

The Commonwealth Governor's School

12301 Spotswood Furnace Road • Fredericksburg, Virginia 22407 • 540-548-1278 • Fax 540-548-1736

CGS Governing Board Meeting Minutes

Colonial Forge High School
January 18, 2024, 4:00pm-6:00pm

Attendance:

- Caroline - Ms. Allison Sears (primary board representative), Dr. Herb Monroe (superintendent designee)
- King George - Mr. Matthew Roles (primary board representative), Dr. Jesse Boyd (superintendent)
- Spotsylvania - Dr. Lorita Daniels (primary board representative), Mr. Allen Hicks (superintendent designee)
- Stafford - Dr. Sarah Chase (primary board representative), Mrs. Maureen Siegmund (alternate board representative), Dr. Thomas Taylor (superintendent)
- Regional Office – Mrs. Jennifer Grigsby (regional director), Mrs. Heidi Robison (program manager & clerk of the board)

Call to Order (4:00pm)

Roll Call & Introduction of Governing Board Members, Superintendents, and/or Central Office Representatives

Pledge of Allegiance

Approval of January 18, 2024 Meeting Agenda - Motion to approve agenda Dr. Daniels, second by Mr. Roles, motion carried 4-0

Organizational Action Items

CGS Governing Board Election for 2024

- Chairperson & Executive Superintendent - Mr. Roles nominated Dr. Chase, motion 4-0
- Vice-Chairperson - Dr. Chase nominated Mr. Roles, motion 4-0
- Clerk of the Board - Mrs. Robison, motion 4-0
- Approval of Fiscal Agent - Discussion of moving fiscal agent to Stafford County. Based on discussion from last year to this year, what has changed. Finance committee meets twice a year to discuss budget issues. Dr. Chase noted that Stafford has the most students in the program and stated that normally the county with the most students is fiscal agent. Originally there were two Spotsy and two Stafford sites. Stafford has added a third site.
 - Mr. Roles motioned to suspend the rules outlined in the Constitution, Bylaws, and Joint Agreement so that discussions can happen prior to vote and to bring it back in March for vote, second by Dr. Daniels. Motion (4-0)

Citizen Comments - NA

Board Members' Comments - introductions for new members

Superintendents' Comments - introductions for new members

Director's Report

- CGS Events – Past & Upcoming
 - CGS Fall Social Held on October 22, 2023 -
 - CGS Masquerade Ball - Scheduled to be held at the Fredericksburg Eagles Lodge on February 24 from 7:00 - 11:00 pm. Please consider stopping by to see the students, teachers, and parent chaperones if you have time. Be sure to wear your dancing shoes!
- •Field Experiences - Completed
 - Colonial Williamsburg Comparison Experience – Grade 11 – 9/13
 - Water Quality & Canoeing Ecology Experience – Grade 9 – 9/19-10/4 – one date per site
 - National Archives Field Experience – Grade 10 – 9/20
 - Theatre Experience – Hamlet – Grade 11 – 10/12
 - Chincoteague Field Research Station Experience – Grade 10
 - 10/16-10/17 – Riverbend, Colonial Forge, and King George Sites
 - 10/18-10/19 – Spotsylvania, Stafford, and North Stafford Sites
 - NEW - Philadelphia Interdisciplinary Field Experience – 10/18-10/19 - Grade 11 • The DE Chemistry and AP US History teams are excited to be offering a trip to Philadelphia to bring an opportunity to gain a new perspective on how our government was established and how Benjamin Franklin was not only a renowned statesman and enlightened thinker, but also a true scientist. We will be taking students to The Museum of the American Revolution, The Chemical Heritage Foundation, Reading Terminal Market, Love Park, and Independence National Historical Park–The Liberty Bell and Independence Hall.
 - Honors Algebra II Problem-Solving Workshop – Grade 9 – 10/25
 - Orienteering Field Experience – Grade 12 – 11/1
 - Smithsonian Air & Space Museum Mathematics Exploration – Grade 11 – 11/1 • Physics Laboratory Workshop – Grade 12 – 11/29
 - Pamplin Park Experience – Grade 11 – 11/29
 - Theatre Experience – A Christmas Carol – Grade 9 – 12/6
 - Mock Congress – Grade 10 – 12/6
 - Theatre Experience – As You Like It – Grade 12 – 12/13
- Upcoming
 - Poetry Workshop – Grade 12 – 1/30
 - Marine Corps Museum Experience – Grade 9 – 1/31
 - NEW – iFly Skydiving Physics Experience – Grade 12 – 2/27-2/29
 - National Gallery of Art Experience – Grade 9 – 2/28
 - NEW - Film Workshop & National Museum of African-American History & Culture – Grade 11 – 2/28
- Personnel & Instructional Update - Missing science teacher at KGHS, 3 other CGS science teachers are covering the classes. KGHS will pay the teachers hourly salary and taxes. CGS will make up any differences to ensure that CGS teachers receive a minimum of \$1,000 per month. CGS Counselor position is to be voted on this evening.
 - Discussion: Dr. Chase asks why KGHS is not paying the full \$1,000 each for other teachers to teach classes. Dr. Taylor suggested ratifying the agenda to vote on this due to affecting the budget.
 - Dr. Daniels made a motion to move this to action items, that becomes action item C.
- Observations continuing until all teachers have had an observation
- CGS Application Process - recruitment visits to each of the middle schools. Family info nights held for each county. Current applicants:
 - Caroline – 10 applicants for 5 seats; application is closed
 - King George – 24 applicants for 20 seats; application is closed
 - Stafford – 246 applicants (237 rising freshmen applicants, 6 rising sophomores, 3 rising juniors) for 90 seats; application is closed
 - Spotsylvania – 149 applicants (145 rising freshmen applicants; 5 rising sophomore applicants) as of 1/11; application closes on Friday, 1/12, finished with 170 applicants
 - Discussion: Holy Cross program family night.
- CGS VDOE visit - On December 1, two guests from the Virginia Department of Education visited, toured, and observed CGS. Elizabeth Schultz, Assistant State Superintendent of Public Instruction, and Amanda Nevetral, Director of Advanced Learning, visited two of the six sites. Students and teachers in the following classes and sites were observed during their afternoon visit:
 - Stafford Site – Grade 10 – AP Biology – Teacher: Mrs. Faith Calleson

- Stafford Site – Grade 9 – Honors English 9 – Teacher: Mrs. Winona Siegmund
- Riverbend Site – Grade 10 – Honors English 10 – Teachers: Ms. Michaela Godfrey & Mr. Ernie Meier
- Riverbend Site – Grade 9 – AP Environmental Science – Teacher: Mrs. Meredith Lohr
- AP Physics Professional Learning - The CGS Regional Office coordinated an AP Subject Workshop for the AP Physics 1 teachers on a teacher work day/professional learning day (January 3) across all of the CGS sites. We were unable to invite teachers from the divisions who teach outside of CGS because we did not receive confirmation from The College Board until after teachers had left for winter break. This workshop focused on helping the teachers with their instruction to the AP exam so students would have more success on the examination. The presenter, Greg Jacobs, is huge in the College Board physics community, and he commented that his time was best spent on helping the teachers set up their classes and instruction to focus on how the exam is scored. He commented that the teachers did not need help with the actual physics concepts, which is often what he spends a majority of his time instructing at these types of professional learning sessions.
- Region III Gifted Administrators' Presentation - On January 10, I was scheduled to present to the Region III Gifted Administrators on the topic of Engaging Instructional Strategies for Gifted Secondary Classrooms. Due to weather delays on that date, the group shifted my presentation to our in-person meeting on April 17. However, with this change, I will now be presenting a more in-depth and longer professional learning opportunity for the group with activities to take back to their divisions.
 - Discussion: Dr. Daniels asked about the invitation from Holy Cross. K-8 school.
 - Dr. Daniels, how are you all collecting data, would like to know how you are doing it.
 - Dr. Daniels on how you handle sexually explicit content. CGS has to meet all 4 counties requirements. List of all books are sent out to the parents at the beginning of the year, then teachers send out notices to the parents 2 weeks prior to the unit with a list of the themes in the text. Only one student has opted out this year.

Approval of January 18, 2024 Consent Agenda

- Dr. Chase motioned to approve the consent agenda, Dr. Daniels seconded the motion and the motion was approved 4-0

Informational Items

- Vernier Equipment Demonstration (4:XX - 5:04pm)
 - Dr. Paul Reibach – CFHS Site Science Teacher
 - Mrs. Jennifer Collins – CFHS Site Mathematics Teacher
 - Mr. Michael Thompson – CFHS Site Leader & Mathematics Teacher B. CGS
 - Discussion: Dr. Chase asks if Vernier equipment is shared with other classes. Yes. Specifically, Dr. Reibach is really good about going to other classes in the high school to demonstrate concepts with the equipment.
- Finance Committee Meeting Minutes – January 4, 2024 - Dr. Taylor, minutes reflect what happened in the meeting.
- CGS Fiscal Year 2025 Proposed Budget (First Reading) - includes 5% pay increase, second reading in March. Budget Approval May 2024.

Closed Session - Mr. Roles read in, Dr. Daniels second

- Motion to move into closed session pursuant to Code of Virginia, Section 2.2-3711.A.1, for discussion, consideration, or interviews of prospective candidates for employment; or for discussion of assignments, appointments, promotions, performance, demotion, salaries, disciplining, or resignations of specific public officers, appointees, or employees of any public body

Closed Session Certification / Open Session Reconvened - Dr. Daniels read out, Mr. Roles seconds

- Motion to end and certify closed session & reconvene open session. I certify to the best of each member's knowledge (i) only public business matters lawfully exempted from open meeting requirements under this chapter and (ii) only such business matters as

were identified in the motion by which the closed meeting was convened were heard, discussed, or considered in the meeting today.

- Certification:
 - Mr. Roles - certify
 - Dr. Daniels - certify
 - Ms. Sears - certify
 - Dr. Chase - certify

Action Items

- Assignments, Appointments, Promotions, Demotions, and Resignations as discussed in Closed Session. Mr. Roles made a motion to accept the personnel recommendation from the director for the CGS counselor. Dr. Chase seconded the motion, motion 4-0.
- CGS Governing Board Retreat - Dr. Chase motioned to have CGS retreat February 24, 2024, Saturday at Stafford High School, 8am to noon. Dr. Daniels seconded the motion. Motion approved 4-0.
 - Discuss at retreat
 - Purchase authority when in conflict with the regional agreement.
 - How to handle staff shortages
- Pay for CGS teachers covering other classes. Dr. Taylor recommended that this item be discussed at CGS retreat. Provide the Director some purchasing authority. This situation is in conflict with the regional agreement. The teachers are interacting and providing direct instruction with KGHS and SSSH/RHS students via Zoom. It is similar to our broadcast system for all sites. Teachers are going out to complete labs with KGHS students. Mrs. Siegmund questioned about mileage.
 - Mr. Roles made a motion that CGS continue to pay the difference between the hourly teacher rate and the \$1,000 teachers are guaranteed to cover KGHS CGS science classes. Mrs. Sears seconded the motion, motion approved 4-0.

Adjournment (5:28pm)

Next Meeting: Thursday, March 21, 2024
Caroline High School – Library
19155 Rogers Clark Blvd, Milford, VA 22514