**Roanoke Valley Governor’s School Regional Board  
Minutes of April 22, 2019 Meeting - DRAFT**

The Roanoke Valley Governor’s School Regional Board met on Monday, April 22, 2019, at 6:30 p.m. in the Roanoke Valley Governor’s School Lecture Hall. The following Board members were present:

Mr. Mark Cathey Roanoke City Chairman  
Mr. Jason Johnson Bedford County Vice Chairman  
Dr. Michael Chiglinsky Salem City  
Mrs. Michelle Crook Botetourt County   
Mr. Patrick Myers Craig County  
Mrs. Julie Nix Franklin County  
Mr. Mike Wray Roanoke County

Also present were Dr. Ken Nicely, representing the Committee of Superintendents; Governor’s School Director, Mark Levy; Clerk, Cindy Poulton; Deputy Clerk, Paula Buch; and Dawn Verhoeff, Bedford County Schools’ Science, Foreign Language and Gifted Supervisor.

Call to Order

Mr. Cathey called the meeting to order at 6:30 p.m. and welcomed all in attendance.

Approval of Agenda

On motion by Dr. Chiglinsky and Mr. Wray, the Board unanimously approved the agenda as distributed.

Approval of February 4, 2019 Meeting Minutes

On motion by Mr. Myers and Mrs. Nix, the Board unanimously approved the minutes as distributed.

2018-19 Operating Budget Update and Financial Report

Mr. Levy reviewed the current operating budget in comparison to the prior year noting the highlighted column on the 2017-18 budget most closely aligns with the current operating statement. He stated the most notable expenditure changes in 2018-19 occur in the Purchased Services and Mileage, Conference/Education categories due to an increased focus on professional development for staff. Mrs. Crook noted the continued lag in tuition payments from the localities, and Mr. Levy reassured the Board that the payments would work out by the end of the year. Mr. Cathey asked about the slight increase for equipment; Mr. Levy stated a number of old projectors no longer worked and were replaced by Active Boards. He added the Active Boards have been a good investment and he plans to add them in the remaining classrooms. Mr. Levy noted debt service payments continue to decrease and the larger of the two debts will be paid off completely in January 2020, which will free up funds for other use.

Adoption of the 2019-20 Budget

Mr. Levy stated the FY20 Budget was submitted for Board approval and a copy of the FY19 Budget was provided for context. He stated the preliminary FY20 Budget reviewed at the February meeting included a lower student enrollment. Because of requests from Roanoke County, Roanoke City and Salem City to alter the number of slots for 2019-20 to better balance the cohorts, enrollment was adjusted from 267 to 271 increasing total income for tuition to $1,277,765. Mr. Levy stated expenses remain mostly unchanged and include the required adjustments to teacher salaries, which will result in additional State funding. There is a slight increase for utilities, and the increase for maintenance and repair to $62,000 includes a $12,000 contingency and $50,000 to upgrade another laboratory. Mr. Levy stated he is presenting a deficit Budget that, with the unspent funds, will maintain the financial position of the Governor’s School above the $400,000 threshold required by the Board. Mr. Wray noted the increase for maintenance and repair was not substantial; Mr. Levy stated the increase would be facilitated by the additional tuition dollars. Mr. Wray asked if student attrition was a factor; Mr. Levy stated attrition is not a factor because the divisions have a solid selection process and Governor’s School staff works diligently to support students who may become overwhelmed or struggle initially. He added that if a slot does open, it is typically because a student chooses not to return the following year and the division selects another student to fill the slot.

On motion by Dr. Chiglinsky and Mrs. Crook, the Board unanimously approved the FY20 Budget as presented.

Mr. Levy thanked the Board for their support of the budget process.

Director’s Report

**Science Fairs**—Mr. Levy stated he had a lot of good news to share regarding student performance at the science fairs conducted since the Board’s February meeting. He reported that at the March 16 Western Virginia Regional Science Fair RVGS students received all 17 first place awards, and, along with the results of the Central Virginia Regional Science Fair, 19 projects moved forward to compete at the State fair. Five students (three projects) were Grand Award winners and will attend the International Science and Engineering Fair in May. Mr. Levy stated at the March 15 Virginia Junior Science and Humanities Symposium five RVGS students received awards and two students received gold medals and were named alternates for the national symposium. He stated the State Science Fair held on April 6 and hosted by the Virginia Tech Carilion School of Medicine resulted in the most successful showing for RVGS in recent memory featuring two Grand Awards for the first time in school history. Mr. Levy stated the two Grand Award winners would join the three projects that qualified at the Regional Fair for the International Fair. He complimented the students for the manner in which they received focused coaching from members of the staff. Board members received the full list of science fair results.

**Student Recruitment**—Mr. Levy stated acceptance letters had been received and information communicated to appropriate division staff. He stated a spring orientation would be conducted to give students a “running start” to the program.

**Community Outreach**—Mr. Levy stated students observed the second STEM Career Panel on March 19. The panel, representing professionals from a diverse range of STEM careers, discussed the varying attributes of their STEM field. Mr. Levy stated he attended a meeting of the Renaissance Academy, comprised of students from Roanoke City, Roanoke County and Salem, to discuss the Governor’s School and academic success. He noted the Academy provides support for African American males from elementary to high school. Mr. Levy stated the student-driven HERO award was given to Dr. John Chappell at the Fralin Biomedical Research Institute in recognition of his mentorship and assistance with student projects. Mr. Levy stated he enjoyed the opportunity to meet with the various school boards and hopes to do so again in the future. He stated building on the partnership with AEP, he has been encouraged by AEP to apply for grant funding, and he plans to pursue this opportunity in hopes of again offering a summer program.

**Teacher/Staff Updates**—Mr. Levy announced that Matthew Browning, a second year teacher of Algebra 2, AP/DE Statistics, and Fundamentals of Research, was named the 2018-19 RVGS Teacher of the Year; Joanne Villers, a second year Chemistry and Environmental Research teacher, was named the Outstanding High School Chemistry Teacher by the Blue Ridge Section of the American Chemical Society. Mr. Levy stated he is proud that no staff turnover is expected for 2019-20 and again expressed concerns regarding the large class sizes for first year courses anticipated for the upcoming year.

**Senior Dinner**—Mr. Levy encouraged Board members to attend the Senior Dinner on May 6 at the Hotel Roanoke and reminded them to RSVP to Mrs. Buch by May 1.

Board members congratulated Mr. Levy on an excellent report.

Board Discussion Items

Mrs. Nix encouraged Board members to visit the new “Thinkabit Lab” by Qualcomm and Virginia Tech at the Roanoke Higher Education Center. She stated the Lab features an engaging makerspace and coding environment where students complete and present a project. The program is currently targeted to sixth grade students. Mr. Wray noted the Roanoke Higher Education Center would soon celebrate its 20th anniversary.

Superintendents’ Items

Dr. Nicely expressed his appreciation to Mr. Levy for working with the division to balance enrollment and even out the slots. He added the Governor’s School is quite the example of cooperation on a regional level.

Next Meeting

The next meeting is Monday, June 3, 2019 at 6:30 p.m. Mrs. Crook stated a work obligation would prevent her from attending.

Adjournment

The Chairman adjourned the meeting at 7:10 p.m.

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Mark K. Cathey, Chairman

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Cindy H. Poulton, Clerk