Since Caroline is not a site, how do we include them in the STEM/STEAM? Mrs. Grigsby responded that we can have KGCS come in the morning and Caroline in the afternoon to accommodate both groups. Dr. Daniels - Why only 5 out of 6? KG Site had a new teacher and had a STEM/STEAM night. We will meet that goal for this year.

- Implementation & Adaptation of Mathematics Curriculum to Meet the needs of All CGS Students

Provided history of how the curriculum has changed. Dr. Nabors - If students do not take an AP exam, do they take a final exam? Mrs. Grigsby - No, students are not required to take final exams in any of the participating counties regardless of AP exam participation.

- Gifted Endorsement of Teachers  
Ten faculty started their course work for Gifted endorsement. Four finished this spring. Goal is to have at least 50% of the teachers endorsed or enrolled in a program. Divisions have provided financial assistance for these teachers in the form of reimbursement.
- Retention & Meeting the Needs of Students  
Since COVID through 2022 - 9% attrition rate. CGS Counselor has helped the needs of the students, and this was the counselor and director's SMART goal last year. Attrition rate then decreased 3% to a 6% attrition rate. Goal is a 5% or less attrition rate annually.
- Formal Strategic Plan Creation

Dr. Daniels - Asked when culminating changed and how it works? Changed first year back in the classroom after COVID. Students work in intersessions for 3-5 days on culminating projects. During this intersession, students only have one of their CGS classes each day, and the remaining time is dedicated to culminating. Teachers provide instruction during this time and there is no homework for their core CGS classes. This allows students to work on culminating for longer periods of focused time with support from their teachers, and their homework time is then focused on culminating only.

- Demographic info  
See table in CGS Governing Board Packet. Dr. Daniels questioned whether we track which students are entitled to free AP exams? We do not because the schools do and the schools provide waivers/reduced fees for those who qualify.
- Demographic report to VDOE  
Mrs. Grigsby explained the report.

Mr. Copeland expressed that we have been attempting to reach the elementary and middle schools to help with the areas students are being underserved.

Dr. Chase: What is Stafford doing differently than everyone else? Mrs. Grigsby: Their application process is different in the testing area as they give credit for scores in subsections and not just the composite score for ability testing. Maybe other counties need to re-evaluate their process.

Dr. Daniels: Is there a way to have a conversation with the other counties to see what is working in Stafford and see if it can be implemented. Mrs. Grigsby will recommend to those overseeing the application process and ask other counties to add another column to see if it affects the final scores/selections.

Dr. Daniels: Wanted to know if there was a way we could test the students again to see if some of the gifted students were missed due to COVID. Asked Mr. Guempel to check and make sure we did not miss any students.

Mr. Roles: Questions about what the data represents. Would like to see the difference in male and female applicants. Stafford had a data pull problem so Mrs. Grigsby will need to get the male/female numbers. He was interested in the gender data for application. More females enroll in the program than males.

Dr. Daniels: Do we have any say in what programs we offer? Discuss different programs and what percentage is male vs. female. Mr. Copeland is interested to see how the numbers match Chesapeake Bay Governor's School.

- CGS Network Engineer Duties & Responsibilities vs. Participating Division Technology Maintenance & innovation

Created in collaboration between Mrs. Grigsby and Mr. Ramsey. Do all counties have the resources to provide a person to address CGS issues?

Dr. Chase asked the superintendents to meet and discuss this topic. Mr. Copeland asked if the counties could start providing internet and make the divisions take some of the responsibility. Mrs. Robison asked that when they have these discussions they think about how they will notify CGS when something needs to be purchased and how they will ensure it gets into the proper place.

Mr. Roles: Travel has been expensive in the past. Estimate the amount of travel expenses. Mrs. Grigsby will poll the technology directors and see if they think it is something they can take on. Mr. Roles asked if there would be some funds available to help cover the added expense? Superintendents would discuss.

Mr. Roles: What is the status of Fredericksburg joining the program? They have not requested to join the joint agreement at this time.

### **Action Items:**

### **Closed Session**

- Mr. Copeland motioned to move into closed session, seconded by Dr. Daniels, and approved 4-0.

### **Returned from Closed Session**

- Mr. Copeland: certify
- Dr. Chase: certify
- Mr. Roles: certify
- Dr. Daniels: certify

Mr. Copeland motioned to approve the personnel packet as presented, seconded by Dr. Daniels, motion approved 4-0.

### **CGS Vehicle Maintenance**

- Mr. Copeland makes a motion that we approve the fund allocation to cover the CGS vehicle expenses. Seconded by Dr. Daniels.

- Discussion:
  - With this use, the vehicle incurred maintenance and fuel costs. The total costs for the vehicle for the fiscal agent were \$1895.56 in maintenance costs and \$1028.50 in fuel/oil costs equaling \$2924.06. Since CGS has \$3186.77 remaining from the FY23 budget, the vehicle costs to the fiscal agent can be covered. \$262.00 will not carry over.
- Motion carried 4-0.

### **Final FY24 Budget**

- Mr. Copeland made a motion to approve the budget as presented, seconded by Dr. Daniels, motion carried 4-0.

### **Adjournment**

- Mr. Copeland made a motion to adjourn, seconded by Dr. Daniels, and motion carried 4-0  
Adjourned at 5:25 pm.