

Central Virginia Governor's School Governing Board Meeting Minutes Wednesday, February 1, 2017, 1:00 pm

This meeting of the Governing Board of the Central Virginia Governor's School for Science and Technology (CVGS) was held in the Conference Room of the Governor's School.

Governing Board members in attendance included Jennifer Cumby (Amherst County Public Schools), John Hicks (Bedford County Public Schools), and Roger Akers (Campbell County Public Schools).

Others in attendance were Brendon Albôn (Amherst County Public Schools), Annette Bennett (Appomattox County Public Schools), Sara Danaher (Bedford County Public Schools), Bobby Johnson (Campbell County Public Schools), James Rinella (Campbell County Public Schools), Heather Bolling (Lynchburg City Schools), Steve Smith (CVGS), and Kim McMillan (CVGS).

1. Call to order

Mr. Akers called the meeting to order at 1:03 pm.

2. Approval of meeting agenda

Dr. Hicks made a motion to approve the agenda; Ms. Cumby seconded the motion, and it was approved by the Board.

3. Recommendation for approval of the minutes of the December 7, 2017, meeting

Dr. Hicks made a motion to approve the minutes; Ms. Cumby seconded the motion, and it was approved by the Board.

4. Review of monthly financial report dated January 31, 2017 (Attachment A.i)

Dr. Smith indicated that all revenue and expenditures were in alignment with projections at this time.

The Lynchburg City School finance department has changed the way it reports the fund balance money and added a line to the revenue accounts. The new line item is titled "Budget Designated Encumbrances" and shows the amount of funds in the fund balance. The balance in this line is equal to the balance in the Capital Outlay expense line.

Dr. Smith reminded the board that the Purchased Services line item will likely be overspent. This is the line item that is used for the tuition payment to Central Virginia Community College. In the spring 75% of this tuition will be refunded to CVGS.

The Materials and Supplies line item has been used to purchase the items approved by this Board and fund balance items. This has caused this line item to be overspent.

Seventy-two new lap tops will be purchased using the capital outlay funds along with the tech ed revenue for the past two years.

5. Update on the CVGS slot increase request from the Lynchburg City Schools

The Lynchburg City School Board did not approve the addition of student slots in the 2017-18 budget. As a result there is still room for nine additional juniors and nine additional seniors at the Governor's School. Many school divisions are just starting the budget approval process and will report to the Board if they are interested in adding student slots.

Amherst County is currently out of balance, meaning it does not have the same number of juniors and seniors. Dr. Albon has mentioned the possible need to have some flexibility in the upcoming years in order to balance their classes. More details will be available after the committee has looked at the applications.

6. Recommended 2017-18 Governor's School Academic Calendar (Attachment A.ii)

Dr. Smith distributed a draft calendar dated 2/1/17. There were a few changes from the draft that was distributed in the Board Bundle. The calendar was distributed for information only at this time. Action will be taken at the March meeting.

7. Governor's School selection process for 2017-18

- A. All ten high schools have been visited. The number of students that attend this event varies at each high school and each year.
- B. The Governor's School hosted two Program Overview Nights for prospective students and their families on January 18, 2017, and January 26, 2017.
- C. March 10, 2017, is the deadline for Division Advocates to forward student selection information to the Governor's School. This information will include students selected, students on the wait list, and students not selected.
- D. Letters will be sent to all students who applied for the 2017-18 school year notifying them of their selection statuses by March 17, 2017.

8. Items of Information

A. Recent Events

- i. Ms. Coghill and Erica Eubank (Amherst County Public School) visited the wind tunnel at UVa to collect data for her research project on Friday, December 2, 2016.
- ii. The Governor's School was open on Saturday, December 3, 2016, and again on December 10, 2016, for those students who wanted extra help preparing for exams or additional lab time.
- iii. Final exams at the Governor's School were on Friday, December 9, 2016, and Monday, December 12, 2016.
- iv. The Industrial Advisory Board met on Wednesday, January 11, 2017.
- v. Capitol Day was January 23, 2017. Dr. Smith took six students to talk to representatives in the General Assembly. The students that attended this event were Madi Alvis (Rustburg High School), Julia Grier (Jefferson Forest High School), Summer Rucker (Amherst County High School), Hannah Schrock (William Campbell Combined School), Skylar Wilhoit (Appomattox County High School), and Carson Wood (EC Glass High School). Students thank them for supporting public education and specifically the Governor's School.

B. Upcoming Events

- i. Internships will begin on Friday, February 17, 2017, and end on May 19, 2017.
- ii. The Central Virginia Regional Science Fair will be on Saturday, March 4, 2017, on the campus of Central Virginia Community College. Board members are invited to attend.

9. Items from the Board

As there were no further items from the Board, Dr. Hicks made a motion to adjourn at 1:44 pm; Ms. Cumby seconded the motion, and it was approved by the Board.

**The next Governing Board meeting is scheduled for
Wednesday, March 1, 2017, at 1:00 pm.**

DATE - 1/31/17
 TIME - 11:16:35
 PROG - GNL.570
 REPT - GOV REV & EXP

LYNCHBURG CITY SCHOOLS
 GOVERNOR SCHOOL REVENUE & EXPENDITURES

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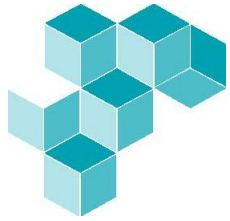
January 31, 2017

ACCOUNT NUMBER / TITLE	BUDGET	CURRENT MONTH TRANSACTIONS	YEAR-TO-DATE TRANSACTIONS	CURRENT ENCUMB BAL	CURRENT BUDGET BAL
REVENUE ACCOUNTS					
8.0000.000.0380.400.715 240229 GOVERNOR'S SCHOOL	360,000.00-	.00	.00	.00	360,000.00-
8.0000.000.0386.400.715 240299 OTHER STATE FUNDS	52,000.00-	.00	.00	.00	52,000.00-
8.0000.000.0719.400.715 190101 TUIT FM OTH CO/CY	568,700.00-	573,400.00-	573,400.00-	.00	4,700.00
8.0000.000.0720.400.715 190102 OTH PMT OTH CO/CY	131,250.00-	.00	.00	.00	131,250.00-
8.0000.000.0809.100.011 BUDGET DESIG-ENCUMBRANCES	137,276.05-	.00	.00	.00	137,276.05-
REVENUE ACCOUNTS	1,249,226.05-	573,400.00-	573,400.00-	.00	675,826.05-
EXPENSE ACCOUNTS					
8.1100.304.1120.400.715 SALARIES-INSTRUCTIONAL	397,630.00	199,294.09	199,294.09	193,234.56	5,101.35
8.1100.304.1520.400.715 SALARIES-SUBSTITUTES	5,000.00	3,636.00	3,636.00	.00	1,364.00
8.1100.304.1620.400.715 SALARIES - SUPPLEMENTAL	26,390.00	14,507.35	14,507.35	13,666.68	1,784.03-
8.1100.304.2100.400.715 FICA	32,820.00	14,886.74	14,886.74	10,868.40	7,064.86
8.1100.304.2211.400.715 VRS PROFESSIONAL	62,161.00	33,740.42	33,740.42	36,595.22	8,174.64-
8.1100.304.2300.400.715 HMP (HOSPITAL/MEDICAL) PLAN	32,500.00	16,140.98	16,140.98	16,151.22	207.80
8.1100.304.2330.400.715 DENTAL INSURANCE	2,184.00	854.00	854.00	910.00	420.00
8.1100.304.2340.400.715 VISION INSURANCE	176.00	55.28	55.28	71.36	49.36
8.1100.304.2411.400.715 GROUP LIFE - PROFESSIONAL	5,046.00	3,015.12	3,015.12	2,928.08	897.20-
8.1100.304.2700.400.715 WORKER'S COMPENSATION	1,427.00	.00	.00	.00	1,427.00
8.1100.304.2750.400.715 RETIREE HEALTH CARE CRDT	4,707.00	2,554.76	2,554.76	2,480.82	328.58-
8.1100.304.2820.400.715 TUITION REIMBURSEMENT	6,000.00	.00	.00	.00	6,000.00
8.1100.304.3000.400.715 PURCHASED SERVICES	195,000.00	124,043.60	124,043.60	.00	70,956.40
8.1100.304.5200.400.715 COMMUNICATIONS	500.00	.00	.00	.00	500.00
8.1100.304.5500.400.715 TRAVEL	1,000.00	.00	.00	.00	1,000.00
8.1100.304.5800.400.715 MISCELLANEOUS	1,000.00	263.28	263.28	.00	736.72
8.1100.304.6000.400.715 MATERIALS & SUPPLIES	10,000.00	23,994.53	23,994.53	.00	13,994.53-
8.1100.304.6008.400.715 VEH & POWER EQUIP-FUEL	500.00	52.10	52.10	347.90	100.00
8.1100.304.6009.400.715 VEH & POWER EQUIP-SUPPLY	500.00	.00	.00	.00	500.00
8.1100.304.6020.400.715 TEXTBOOKS AND WORKBOOKS	3,000.00	94.08	94.08	.00	2,905.92
8.1100.304.6030.400.715 INSTRUCTIONAL MATERIALS	7,500.00	.00	.00	.00	7,500.00
8.1100.304.8200.400.715 CAPITAL OUTLAY ADDITION	3,000.00	.00	.00	.00	3,000.00
8.1310.304.2834.400.715 TERMINAL PAY-VACATION	2,500.00	.00	.00	.00	2,500.00
8.1310.304.2835.400.715 TERMINAL PAY-SICK	2,500.00	.00	.00	.00	2,500.00
8.1320.304.5400.400.715 LEASES & RENTALS	3,000.00	1,463.21	1,463.21	1,117.92	418.87
8.1410.304.1126.400.715 SALARIES-PRINCIPALS	53,133.00	30,994.04	30,994.04	22,138.60	.36
8.1410.304.1150.400.715 SALARIES-CLERICAL	32,615.00	18,700.86	18,700.86	13,586.10	328.04
8.1410.304.1620.400.715 SALARIES - SUPPLEMENTAL	5,000.00	2,708.37	2,708.37	2,291.52	.11
8.1410.304.2100.400.715 FICA	6,560.00	3,733.70	3,733.70	2,711.34	114.96
8.1410.304.2211.400.715 VRS PROFESSIONAL	12,571.00	7,285.28	7,285.28	5,237.20	48.52
8.1410.304.2300.400.715 HMP (HOSPITAL/MEDICAL) PLAN	7,500.00	4,422.36	4,422.36	3,080.90	3.26-
8.1410.304.2330.400.715 DENTAL INSURANCE	504.00	210.00	210.00	210.00	84.00
8.1410.304.2340.400.715 VISION INSURANCE	38.00	16.80	16.80	16.80	4.40
8.1410.304.2411.400.715 GROUP LIFE - PROFESSIONAL	1,020.00	651.00	651.00	468.00	99.00-
8.1410.304.2750.400.715 RETIREE HEALTH CARE CRDT	952.00	551.50	551.50	396.50	4.00
8.1410.304.3000.400.715 PURCHASED SERVICES	3,000.00	483.00	483.00	84.50	2,432.50
8.1410.304.5000.400.715 OTHER CHARGES	1,000.00	.00	.00	.00	1,000.00
8.1410.304.5200.400.715 COMMUNICATIONS	500.00	306.10	306.10	.00	193.90
8.1410.304.5300.400.715 INSURANCE	500.00	211.56	211.56	.00	288.44
8.1410.304.5500.400.715 TRAVEL	5,000.00	.00	.00	.00	5,000.00
8.1410.304.5800.400.715 MISCELLANEOUS	2,000.00	545.32	545.32	550.00	904.68

DATE - 1/31/17
TIME - 11:16:35
PROG - GNL 570
REPT - GOV REV & EXP

LYNCHBURG CITY SCHOOLS
GOVERNOR SCHOOL REVENUE & EXPENDITURES
January 31, 2017

ACCOUNT NUMBER / TITLE	BUDGET	CURRENT MONTH TRANSACTIONS	YEAR-TO-DATE TRANSACTIONS	CURRENT ENCUMB BAL	CURRENT BUDGET BAL
8.1410.304.6000.400.715 MATERIALS & SUPPLIES	5,000.00	17,196.70	17,196.70	.00	12,196.70-
8.2140.304.3000.400.715 PURCHASED SERVICES	2,000.00	.00	.00	.00	2,000.00
8.4200.304.1180.400.715 SALARIES-LABORER	25,437.00	14,576.06	14,576.06	10,806.40	54.54
8.4200.304.1280.400.715 OT - LABORERS	1,000.00	553.38	553.38	.00	446.62
8.4200.304.2100.400.715 FICA	2,022.00	1,006.73	1,006.73	736.50	278.77
8.4200.304.2212.400.715 VRS NON-PROFESSIONAL	1,809.00	917.32	917.32	681.50	210.18
8.4200.304.2300.400.715 HMP (HOSPITAL/MEDICAL) PLAN	5,000.00	2,934.74	2,934.74	1,819.90	245.36
8.4200.304.2330.400.715 DENTAL INSURANCE	168.00	196.00	196.00	140.00	168.00-
8.4200.304.2340.400.715 VISION INSURANCE	.00	2.08	2.08	10.40	12.48-
8.4200.304.2412.400.715 GROUP LIFE - NON-PROF	336.00	191.64	191.64	142.40	1.96
8.4200.304.2700.400.715 WORKER'S COMPENSATION	539.00	.00	.00	.00	539.00
8.4200.304.3000.400.715 PURCHASED SERVICES	.00	.00	.00	1,634.00	1,634.00-
8.4200.304.5200.400.715 COMMUNICATIONS	10,000.00	.00	.00	.00	10,000.00
8.4200.304.5300.400.715 INSURANCE	6,000.00	6,603.64	6,603.64	.00	603.64-
8.4200.304.5400.400.715 LEASES & RENTALS	43,000.00	.00	.00	.00	43,000.00
8.4200.304.8000.400.715 CAPITAL OUTLAY	137,276.05	91,905.97	91,905.97	12,967.68	32,402.40
8.8100.304.8200.400.715 CAPITAL OUTLAY ADDITION	71,705.00	34,895.79	34,895.79	19,754.37	17,054.84
EXPENSE ACCOUNTS	1,249,226.05	680,395.48	680,395.48	377,836.77	190,993.80
REPORT TOTAL	.00	106,995.48	106,995.48	377,836.77	484,832.25-



Central Virginia Governor's School Calendar 2017-18

DRAFT

- ① End of First Grading Period
- ② End of Second Grading Period and First Semester
- ③ End of Third Grading Period
- ④P End of Fourth Grading Period and Second Semester; Picnic celebration
- B Back to School Night for Juniors (7 p.m.- 8 p.m.)
- CN Conference Night (5 p.m. - 7 p.m.)
- E Exams (math and science courses only)
- F First Day for Students
- FI First Internship Day
- H Holiday-teachers and students do not attend
- LI Last Internship Day
- MC Middle School Science Challenge (3 p.m. - 7:30 p.m.)
- MS Middle School Day
- PO Program Overview Night (7 p.m. - 9 p.m.)
- RM Registration Meeting (new students/parents; 7 p.m. - 9 p.m.)
- RR Recognition Reception (2 p.m. - 4 p.m.)
- RS Research Symposium (7 p.m. - 9 p.m.)
- S Spring Break-teachers and students do not attend
- SO New Student Orientation Day
- SS Saturday School (Optional for students: 9 a.m. - noon)
- T Teacher Workday-students do not attend
- W Winter Break-teachers and students do not attend

July 2017

S	M	T	W	T	F	S
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9	10	11	12	13	14	15
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23	24	25	26	27	28	29
30	31					

August 2017

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27	28	29	30	31		

September 2017

S	M	T	W	T	F	S
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17	T	19	20	21	22	23
24	25	26	27	28	29	SS

October 2017

S	M	T	W	T	F	S
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8	9	10	11	12	13	14
15	T	CN	18	19	20	21
22	23	24	CN	26	27	28
29	30	31				

November 2017

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12	13	14	15	16	17	SS
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December 2017

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24	W	W	W	W	W	30
31						

January 2018

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28	29	30	31			

February 2018

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25	26	27	28			

March 2018

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11	12	13	14	15	③	17
18	T	20	21	22	23	24
25	26	27	28	29	MS	31

April 2018

S	M	T	W	T	F	S
1	S	S	S	S	S	7
8	9	10	11	12	MS	SS
15	16	17	RM	E	20	SS
22	E	24	RS	T	27	28
29	30					

May 2018

S	M	T	W	T	F	S
		1	2	3	4	5
RR	7	MC	9	10	11	12
13	14	15	16	17	LI	19
20	21	22	23	24	④P	26
27	H	T	T	T		

June 2018

S	M	T	W	T	F	S
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3	T	T	T	T	T	9
10	SO	SO	SO	T	T	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

Governing Board meets the first Wednesday of each month at 1 p.m.
 Foundation Board meets at noon on September 20 and April 18.
 Foundation Finance Committee meets at noon on March 7 and June 6.

Tuesday, December 19 and Wednesday, December 20 will be Friday schedules to allow time for Research and Senior Seminar.
 The Regional Science Fair occurs on a Saturday in March.