

Division Leadership Team Meeting

February 10, 2021 – 8:30 a.m.

Dr. Clemons welcomed everyone and turned the meeting over to Dr. Chuck Wagner, Assistant Superintendent for Instructional Services.

Equity Day Follow-Up

Dr. Wagner asked Dr. Jennifer Tingley, newly appointed Director of Special Education, to conduct an activity with the group that was shared during the Equity Day training. Dr. Tingley first introduced the school psychologists and thanked them for arranging the Equity Day training. Moving forward, school psychologists will be offering opportunities weekly at each building to help provide resources and self-help tips to staff during this very stressful time. DLT members participated in a four step breathing exercise, which is one of the self-help relaxation exercises shared during the training. This information is also available in an Equity Day Resources folder located in Google.

Community Engagement – Gloria Williams, Gloucester County Community Engagement & Public Information Manager, previously shared with members that Gloucester County launched a COVID resource call center, however, a state call in center is now available and all calls will be directed to that center. The next edition of the *Beehive* will be going out in May. Community Engagement is advertising for a part-time administrative assistant and will also have an opening at Petsworth for a Community Engagement Coordinator to replace Cindy Thomas, who is retiring.

Gloucester County I.T. – George Baines, Gloucester County I.T. Director, indicated some delays have occurred with the calls being forwarded to the state call center. Calls will continue to be answered in Gloucester until the issue is resolved. Mr. Baines indicated 5,300 people have received the first dose of the COVID vaccine in Gloucester County and 843 have received the second dose. The county is still working to expand Broadband and hopes that will occur within six to twelve months. Mr. Baines thanked Scott Mecca, GCPS I.T. Director for the assistance he has provided in this process.

Vaccination Update – Dr. Clemons thanked everyone who took advantage of the opportunity to receive vaccinations. Of the 475 available slots offered to GCPS through Riverside Walter Reed Hospital, 474 were used. Dr. Clemons commended Lisa Jones, GCPS Nursing Coordinator and Rachel Blankenship, Executive Director of Human Resources & Compliance for the diligent job both have done during this process. Mrs. Jones indicated a survey would

be sent out to staff who have not received the vaccination, to offer another opportunity to do so. Mrs. Blankenship reminded members to be sure to inform staff who don't normally use email.

Superintendent's Recommended Budget – Dr. Clemons and the Executive Leadership Team will be presenting the superintendent's recommended budget to the School Board at the February 18, budget work session. Departmental budget requests are being reviewed and will be addressed as possible. Compensation is also being reviewed, as well as health insurance, which is not expected to have the negative impact on the budget like it has in the past. Dr. Clemons is hopeful the budget will be favorable this year, following the \$479,000 less than level funding received last year and reminded members that decreased enrollment does not equate to decreased expenses. Dr. Clemons is hopeful the School Board's budget request will be supported by the Board of Supervisors as well as staff.

Staff Bonuses – The Executive Leadership Team requested bonuses for all staff at the School Board meeting on 02/09/2021. All full-time staff will receive a \$900 bonus and part-time staff (under 30 hrs.), a \$450 bonus, which will be included in March paychecks. Dr. Clemons explained that raises were not included in the FY'21 budget due to the pandemic, however some positions were also temporarily not filled. This created a savings of over \$700,000, which will cover the cost of bonuses.

Congratulations – Dr. Clemons recognized Dr. Tingley, who has been serving as Acting Director of Special Education and was appointed as Director at the School Board meeting on February 9. In addition, Ms. Jones, Nursing Coordinator, was appointed as Director of Nursing. Dr. Clemons noted GCPS is a great place to be and is reminded that we need to support each other.

ELT Updates

Instruction – Dr. Chuck Wagner, Assistant Superintendent for Instructional Services, informed members of plans for a summer program, starting with an initial meeting on 02/16/2021, which will include representation from all departments. Dr. Wagner feels many families will take advantage of this opportunity.

As a follow-up to the equity day training, Dr. Wagner indicated all departments need to feel validated and would like to form an equity committee. Equity means different things to all of us and the desire is to have broad representation from our staff on the committee. Dr. Bess Worley, Director of Assessment & Evaluation, mentioned the need to recognize all inequities, including age, gender orientation, religion and other perspectives brought to the conversation.

Budget & Finance– Heather Lucas, Chief Financial Officer, had no additional items. Bonuses, health insurance, and budget had previously been discussed in the meeting.

Human Resources – Rachel Blankenship, Executive Director of Human Resources & Compliance, indicated plans are underway for the virtual job fair, which will occur over the course of a week. More information will be forthcoming.

Operations – Bryan Hartley, Executive Director of Operations, indicated plans are underway to finalize the Achilles bus loop. Additional plans will occur at the Page ballfield site when the weather allows the site to dry out. FY'22 may have many projects if the County Administrator's proposal to bundle GCPS CIP projects is approved. Please send Mr. Hartley calendar considerations as soon as possible to allow him to work with divisions across the region in finalizing schedules.

Department Updates

Grounds – Jimmy Viars, Grounds Manager, is prepared for the possible snow forecasted and is beginning to prepare fields for the upcoming “fall” season. Please inform him of any needs at your locations.

Food Services – Steve Patton, Director of Food Services, thanked the Executive Leadership Team for bonuses adding that his staff is grateful. Mr. Patton shared a link on the agenda (included below) to the Governor's Scorecard on Nutrition/Physical Activity. Information will be sent to principals soon, after clarification regarding the timeframe.

Please see Superintendent's Memo #035-21, Release of the Revised Governor's Scorecard on Nutrition and Physical Activity. This memo can be found on the VDOE website at <http://www.doe.virginia.gov/administrators/index.shtml>. Please direct any questions about the scorecard or require technical assistance to Laura Burns, SNP Wellness Policy Specialist, by email at laura.burns@doe.virginia.gov.

Transportation – Tanya Deckard, Director of Transportation, stated her department is working to meet transportation changes within 24-48 hours and is also working with Motorola on the implementation of bus radios. Athletic shuttles from middle schools to GHS began on 02/09/2021. Dr. Clemons inquired about the bus tracking system (Trip Smart), which Mrs. Deckard indicated would be implemented on a test basis by the end of March, with staff having students in the division, being asked to participate. In addition, Mrs. Deckard indicated it is best utilized for students returning four days (if possible) each week, due to programming.

Facilities – Dave Miller, Facilities Manager, thanked building principals for sharing concerns and looks forward to addressing as many as possible. Mr. Miller indicated it had been helpful to his staff to be able to work in the classrooms on Wednesdays. Please submit any needs in School Dude.

Nursing – Lisa Jones, Director of Nursing, thanked everyone for their congratulations, adding it takes a team effort. She also thanked Mr. Patton for organizing a meeting with the cafeteria staff. Mrs. Jones would like to be invited to upcoming Zoom faculty meetings to reiterate mitigation strategies with staff.

Construction Update – Scott Shorland, Construction Manager, was not present for the meeting. Mr. Hartley noted capital projects occurring and conversations regarding GHS and the transportation facility.

Technology Update – Scott Mecca, Director of Information Technology, was not present for the meeting. Dr. Wagner indicated some new technology equipment is still being distributed to schools.

Additional comments included Jennifer Tingley, Special Education Director, congratulating Sarah Summers, school psychologist on her recent appointment to a state-wide team. Dr. Wagner added that a roof consultant was present at the School Board meeting on 02/09/21 and provided a great deal of information to explain the various roofing systems on GHS. Gwendolyn Wallace, Petsworth principal, shared that a PBIS family appreciation event would be occurring on 02/10/2021 in the bus loop at Petsworth.

The next meeting will be held on February 24, 2021.

Adjourned – 9:57 a.m.