

**GOVERNMENT OF THE VIRGIN ISLANDS
VIRGIN ISLANDS BOARD OF EDUCATION**



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**Minutes
Regular Meeting – June 22, 2023**

- I. Call to Order
The meeting was called to order at 5:34 p.m. by Chair Kyza Callwood.
- II. Roll Call
The following were present: Kyza Callwood, Emmanuella Perez-Cassius, Shawna K. Richards, Arah C. Lockhart, Winona A. Hendricks, Terrence Joseph, and Nandi Sekou, Esq.
Absent: Judy M. Gomez, Esq. was absent.

Staff Present: IED Bess, AED Prentice
Legal Counsel: Atty. J. Jones
Stenographer: D. Andrews
- III. Approval of Agenda

MOTION: Member Joseph moved to accept the agenda
SECOND: Member Hendricks

Yea (5) –K. Callwood, W. Hendricks, A. Lockhart, T. Joseph and E. Perez-Cassius
Nay (2) – S. Richards and N. Sekou
Absent (1) – J. Gomez

The motion carried.
- IV. Review and Approval of Minutes

Mbr. Sekou said minutes should be corrected to reference “Maintenance Engineer”

MOTION: Mbr. Hendricks moved to accept March 24, 2023 meeting minutes, as corrected.
SECOND: Mbr. Sekou

Yea (7) –K. Callwood, W. Hendricks, A. Lockhart, S. Richards. N. Sekou, T. Joseph and E. Perez-Cassius
Absent (1) – J. Gomez

MISSION STATEMENT

The mission of the Virgin Islands Board of Education is to provide leadership and oversight, set policy and advocate for continuous improvement of the Public Education System of the Virgin Islands of the United States.

VISION STATEMENT

Each child is provided with the best quality education which guarantees academic excellence, promotes our history and culture, and builds strong local and global communities.

The motion carried.

MOTION: Mbr. Lockhart moved to accept the April 24, 2023 minutes.

SECOND: Mbr. Hendricks

Yea (7) –K. Callwood, W. Hendricks, A. Lockhart, S. Richards, T. Joseph, N. Sekou and E. Perez-Cassius

Absent (1) – J. Gomez

The motion carried.

MOTION: Mbr. Hendricks moved to accept the May 11, 2023 meeting minutes.

SECOND: Mbr. Joseph

Yea (7) –K. Callwood, W. Hendricks, A. Lockhart, S. Richards. N. Sekou, T. Joseph and and E. Perez-Cassius

Absent (1) – J. Gomez

The motion carried.

MOTION: Mbr. Joseph moved to accept the May 26, 2023 meeting minutes.

SECOND: Vice-Chair Perez-Cassius

Yea (7) –K. Callwood, W. Hendricks, A. Lockhart, S. Richards, N. Sekou, T. Joseph and E. Perez-Cassius

Absent (1) – J. Gomez

The motion carried.

MOTION: Mbr. Joseph moved to accept the May 4, 2023 minutes.

SECOND: Mbr. Lockhart

Yea (6) –K. Callwood, W. Hendricks, A. Lockhart, S. Richards, T. Joseph and E. Perez-Cassius

Not Voting (1) – N. Sekou

Absent (1) – J. Gomez

The motion carried.

MOTION: Mbr. Joseph moved to accept the June 7, 2023

SECOND: Mbr. Hendricks

Yea (7) –K. Callwood, W. Hendricks, A. Lockhart, S. Richards. N. Sekou, T. Joseph and E. Perez-Cassius

Absent (1) – J. Gomez

V. Matters Arising from the Minutes

There were no matters arising from the minutes

VI. Correspondence

Chair Callwood reviewed the correspondence. Vice-Chair Perez-Cassius discussed the request from Lew Muckle regarding the 6th grade graduation policies and from Eudora Kean regarding the early admission/dual enrollment policy and how it affects the selection of valedictorian and salutatorian.

Mbr. Sekou said there should be a weekly log of incoming and outgoing correspondence.

VII. Department of Education Maintenance Update

Commissioner Wells-Hedrington and her team presented the maintenance update. Items discussed included: 16 water pumps ordered for the schools to minimize disruptions, the status of electrical assessments, generators and solar panels.

At the conclusion of the presentation, Mbr. Hendricks said that the SPF Committee was asking for a second walkthrough this year and also wanted a meeting more focused on maintenance. Mbr. Sekou wanted specific dates on projects to be completed before students returned and the dollar amount for capital projects. She also told the commissioner for plans for certification date. Chair Callwood said he would circle back on a more intimate meeting.

VIII. Interim Executive Director's Report

IED Bess reported on the following:

- Vacancies
- Visit to the Hogensberg building
- Proposals for IT – She recommended Business Technology
- As reported by Ms. Rhymer, an update on financial aid applicants. Staff is also working on getting out disclosures

Mbr. Sekou asked for vendor references and for reports to be provided 3 days before.

AED Prentice also gave a brief report.

IX. Legal Counsel's Report

Atty. Jones reported that the Judge requested additional information for the court issue, that was due by July 15. It has been approximately one year since the last findings were submitted. She is reviewing the distance learning policy and making recommendations.

X. Standing and Ad-Hoc Committee Reports

- a. Policies, Rules and Regulations – Vice-Chair Perez-Cassius was excused.
- b. Schools, Plants and Facilities - Mbr. Hendricks discussed the SMAR, and asked whether the Board should request certificates of occupancy from Ancillary

organizations. This is consistent with organizations being required to receive and/or display their Certificate of Occupancy.

- c. Professional Staff Certification and Higher Learning – Mbr. Sekou reported on the work of the PSCHE committee.

MOTION: Chair Callwood moved to accept the certification lists approved at the June 21, 2023 meeting.

SECOND: Mbr. Joseph

Yea (5) –K. Callwood, A. Lockhart, S. Richards. N. Sekou and T. Joseph

Absent (3) – W. Hendricks, E. Perez-Cassius and J. Gomez

The motion carried.

MOTION: Chair Callwood moved to approve the alternative route to certification for veteran teachers.

SECOND: Mbr. Joseph

Yea (6) –K. Callwood, A. Lockhart, S. Richards. N. Sekou, W. Hendricks and T. Joseph

Absent (2) – E. Perez-Cassius and J. Gomez

The motion carried.

MOTION: Chair Callwood moved to add coordinator

SECOND: Mbr. Richards

Yea (6) –K. Callwood, W. Hendricks, A. Lockhart, S. Richards. N. Sekou and T. Joseph

Absent (2) – E. Perez-Cassius and J. Gomez

The motion carried.

MOTION – Mbr. Hendricks moved to amend Section 121-12 d(3) of the Certification Rules and Regulations to allow for the Board to issue Administrative Certificate to persons who are within 5 points of the passing score.

SECOND: Mbr. Joseph

Yea (5) –W. Hendricks, A. Lockhart, S. Richards. N. Sekou and T. Joseph

Absent (2) – E. Perez-Cassius and J. Gomez

Not Voting (1) : K. Callwood

The motion carried.

d. Finance – Scholarship and Collections – Mbr. Richards reported on collections issues and recommendations coming out of committee.

MOTION: Mbr. Lockhart moved to adjust the scholarship cycle to begin on December 1 and end on May 1.

SECOND: Mbr. Hendricks

Yea (6) –K. Callwood, W. Hendricks, A. Lockhart, S. Richards. N. Sekou and T. Joseph
Absent (2) – E. Perez-Cassius and J. Gomez

The motion carried.

MOTION: Mbr. Hendricks moved to require all personnel to receive training on the check reader.

SECOND: Mbr. Lockhart

Yea (6) –K. Callwood, W. Hendricks, A. Lockhart, S. Richards. N. Sekou and T. Joseph
Absent (2) – E. Perez-Cassius and J. Gomez

The motion carried.

e. Public/Private Liaison – Mbr. Lockhart reported on committee plans to include SMAR outreach. AED Prentice is working on a calendar. Mbr. Sekou recommended that the dates for regular board meetings go on a master calendar. She also recommended that the Executive Director position be readvertised since the process has taken so long.

XI. Public Comments

There were no public comments.

XII. Adjournment

MOTION: Mbr. Joseph moved to adjourn.

SECOND: Mbr. Hendricks

The motion carried.

The meeting was adjourned at 9:15 p.m.

Submitted By:



Shawna K. Richards, PMP
Secretary