



# ROANOKE VALLEY GOVERNOR'S SCHOOL

## Regional Board

## Meeting Agenda

Monday, June 12, 2017

Roanoke Valley Governor's School Lecture Hall

2104 Grandin Road, SW

6:30 p.m.

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| 1. Call to Order                       | Mrs. Ruth Wallace, Chairman |
| 2. Approval of Agenda                  | Board                       |
| 3. Approval of April 3 Meeting Minutes | Board                       |
| 4. 2017-18 Budget                      | Mr. Levy                    |
| 5. Director's Report                   | Mr. Levy                    |
| 6. Board Discussion Items              | Board                       |
| 7. Superintendents' Discussion Items   | Superintendents             |
| 8. Announcement of Next Meeting        | Mrs. Wallace                |

Monday, October 23, 2017 at 6:30 p.m.

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| 9. Adjournment | Chairman |
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## Roanoke Valley Governor's School Regional Board Minutes of April 3, 2017 Organization Meeting - **DRAFT**

The Roanoke Valley Governor's School Regional Board met on Monday, April 3, 2017, at 6:30 p.m. in the Roanoke Valley Governor's School Lecture Hall. The following Board members were present:

Mrs. Ruth Wallace	Botetourt County	Chairman
Mr. Mark Cathey	Roanoke City	Vice Chairman
Mrs. Sarah Alexander	Franklin County	
Dr. Michael Chiglinsky	Salem City	
Mr. Jason Johnson	Bedford County	
Mr. Mike Wray	Roanoke County	

Absent: Mr. Patrick Myers      Craig County

Also present: Dr. Rita Bishop, representing the Committee of Superintendents; Governor's School Director, Mark Levy; Clerk, Cindy Poulton; Deputy Clerk, Paula Buch; Roanoke County Schools Superintendent, Dr. Greg Killough; Salem City Schools Assistant Superintendent for Instruction, Curtis Hicks; and Dawn Verhoeff, Bedford County Schools' Science, Foreign Language and Gifted Supervisor.

### Call to Order

Mrs. Wallace called the meeting to order at 6:30 p.m.

### Closed Meeting

On motion by Mr. Cathey, the Board convened a closed meeting to discuss personnel matters pertaining to the assignment and performance of specific public employees pursuant to Section 2.2-3711.A.1. of the Code of Virginia (1950) as amended. The motion was seconded by Mr. Wray and approved by the Board at 6:30 p.m. The Board moved to the administrative conference room for the closed meeting.

### Certification of Closed Meeting

The Board returned to the Lecture Hall, and a motion was made by Mr. Cathey certifying that to the best of each member's knowledge (1) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies; and (2) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed, or considered by the Board. The motion was seconded by Mr. Wray and passed by roll call vote at 6:43 p.m.

### Approval of Agenda

On motion by Mrs. Alexander and Dr. Chiglinsky, the Board unanimously approved the agenda as distributed.

Approval of February 6, 2017 Meeting Minutes

On motion by Mrs. Alexander and Dr. Chiglinsky, the Board unanimously approved the minutes of the February 6, 2017 meeting as distributed.

2016-17 Budget Update and Financial Report

Mr. Levy stated the categories continue to remain within budget, there is nothing out of the ordinary to report, and he expects the budget will remain as projected through the remainder of the year.

Proposed 2017-18 Budget

Mr. Levy reviewed the proposed 2017-18 Budget noting revenues include State funds totaling \$463,090, a decrease of \$3,720 from this year's revenue due the State's projected enrollment at 269; tuition totaling \$1,273,050 based on 270 students at \$4,715 per student, an increase of \$65 per student; and funding for technology totaling \$26,000, bringing total revenues to \$1,762,140. He stated the tuition increase is a result of the Board's action in February to maintain \$400,000 in the unspent funds category, which is a way to have a trigger point for any necessary tuition increases. Mr. Levy added that it has been several years since a tuition increase was needed, and all unspent monies at the end of the year will return to the carry-over fund and may result in a tuition increase that is closer to \$62 per student. Mr. Levy stated total expenditures are up \$8,777 due to increases in mandatory employer paid items (FICA and VRS) and a slight bump up in health insurance. He stated the only category within his power to adjust is educational expenses, and this category has been maintained at \$225,000 for many years; salaries and stipends are somewhat lower, utilities remain consistent at \$57,000, maintenance and repairs remain consistent at \$12,000, and debt service costs will decrease slightly. Dr. Bishop stated that health insurance runs on a calendar year rather than fiscal year; therefore, budget projections are for the first six months of FY2018 where a smaller percentage increase has been projected. She added Roanoke City is aggressively pursuing a variety of avenues to ensure health insurance costs are manageable. Mr. Levy added that the Governor's School is fortunate to receive support from its foundation and the participating school divisions, and students receive a great education for the money. Mr. Levy added revenues are clearly bolstered by student tuition and while all of the participating divisions have a set number of student slots, any shortfall directly impacts State reimbursement. He added his preference is to offer available slots to other school divisions rather than have a division pay for a slot that it does not use. Mr. Levy reported an active recruitment season with good response; however, he has not yet heard from Craig County regarding their four slots. Mr. Wray asked if 270 students was the maximum enrollment; Mr. Levy stated the Governor's School has had as many as 277 students and could enroll more than the current 270. He added the reduced number occurred at a time when many school divisions had to make budget cuts.

On motion by Mr. Cathey and Mrs. Alexander, the Board unanimously approved the 2017-18 Budget as presented.

### Director's Report

Mr. Levy reported the Atomic Force Microscope (AFM) was in the building and while not fully operational, he was prepared for a "show and tell" following the meeting.

Mr. Levy stated student participation in regional and state science fairs resulted in significant successes for Governor's School students:

- ✓ Western Virginia Regional Science Fair - RVGS students received 11 first place awards. Grand Award winners Christine Flora and Reid Tenzer will attend the International Science and Engineering Fair in May.
- ✓ Virginia Junior Science and Humanities Symposium - 12 RVGS students participated and eight students received Outstanding Research awards; Reid Tenzer received Best Sophomore-Life Science; Kendall Livesay and Tara Malloy were Presidential Scholar Nominees; and Gold Awards were won by Christine Flora, Vanessa Lin, Tara Malloy and Richard Qiu—the largest number of gold awards in recent years; Richard Qiu was named one of five top award winners and earned the opportunity to present his research at the National Symposium.
- ✓ State Science Fair - 20 RVGS students presented 14 projects resulting in 1<sup>st</sup> Place, 2<sup>nd</sup> Place and 3<sup>rd</sup> Place winners.

Mr. Levy reported acceptance letters had been mailed for the upcoming school year.

Mr. Levy stated another Shelly STEM Challenge was held in March where students competed to design and race self-propelled cars; a team of freshmen from Patrick Henry took top honors, and Vicky Shelly was present and waived the green flag.

Mr. Levy stated community outreach and collaboration has been a goal, and students recently participated with Mr. Levy in a STEAM night at Cave Spring Elementary. Additionally, students will present at the Robotics Week Exhibition at the South Roanoke County Library on April 8, and staff is meeting with the research faculty at VTCRI to optimize the mentorship program. Mr. Levy is collaborating with Dr. Fox at VTCRI to work toward a summer research opportunity that may result in a paid internship for two Governor's School students.

Mr. Levy stated he was pleased to boast on several recent staff awards:

- ✓ The Governor's School Teacher of the Year, Melissa Harnist, is a finalist for the RCPS Division Teacher of the Year.
- ✓ Dr. Mark Frazier has been named the Outstanding Chemistry Teacher of the Year by the Blue Ridge Section of the American Chemical Society.
- ✓ Cindy Bohland was named a recipient of the Olmstead Award from Williams College.

Mr. Levy announced that two teachers are leaving the Governor's School at the end of the year—a math teacher is relocating out of state with her husband, and a physics teacher is relocating to Atlanta. He stated recruitment and interviews are underway to fill these positions.

#### Board Items

Dr. Chiglinsky praised the work of Mrs. Regina Carson who recently wrote an excellent article featuring a Salem High School student. He commended Mrs. Carson for her efforts to promote the Governor's School throughout the region.

Mr. Johnson asked who sends the letters notifying students that they were not accepted; Mr. Levy stated it has been a longstanding practice for the Governor's School to send the acceptance "packets" while the individual districts send the letters notifying students they were not accepted. Dr. Bishop added that the home school division handles the notification because the staff is able to advise the parent and student as to what they can do to be a stronger candidate in the next application year.

#### Next Meeting

The next meeting of the Roanoke Valley Governor's School Regional Board is Monday, June 12, 2017 at 6:30 p.m.

#### Adjournment

The Chairman adjourned the meeting at 7:20 p.m.

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Ruth E. Wallace, Chairman

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Cindy H. Poulton, Clerk

## Roanoke Valley Governor's School Budget 2017-18

<b>INCOME</b>		
Tuition	1,273,050	\$4715 x 270 students
Commonwealth of Virginia	463,090	(varies with enrollment)
VPSA funding for technology	26,000	
<b>TOTAL INCOME</b>	<b>1,762,140</b>	

<b>EXPENSES</b>		
Salaries and stipends	866,087	Projection based on current staff
Mandatory Employer Paid Items	218,517	VRS employer share and FICA
Health Insurance	219,570	Projection based on current staff
Utilities	57,000	
Debt Service	192,971	
Maintenance and Repair	12,000	
Educational Expenses	225,000	includes classroom and lab supplies, books and subscriptions, equipment, technology, field trips, science fairs, office supplies, copier, conferences and mileage, purchased services
<b>TOTAL EXPENSES</b>	<b>1,791,145</b>	

<b>UNSPENT FUND Balance</b>	
Unspent funds start of year	TBD
Expenditures from unspent funds	29,005