

A Guide to the Records of the Virginia Office of the Secretary of Education, 2001-2010 (bulk 2005-2009)

Records of the Office of the Secretary of Education, 2001-2010 (bulk 2005-2009)
2001-2010 (bulk 2005-2009)

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Author: Roger E. Christman

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31.69 cu. ft. (53 boxes).

Repository

The Library of Virginia

Administrative Information

Access Restrictions

Privacy protected and confidential information is restricted from public access for 75 years per Code of Virginia [42.1-78](#). Medical records will be open 125 years after the date of creation or after date closed, whichever is later. The Health Insurance Portability and Accountability Act (HIPAA) requires that individually identifiable health information of a decedent be protected for 50 years following the date of death of the individual (45 CFR 164.502(f)). If redaction was not an option, the entire document was sealed, but not removed from the collection. Sealed information may include, but is not limited to: medical information, social security numbers, and official student records.

Use Restrictions

There are no restrictions.

Acquisition Information

Office of the Secretary of Education, Patrick Henry Building, 1111 E. Broad Street, Richmond, Virginia, 23219. Accession 44681 transferred and accessioned on 12 January 2010.

Processing Information

Parts of this collection have been processed using minimal processing standards: the original arrangement has been maintained, the container list is brief and simple, and the records have not been refoldered and fasteners have not been removed.

Preferred Citation

Records of the Virginia Office of the Secretary of Education, 2001-2010 (bulk 2005-2009), Accession 44681. State Records Collection, Library of Virginia

Historical Information

In 1970, the Governor's Management Commission Study recommended the creation of six "Deputy Governors" assist the Chief Executive in his managerial duties, compatible functions of government were grouped under these administrative heads, who would serve as the Governors top management team or "secretariats," as they are called now. The General Assembly in 1972 created six Secretariats positions initially. As government reorganized, that number fluctuated when government agencies expanded or consolidated.

The Secretary of Education assists the Governor in the development and implementation of the state's education policy. The secretary provides guidance to 16 colleges and universities, the Virginia Community College System, five higher education and research centers, the Department of Education, the state-supported museums, and other agencies in the Education Secretariat. All secretaries are appointed by the governor and serve at his will.

During the Administration of Governor Timothy M. Kaine (2006-2010) the Secretary of Education directed policy for education programs that involve multiple agencies including: Department of Education, Library of Virginia, Frontier Culture Museum of Virginia, Gunston Hall, Jamestown-Yorktown Foundation, Virginia Museum of Fine Arts, Science Museum of Virginia and Virginia Commission for the Arts. While Virginia's Colleges and Universities are semi-autonomous, the Secretary of Education also plays a role in directing state policy for: Virginia Community Colleges, Christopher Newport University, George Mason University, James Madison University, Longwood University, Mary Washington University, Norfolk State University, Old Dominion University, Radford University, Richard Bland College, University of Virginia, Virginia Commonwealth University, Virginia Military Institute, Virginia State University, Virginia Tech, College of William and Mary, Roanoke Higher Education Center, Southwest Virginia Higher Education Center, and State Council of Higher Education.

Some of Governor Kaine's education initiatives were: early childhood initiatives, high school reform initiatives, Achieve: American Diploma Project, and teacher quality.

On 6 January 2006, Governor-elect Tim Kaine named Dr. Thomas Morris as Secretary of Education. Prior to his appointment, Dr. Morris served as the president of Emory and Henry College for 13 1/2 years. A distinguished Constitutional scholar and political scientist, he was a distinguished faculty member at the University of Richmond for 21 years.

A native of Galax, Virginia, Secretary Morris earned a bachelor's degree in government at Virginia Military Institute, studied at Princeton University, then completed master's and doctoral degrees in government at the University of Virginia. He received fellowships for additional advanced study including a year as a Liberal Arts Fellow at the Harvard Law School and a year as a fellow of the National Endowment for the Humanities at the University of Wisconsin-Madison.

During his teaching career at the University of Richmond, Dr. Morris was selected to leadership posts and honored for excellence in the classroom. He was honored as a University Distinguished Educator, received many faculty research grants, and served as chair of the Faculty Council.

Secretary Morris is widely known as an expert on Virginia government and politics. He is the author or co-author of four books, including *Virginia Government and Politics: Readings and Comments*, Fourth Revised Edition, a 1998 work co-edited with Larry Sabato of the University of Virginia. He co-authored a chapter entitled "Republicans Surge in the Competitive Dominion" in a book published by LSU Press, *Southern Politics* in the 1990s. He also wrote a chapter on Virginia Governor Douglas Wilder for a nationally circulated book entitled *Governors and Hard Times*, published in 1992 by Congressional Quarterly Press, and in 1994 a chapter on Virginia and the Voting Rights Act in *Quiet Revolution in the South*, Princeton University Press. Dr. Morris has written an additional 17 major articles or book chapters.

Dr. Morris was well known as a political analyst for television, radio, and print media over a period of twenty-five years. He chaired the Commission on Virginia's State and Local Tax Structure for the 21st Century (1999-2000) and was a member of Governor Warner's Commission on Efficiency and Effectiveness (2002). [biography from the Virginia Secretary of Education archived website]

Scope and Content

The Records of the Virginia Secretary of Education are housed in fifty three (53 boxes). The collection is arranged into eight (8) series. Series have been designated for: I. Correspondence and Supporting Documentation, Assigned State Agencies, 2002-2010; II. Constituent Correspondence, 2006-2010; III. Office of the Secretary, 2001-2009 (bulk 2006-2009); IV. Weekly Report Files, 2006-2009; V. Decision Briefs: Supporting Documentation, 2008-2010; VI. Public Relations, 2006-2009; VII. Legislative Files, 2007; and VIII. Special Projects and Governor's Initiatives, 2002-2010. These records include agendas, articles, briefings, correspondence, e-mails, grants, handouts, legislation, lists, memorandums, minutes, notes, presentations, press releases, reports, speeches, studies, surveys and files by subject. These records document the work of the Secretary of Education under Governor Tim Kaine. The most significant and voluminous material documents the development and implementation of the various educational initiatives of the Kaine Administration including: P-16 Council, Start Strong Council, Smart Beginnings, High School Reform (NGA Honors States Grant and Commonwealth Scholars), and Teacher Quality.

Related Material

OFFICE OF THE GOVERNOR-TIM KAINE

[A Guide to the Governor Timothy M. Kaine Administration Electronic Files, Email, 2002-2010 \(bulk 2006-2009\). The Secretary of Education Electronic Files series](#) documents the electronic communication of the office during the Kaine administration. This series contains 27002 emails in ten (10) subseries. Subseries have been designated for: A. Thomas Morris Email; B. Judith Heiman Email; C. Dietra Trent Email; D. Douglas Garcia Email; E. Jean Bankos Email; F. Kathy Glazer Email; G. Kendall Tyree Email; H. June Hines Email; I. Lorraine Lintecum Email; and J. Nicholas Galvin Email. There are 14 protected and confidential emails that are restricted from public access per Code of Virginia, 42-1-78. The [Library of Virginia Email Project - Governor Tim Kaine Portal](#) provides access to the Kaine email collection and includes guides to other Kaine administration records.

The [Governor Tim Kaine Administration Web Archive Collection, 2006-2010](#) contains archived versions of websites for the Governor's Office, his initiative sites, and the sites of his cabinet secretaries. Also included are the related sites for the First Lady (Anne Holton), as well as the Lt. Governor (Bill Bolling), and Attorney General (Bob McDonnell and William C. Mims), two statewide officials elected in the same cycle as Governor Kaine.

The [Timothy M. Kaine Administration \(2006-2010\) Cabinet Weekly Reports Digital Collection](#) contains the weekly reports submitted to the Governor and Chief of Staff by the Governor's Cabinet, including the Secretaries of Administration (Viola Baskerville), Agriculture and Forestry (Robert S. Bloxom), Commerce and Trade (Patrick O. Gottschalk), Commonwealth (Daniel C. LeBlanc, Jan-Mar. 2006 and Katherine K. Hanley (Mar. 2006-2010), Education (Dr. Thomas R. Morris), Finance (Jody Wagner, 2006-2008 and Richard D. Brown, 2008-2010), Health and Human Resources (Marilyn Tavenner), Natural Resources (Preston Bryant), Public Safety (John W. Marshall), Technology (Aneesh Chopra, 2006-2009 and Leonard M. Pomata, 2009-2010), and Transportation (Pierce Homer). Also included are reports by the Assistant to the Governor for Commonwealth Preparedness (Robert Crouch), Office of Constituent Services (Marc Cheatham, 2006-2007 and Amber Amato, 2007-2010), Press Office, Policy Office and Virginia Liaison Office. Reports were submitted each Thursday and placed in a binder for the Governor that he took with him at the end of the day on Friday. A second copy of the report was made for the Chief of Staff. The level of detail varied for each cabinet officer and items of importance were highlighted by staff for the Governor. Each report contains information on legislation, Governor's initiatives/special projects, agency matters/operations, events/agency visits, audits/investigations/compliance, stakeholder issues and pending decisions. Governor Kaine wrote handwritten notes and/or marked-up some reports with post-it notes and requested follow up information from the person submitting the report. Those questions and answers are included in this series. This series

provides a weekly account of the issues and policy decisions of the Kaine Administration.

The [Executive Orders Digital Collection](#) includes 110 executive orders and 9 executive directives issued by Governor Kaine.

[A Guide to the Governor Timothy M. Kaine, Policy Office, Records, 2002-2010 \(bulk 2006-2009\)](#). The Policy Office Records of Governor Timothy M. Kaine are housed in 174 boxes. The collection is arranged into five (5) series. Series have been designated for: I. Decision Briefs; II. Regulations; III. Legislative Files; IV. Executive Orders and Directives; and V. Policy Analyst Files. These records include agendas, decision briefs, correspondence, memorandums, legislative files, briefing books, meeting notes, subject files, reports, talking points and regulations. These records document the legislative and policy priorities of the Kaine administration (2006-2010). This collection also includes records from Governor Mark Warner's administration (2002-2006).

OFFICE OF THE GOVERNOR-MARK WARNER

Several of Governor Kaine's education initiatives (teacher quality and high school reform) began during the administration of Governor Mark Warner (2002-2006). Researchers should also review [A Guide to the Records of the Virginia Office of the Secretary of Education, 1998-2006](#).

Arrangement

This collection is arranged into the following series:

- **I. Correspondence and Supporting Documentation, Assigned State Agencies, 2002-2010;**
- **II. Constituent Correspondence, 2006-2010;**
- **III. Office of the Secretary, 2001-2009 (bulk 2006-2009):**
 - Subseries A. Correspondence of Secretary Thomas R. Morris, 2001-2009 (bulk 2006-2009);
 - Subseries B. Files of Judy Heiman, Deputy Secretary of Education, 2003-2007;
 - Subseries C. Files of Dietra Trent, Deputy Secretary of Education, 2005-2009;
 - Subseries D. Files of Jean Bankos, Senior Advisor to the Governor for Educational Projects, 2001-2009;
 - Subseries E. Files of Kendall Tyree, Special Assistant to the Secretary, 2002, 2005-2007;
- **IV. Weekly Report Files, 2006-2009;**
- **V. Decision Briefs: Supporting Documentation, 2008-2010;**
- **VI. Public Relations, 2006-2009;**
- **VII. Legislative Files, 2007;**
- **VIII. Special Projects and Governor's Initiatives, 2002-2010:**
 - Subseries A. Virginia's P-16 Education Council, 2006-2009;
 - Subseries B. Early Childhood Initiatives, 2002-2009;
 - Subseries C. High School Reform Initiatives, 2002-2007;
 - Subseries D. Achieve: American Diploma Project (ADP), 2006-2008;
 - Subseries E. Workforce Development, 2006-2010;
 - Subseries F. Teacher Quality, 2006

Contents List

I. Correspondence and Supporting Documentation, Assigned State Agencies, 2002-2010.

Boxes 1-6; (box)

Extent

Extent: 6.0 cubic feet (6 boxes).

Scope and Content

This series is housed in 6 boxes and subdivided by Higher Education and State Agencies. Additional records may be found in Series III. Correspondence, Office of the Secretary and Series VIII. Special Projects and Studies. This series contains agendas, agreements, briefing books, correspondence, handouts, memorandums, notes, presentations, and reports.

Higher Education

Auditor of Public Accounts, Single Audit Report, 2006 June 30.

Box 1

Folder 1

Dept. of Accounts, Report on Statewide Financial Management and Compliance, 2006 June 30.

Box 1

Folder 1

Governor Mark Warner's Higher Education Budget Meeting, 2003 November 16.

Box 1

Folder 2

Christopher Newport University (CNU), 2006.

Box 1

Folder 3

Eastern Virginia Medical School (EVMS), 2007-2008.

Box 1

Folder 3

George Mason University (GMU), 2005-2008.

Box 1

Folder 4

James Madison University (JMU), 2006-2008.

Box 1

Folder 5

Longwood University, 2006-2007.

Box 1

Folder 5

Mary Baldwin College, 2006.

Box 1

Folder 5

Mary Washington University, 2006.

Box 1

Folder 5

Norfolk State University (NSU), 2006-2008.

Box 1

Folder 6

Old Dominion University (ODU), 2005-2008.

Box 1

Folder 6

Radford University, 2006-2008.

Box 1

Folder 7

Richard Bland College, 2006.

Box 1

Folder 7

University of Virginia (UVA), 2003; 2006-2008.

Box 1

Folder 8

University of Virginia Medical Center, 2006-2008.

Box 1

Folder 9

University of Virginia College at Wise, 2003; 2006.

Box 1

Folder 9

Virginia Community College System (VCCS), 2005.

Box 1

Folder 10

Virginia Community College System (VCCS), 2006.

Box 1

Folder 11

Virginia Community College System (VCCS), 2006.

Box 1

Folder 12

Virginia Community College System (VCCS), 2007.

Box 1

Folder 13

Virginia Community College System (VCCS), 2007.

Box 1

Folder 14

Virginia Community College System (VCCS), 2007.

Box 1

Folder 15

Virginia Community College System (VCCS), 2007.

Box 1

Folder 16

Virginia Community College System (VCCS), 2008.

Box 1

Folder 17

Virginia Community College System (VCCS), 2009 and undated.

Box 1

Folder 18

Virginia Community College System (VCCS), 2003 May 21.

Box 1

Folder 19

Virginia Community College System (VCCS), 2009 July 16.

Box 2

Folder 1

Virginia Community College System (VCCS), 2009 September 17.

Box 2

Folder 2

Virginia Community College System (VCCS), 2009 November 12.

Box 2

Folder 3

Virginia Commonwealth University (VCU), 2006-2008.

Box 2

Folder 4

Virginia Institute of Marine Science, 2008.

Box 2

Folder 5

Virginia Modeling, Analysis and Simulation Center (VMASC), 2008.

Box 2

Folder 5

Virginia Military Institute (VMI), 2006-2008.

Box 2

Folder 5

Virginia State University (VSU), 2005-2008.

Box 2

Folder 6

Virginia State University (VSU), 2009 September 10-11.

Box 2

Folder 7

Virginia Tech, 2006; 2008.

Box 2

Folder 8

College of William and Mary, 2005-2009.

Box 2

Folder 8

Eastern Shore Community College, 2007.

Box 2

Folder 8

Germanna Community College, 2006; 2008.

Box 2

Folder 8

J. Sargeant Reynolds Community College, 2008.

Box 2

Folder 9

Lord Fairfax Community College, 2006.

Box 2

Folder 9

Mountain Empire Community College, 2008.

Box 2

Folder 9

New River Community College, 2006.

Box 2

Folder 9

Northern Virginia Community College, 2006; 2008.

Box 2

Folder 9

Patrick Henry Community College, 2006.

Box 2

Folder 9

Paul D. Camp Community College, 2007.

Box 2

Folder 9

Piedmont Virginia Community College, 2008.

Box 2

Folder 9

Rappahannock Community College, 2007.

Box 2

Folder 9

Southside Virginia Community College, 2006.

Box 2

Folder 9

Thomas Nelson Community College, 2004.

Box 2

Folder 10

Virginia Highlands Community College, 2006.

Box 2

Folder 10

Wytheville Community College, 2002; 2009.

Box 2

Folder 10

State Council of Higher Education for Virginia (SCHEV), 2005.

Box 2

Folder 11

State Council of Higher Education for Virginia (SCHEV), 2006 January-2006 March.

Box 2

Folder 12

State Council of Higher Education for Virginia (SCHEV), 2006 April-2006 June.

Box 2

Folder 13

State Council of Higher Education for Virginia (SCHEV), 2006 July-2006 August.

Box 2

Folder 14

State Council of Higher Education for Virginia (SCHEV), 2006 September-2006 October.

Box 2

Folder 15

State Council of Higher Education for Virginia (SCHEV), 2006 November-2006 December.

Box 2

Folder 16

State Council of Higher Education for Virginia (SCHEV), 2007 January-2007 June.

Box 2

Folder 17

State Council of Higher Education for Virginia (SCHEV), 2007 July-2007 August.

Box 2

Folder 18

State Council of Higher Education for Virginia (SCHEV), 2007 September-2007 December.

Box 3

Folder 1

State Council of Higher Education for Virginia (SCHEV), 2008 January-2008 April.

Box 3

Folder 2

State Council of Higher Education for Virginia (SCHEV), 2008 May-2008 July.

Box 3

Folder 3

State Council of Higher Education for Virginia (SCHEV), 2008 August.

Box 3

Folder 4

State Council of Higher Education for Virginia (SCHEV), 2008 August 29.

Box 3

Folder 5

State Council of Higher Education for Virginia (SCHEV), 2008 September.

Box 3

Folder 6

State Council of Higher Education for Virginia (SCHEV), 2008 September-2008 October.

Box 3

Folder 7

State Council of Higher Education for Virginia (SCHEV), 2008 November-2008 December.

Box 3

Folder 8

State Council of Higher Education for Virginia (SCHEV), 2009 January-2009 February.

Box 3

Folder 9

State Council of Higher Education for Virginia (SCHEV), 2009 March-2009 April.

Box 3

Folder 10

State Council of Higher Education for Virginia (SCHEV), 2009 May-2009 July.

Box 3

Folder 11

State Council of Higher Education for Virginia (SCHEV), 2009 August-2009 October.

Box 3

Folder 12

State Council of Higher Education for Virginia (SCHEV), 2009 November-2010 January.

Box 3

Folder 13

State Agencies

Department of Accounts, 2007.

Box 3

Folder 14

Auditor of Public Accounts, 2008-2009.

Box 3

Folder 15

Auditor of Public Accounts, 2006-2009.

Box 3

Folder 16

Auditor of Public Accounts, 2007-2008.

Box 3

Folder 16a

Frontier Culture Museum, 2007-2008.

Box 3

Folder 17

Gunston Hall Plantation, 2008.

Box 3

Folder 18

Jamestown-Yorktown Foundation, 2005-2007.

Box 4

Folder 1

Jamestown-Yorktown Foundation, 2008.

Box 4

Folder 2

Jamestown-Yorktown Foundation, 2008 November 13-14.

Box 4

Folder 3

Jamestown-Yorktown Foundation, 2008 November 13-14.

Box 4

Folder 4

Jamestown-Yorktown Foundation, 2008-2009.

Box 4

Folder 5

Jamestown-Yorktown Foundation, 2009 May 14-15.

Box 4

Folder 6

Jamestown-Yorktown Foundation, 2009 October 28.

Box 4

Folder 7

Library of Virginia, 2006; 2008.

Box 4

Folder 8

Patrick Henry National Memorial, 2008-2009.

Box 4

Folder 9

Virginia Commission for the Arts, 2005.

Box 4

Folder 10

Virginia Commission on Youth, 2008.

Box 4

Folder 11

Virginia Commission on Youth, 2007.

Box 4

Folder 11a

Virginia Museum of Fine Arts, 2006-2007.

Box 4

Folder 12

American Civil War Center at Historic Tredegar, 2009.

Box 4

Folder 12a

State Agencies-Virginia Dept. of Education

Virginia Board of Education Meeting Packet, 2006 July 26.

Box 4

Folder 13

Virginia Board of Education Meeting Packet, 2006 September 27.

Box 4

Folder 14

Virginia Board of Education Meeting Packet, 2006 October 25.

Box 4

Folder 15

Virginia Board of Education Meeting Packet, 2006 November 29.

Box 4

Folder 16

Virginia Board of Education Meeting Packet, 2007 January 10.

Box 4

Folder 17

Virginia Board of Education Meeting Packet, 2007 February 28.

Box 4

Folder 18

Virginia Board of Education Meeting Packet, 2007 March 29 (1 of 2).

Box 4

Folder 19

Virginia Board of Education Meeting Packet, 2007 March 29 (2 of 2).

Box 4

Folder 20

Virginia Board of Education Meeting Packet, 2007 April 27.

Box 4

Folder 21

Virginia Board of Education Meeting Packet, 2007 May 30-31.

Box 5

Folder 1

Virginia Board of Education Meeting Packet, 2007 June 28.

Box 5

Folder 2

Virginia Board of Education Meeting Packet, 2007 July 25.

Box 5

Folder 3

Virginia Board of Education Meeting Packet, 2007 September 26 (1 of 2).

Box 5

Folder 4

Virginia Board of Education Meeting Packet, 2007 September 26 (2 of 2).

Box 5

Folder 5

Virginia Board of Education Meeting Packet, 2008 January 10.

Box 5

Folder 6

Virginia Board of Education Meeting Packet, 2008 February 21.

Box 5

Folder 7

Virginia Board of Education Meeting Packet, 2008 March 19.

Box 5

Folder 8

Virginia Board of Education Meeting Packet, 2008 April 23-24.

Box 5

Folder 9

Virginia Board of Education Meeting Packet, 2008 May 22.

Box 5

Folder 10

Virginia Board of Education Meeting Packet, 2008 June 19.

Box 5

Folder 11

Virginia Board of Education Meeting Packet, 2008 July 17.

Box 5

Folder 12

Virginia Board of Education Meeting Packet, 2008 September 25 (1 of 2).

Box 5

Folder 13

Virginia Board of Education Meeting Packet, 2008 September 25 (2 of 2).

Box 5

Folder 14

Virginia Board of Education Meeting Packet, 2008 October 23.

Box 5

Folder 15

Virginia Board of Education Meeting Packet, 2008 November 20.

Box 5

Folder 16

Virginia Board of Education Meeting Packet, 2009 January 15.

Box 5

Folder 17

Virginia Board of Education Meeting Packet, 2009 February 19.

Box 5

Folder 18

Virginia Board of Education Meeting Packet, 2009 March 26.

Box 6

Folder 1

Virginia Board of Education Meeting Packet, 2009 April 29-30.

Box 6

Folder 2

Virginia Board of Education Meeting Packet, 2009 May 28.

Box 6

Folder 3

Virginia Board of Education Meeting Packet, 2009 June 25.

Box 6

Folder 4

Correspondence, 2005 December-2006 July.

Box 6

Folder 5

Correspondence, 2006 August-2007 February.

Box 6

Folder 6

Correspondence, 2007 March-2009 February.

Box 6

Folder 7

II. Constituent Correspondence, 2006-2010.

Boxes 7-14 (box)

Extent

Extent: 8.0 cubic feet (8 boxes).

Scope and Content

The Constituent Correspondence series is housed in 8 archival boxes and is arranged roughly by chronological order by last action taken. This series documents constituent correspondence received by the Office of the Secretary of Education during Governor Tim Kaine's administration. This series contains correspondence from various constituents to Governor Tim Kaine, along with a copy of Tom Morris' letter in response, and a page from the people summary database which includes the name, address, and phone number of the correspondent. Each letter in this series contains a unique tracking number assigned by the Governor's Office Constituent Services. Records are arranged by outgoing tracking number.

Correspondence from 2009, additional correspondence from 2006 to 2008 as well as correspondence submitted via email can be found in boxes 13 and 14. These records do not appear to have been entered into the database and do not have a tracking number. Researchers interested in a particular topic or agency should also utilize Series I. Correspondence and Supporting Documentation, Assigned State Agencies, and Series III. Office of the Secretary because they contain correspondence as well as supporting documentation.

This series has been processed using minimal processing standards: the original arrangement has been maintained, the container list is brief and simple, and the records have not been refoldered and fasteners have not been removed.

This series may contain restricted material and must be reviewed by archival staff before being used.

2567932 - 2620265, 2006.

Box 7

2620307 - 2676205, 2006-2007.

Box 8

2676463 - 2718772, 2007-2008.

Box 9

2718630 - 2744355, 2008.

Box 10

2740968 - 2764546, 2008.

Box 11

2764657 - 2790007, 2008.

Box 12

Constituent email and letter responses not in IQ database, 2006-2009.

Box 13

Constituent email and letter responses not in IQ database, 2008-2010.

Box 14

III. Office of the Secretary, 2001-2009 (bulk 2006-2009).

Boxes 15-35; 53 (box)

Extent

Extent: 9.96 cubic feet (22 boxes).

Scope and Content

The Office of the Secretary series is housed in 22 boxes and is arranged into five subseries. Subseries have been designated for: A. Files of Secretary of Education Thomas R. Morris, 2001-2003; 2006-2009 (bulk

2006-2008); B. Files of Judy Heiman, Deputy Secretary of Education, 2003-2007 (bulk 2006); C. Files of Dietra Trent, Deputy Secretary of Education, 2005-2009; D. Files of Jean Bankos, Senior Advisor to the Governor for Educational Projects, 2001-2002; 2004-2009 (bulk 2006-2008); and E. Files of Kendall Tyree, Special Assistant to the Secretary of Education, 2002; 2005-2007. The series consists of agendas, agreements, briefing binders, correspondence, handouts, memorandum, notes, presentations, and reports.

Some of the notable correspondence in this series relates to the following topics: No Child Left Behind, Tuition Assistant Grant Program (TAG), education funding, Standards of Learning (SOL), Standards of Quality (SOQ), budget cuts in state aid to public libraries, early childhood education, Start Strong Council, college financial aid, teacher salaries, Small, Women, and Minority-Owned Business Program (SWAM), P-16 Education Council, and campus security.

This series has been processed using minimal processing standards: most of the original arrangement has been maintained and the container list is brief and simple.

Subseries III.A. Files of Secretary Thomas R. Morris, 2001-2003; 2006-2009 (bulk 2006-2008).

Extent

Extent: 3.63 cubic feet (9 boxes).

Scope and Content

This subseries is housed in 9 boxes and is further divided into chronological and subject files. The chronological files contains copies of out-going correspondence from the Secretary of Education. They were maintained by the executive assistant to the secretary. Some of these records may be duplicated in Series II. Constituent Correspondence. Correspondence between May 2008 and December 2008 are not extant. The subject files were housed in Secretary Morris' office and have no apparent order. The subject files include conference/forum/meeting materials, reports, and correspondence. Thomas R. Morris served as Secretary of Education from January 2006 to January 2010.

Some of the notable records in this series relates to the following topics: No Child Left Behind, Tuition Assistant Grant Program (TAG), education funding, Standards of Learning (SOL), Standards of Quality (SOQ), budget cuts in state aid to public libraries, early childhood education, Start Strong Council, college financial aid, teacher salaries, Small, Women, and Minority-Owned Business Program (SWAM), P-16 Education Council, and campus security.

Chronological

2006 January 19 - 2006 February 28

Box 15

Folder 1

2006 March 2 - 2006 April 20

Box 15

Folder 2

2006 April 24 - 2006 May 30

Box 15

Folder 3

2006 June 2 - 2006 July 10

Box 15

Folder 4

2006 July 13 - 2006 August 10

Box 15

Folder 5

2006 August 10 - 2006 September 5

Box 15

Folder 6

2006 September 11 - 2006 October 31

Box 15

Folder 7

2006 November 2 - 2006 December 5

Box 15

Folder 8

2006 December 5 - 2006 December 20

Box 15

Folder 9

2006 December 20

Box 15

Folder 10

2006 December 20 - 2006 December 28

Box 15

Folder 11

2007 January 9 - 2007 February 23

Box 15

Folder 12

2007 February 23 - 2007 March 19

Box 15

Folder 13

2007 March 19 - 2007 April 27

Box 15

Folder 14

2007 May 1 - 2007 June 14

Box 15

Folder 15

2007 June 18 - 2007 July 31

Box 15

Folder 16

2007 August 1 - 2007 August 27

Box 15

Folder 17

2007 September 5 - 2007 October 31

Box 15

Folder 18

2007 November 1 - 2007 December 20

Box 16

Folder 1

2008 January 2 - 2008 January 28

Box 16

Folder 2

2008 January 28 - 2008 February 11

Box 16

Folder 3

2008 February 12 - 2008 March 10

Box 16

Folder 4

2008 March 11 - 2008 April 15

Box 16

Folder 5

2008 April 16 - 2008 April 30

Box 16

Folder 6

2008 May 1 to 2008 December 31 not extant.

2009 January 5 - 2009 January 27 .

Box 17

Folder 1

2009 January 28 - 2009 February 11 .

Box 17

Folder 2

2009 February 12 - 2009 December 23 .

Box 17

Folder 3

Subject Files

Auditor of Public Accounts Reports, 2007-2009.

Box 29

Folder 1

Auditor of Public Accounts Reports, 2007-2008.

Box 29

Folder 2

Miscellaneous Reports, 2008.

Box 29

Folder 3

SWAM Reports, 2008 October-2008 December.

Box 29

Folder 4

Virginia Department of Education Memos, 2005; 2007-2008.

Box 29

Folder 5

Tuition Moderation Incentive Fund, 2008.

Box 29

Folder 6

State Managed Shelter Initiative, 2008.

Box 29

Folder 6

Virginia Energy Plan, 2008.

Box 29

Folder 6

P-16 Education Council Meeting, 2008 February 19.

Box 29

Folder 6

Virginia Early Childhood Foundation Board Member Handbook, 2007 April 25.

Box 30

Folder 1

National Math and Science Initiative, Virginia Advanced Study Strategy, Board of Directors Handbook, 2007.

Box 30

Folder 2

Eastern Virginia Medical School, The Virginia Modeling and Simulation Initiative (VIMSIM), Report to General Assembly, 2008 October 1.

Box 30

Folder 3

State Board for Community Colleges, Meeting Book, 2008 September 18.

Box 30

Folder 4

State Board for Community Colleges, Meeting Book, 2008 November 13.

Box 30

Folder 5

At-Risk Student Workshop, Virginia Student Services Conference (VSSC), 2008 November 21.

Box 30

Folder 6

Correspondence, 2008.

Box 30

Folder 7

Virginia Critical Infrastructure Protection and Resiliency Strategic Plan, 2008 May 8.

Box 30

Folder 8

Analysis of Virginia Unemployment and Community College Enrollment Trends, 2008.

Box 31

Folder 1

Virginia Military Institute Financial Statements for the Year Ended 30 June 2008, 2008 October.

Box 31

Folder 2

Common Wealth: College Learning and Virginia's Shared Future, 2008 November 18.

Box 31

Folder 3

Comprehensive Agreement for Hotel Conference Center, George Mason University, Fairfax Campus, 2008 July (part 1 of 3).

Box 31

Folder 4

Comprehensive Agreement for Hotel Conference Center, George Mason University, Fairfax Campus, 2008 July (part 2 of 3).

Box 31

Folder 5

Comprehensive Agreement for Hotel Conference Center, George Mason University, Fairfax Campus, 2008 July (part 3 of 3).

Box 31

Folder 6

McIntire-Stennis Cooperative Forestry Act of 2009 (Virginia Tech and Virginia State University), 2009.

Box 31

Folder 7

Federal Stimulus Package, 2009.

Box 31

Folder 7

2009 General Assembly Session, 2009.

Box 31

Folder 7

Jamestown-Yorktown Foundation Cooperative Marketing and Advertising Initiatives, 2008-2009.

Box 31

Folder 7

Circuit City Bankruptcy Court, 2009.

Box 31

Folder 7

Petersburg Schools, undated.

Box 31

Folder 8

Southern Regional Education Board (SREB) Letters for Governor's Signature, 2009.

Box 31

Folder 9

College of Independent Colleges in Virginia, Tuition Assistance Grant (TAG), 2006.

Box 31

Folder 10

Student Risk Assessment and Counseling Conference, 2008 April 22.

Box 32

Folder 1

Education Issues, 2001-2003.

Box 32

Folder 2

Henrico County Public Schools, Professional Growth Plan, undated.

Box 32

Folder 3

Virginia School Boards Association, 2006 Showcases for Success, 2006.

Box 32

Folder 3

Higher Education Bill Signing, 2008 May 29.

Box 32

Folder 4

Carl Perkins Career and Technical Education, 2007 August 1.

Box 32

Folder 4

American Civil War Center at Historic Tredegar, 2006; 2008.

Box 32

Folder 4

Planned Parenthood, 2008.

Box 32

Folder 4

Exemplary Physical Education Curriculum (EPEC), 2006.

Box 32

Folder 4

Career Technical Education, 2008 November 13.

Box 32

Folder 5

National Governors Association Center for Best Practices, Forum on College and Career Readiness, 2008 May 12-13.

Box 32

Folder 6

Virginia Advanced Study Strategies (VASS), 2007-2009.

Box 32

Folder 6

2009 Virginia Rural Summit, 2009 September 14-15.

Box 32

Folder 6

Virginia Museum of Fine Arts, 2008.

Box 32

Folder 7

Ideas Portal-Top Ten Ideas, 2008.

Box 32

Folder 8

Why Pre-K? Information Sheets, 2006-2007.

Box 32

Folder 8

Virginia State Education Assistance Authority Concerns, 2008.

Box 32

Folder 8

Virginia Reading and Literacy Partnership Committee Meeting, 2008 June 4.

Box 32

Folder 8

Access Challenge Grant, SCHEV, 2008.

Box 32

Folder 8

Virginia Sesquicentennial of the American Civil War Commission, 2009.

Box 32

Folder 8

2006 Governor's Conference on Education, 2006 July 18.

Box 33

Folder 1

Southern Regional Education Board (SREB), Virginia Leadership Team Meeting, 2008 November 24.

Box 33

Folder 1

Virginia School Boards Association Legislative Conference, 2009 February 12.

Box 33

Folder 2

Miscellaneous Correspondence, 2006-2009.

Box 33

Folder 3

Qualified Zone Academic Bond Program, 2006.

Box 33

Folder 4

Virginia Educational Leadership Group Tour to India, 2008.

Box 53

Folder 1

National Governors Association (NGA) Grant, 2006.

Box 53

Folder 2

Capitol Flag Order, 26 April 2006.

Box 53

Folder 3

Return to Roots, Southwest Virginia, 2006.

Box 53

Folder 4

Appropriation Act, 2006.

Box 53

Folder 5

Campus Safety, 2007.

Box 53

Folder 6

Virginia Commission for the Arts, 2007.

Box 53

Folder 7

Virginia Department of Education, Governor's Report, 2009.

Box 53

Folder 8

Virginia Department of Education, Local Expenditures and Appropriations, 2009.

Box 53

Folder 9

Hopewell Public Schools, 2006.

Box 53

Folder 10

Arlington Public Schools, 2007.

Box 53

Folder 11

Miscellaneous Correspondence, 2006.

Box 53

Folder 12

Subseries III.B. Files of Judy Heiman, Deputy Secretary of Education, 2003-2007 (bulk 2006).

Extent

Extent: 1.05 cubic feet (3 boxes).

Scope and Content

This subseries is housed in 3 boxes and is arranged alphabetically by subject. Judy Heiman served as Deputy Secretary of Education from January 2006 to December 2007. Heiman left the Kaine administration when she accepted a position in the California Legislative Analyst's Office. Prior to joining the Kaine administration, Heiman worked as budget and policy analyst for the Virginia Department of Planning and Budget. Additional Heiman records can be found in Subseries III.D. Files of Jean Bankos.

Includes correspondence, reports, presentations, meeting agendas and notes, and decision briefs.

State Agencies

Virginia Commission for the Arts, 2007-2008.

Box 18

Folder 1

Library of Virginia, 2005-2006.

Box 18

Folder 1

Virginia Cooperative Extension and the Agriculture Experiment Station, 2006 July 27.

Box 18

Folder 2

Jamestown-Yorktown Foundation, 2006.

Box 18

Folder 3

Southern Virginia Higher Education Center, 2005-2006.

Box 18

Folder 3

Virginia Schools for the Deaf and the Blind Consolidation, 2005-2006.

Box 18

Folder 3

An Achievable Dream, 2006.

Box 18

Folder 4

Autism Services, 2005-2006.

Box 18

Folder 4

Boys and Girls Clubs of America, undated.

Box 18

Folder 4

Virginia Career Education Foundation, 2006.

Box 18

Folder 5

Council on Virginia's Future, 2005-2007.

Box 18

Folder 6

Commonwealth Scholars Initiative, 2006.

Box 18

Folder 7

Correctional Education, 2006.

Box 19

Folder 1

Comprehensive Services Act (CSA), 2006.

Box 19

Folder 1

Virginia Council on Economic Education, 2006.

Box 19

Folder 2

Education for a Lifetime, 2005-2006.

Box 19

Folder 3

Educational Options, Inc., 2006.

Box 19

Folder 4

Foster Care/Just Kids, undated.

Box 19

Folder 5

Foster Care/Just Kids, 2005 and undated.

Box 19

Folder 6

Governor's Office for Substance Abuse Prevention (GOSAP), 2005-2006.

Box 19

Folder 7

Governor's Schools, 2003-2004; 2006.

Box 20

Folder 1

High Schools that Work and Making Middle Grades Work, 2006-2007.

Box 20

Folder 2

Longwood University, Institute for Teaching Through Technology and Innovative Practices (ITTIP), 2006.

Box 20

Folder 3

National Assessment of Educational Progress (NAEP), undated.

Box 20

Folder 3

Newsweek - Best High Schools, 2006 May 8.

Box 20

Folder 3

NASA Langley, 2005-2006.

Box 20

Folder 4

School Division Improvement Plan, Progress Report, 2006 February 14.

Box 20

Folder 5

The 2006 Virginia School Safety Survey Results (Draft), 2006 December.

Box 20

Folder 5

Urban Policy Task Force, 2006 October 19.

Box 20

Folder 5

Virginia Alliance of Family Child Care Associations, 2006.

Box 20

Folder 6

Virtual Library of Virginia (VIVA), 2006.

Box 20

Folder 7

Virginia Workforce Council, 2006.

Box 20

Folder 8

Subseries III.C. Files of Dietra Trent, Deputy Secretary of Education, 2005-2009.

Extent

Extent: 1.40 cubic feet (4 boxes).

Scope and Content

This subseries is housed in 4 boxes and is arranged roughly alphabetical. Dietra Trent served as Deputy Secretary of Education, Higher Education, from January 2006 to January 2010.

Includes: Auditor of Public Accounts reports for education institutions, records related to the Civil Rights Memorial on Capitol Square, and Small, Women-owned, and Minority-owned Business (SWAM) plans for higher education institutions.

Auditor of Public Accounts, Reports, 2006-2008.

Box 21

Folder 1

Auditor of Public Accounts, Science Museum of Virginia, 2006.

Box 21

Folder 2

Auditor of Public Accounts, Reports, 2007-2009.

Box 21

Folder 3

Auditor of Public Accounts, Reports, 2006; 2008-2009.

Box 21

Folder 4

Civil Rights Memorial, 2005-2006.

Box 21

Folder 5

Carl D. Perkins Career and Technical Education Act of 2006, Virginia State Plan Review Committee, Notebook, 2007 (1 of 2).

Box 22

Folder 1

Carl D. Perkins Career and Technical Education Act of 2006, Virginia State Plan Review Committee, Notebook, 2007 (2 of 2).

Box 22

Folder 2

State Council of Higher Education for Virginia (SCHEV) Agenda Book, 2009 June 8.

Box 22

Folder 3

[Virginia] Attorney General's Government and Regulatory Reform Task Force, Final Report, 2009 June 11.

Box 22

Folder 4

Eastern Virginia Medical School, Virginia Modeling and Simulation Initiative (VIMSIM), Report, 2007 October 1.

Box 22

Folder 5

George Mason University, Edgemoor Building, 2007 (1 of 2).

Box 22

Folder 6

George Mason University, Edgemoor Building, 2007 (2 of 2).

Box 22

Folder 7

Science Museum of Virginia, Belmont Bay Science Center, 2005 (1 of 2).

Box 23

Folder 1

Science Museum of Virginia, Belmont Bay Science Center, 2005 (2 of 2).

Box 23

Folder 2

Virginia State University, 2005-2006; 2008.

Box 23

Folder 3

Virginia State University, Board of Visitors Meeting, 2007 April 12-13.

Box 23

Folder 4

Fiscal Year 07 Sole Source Fee Rebates to Institutions of Higher Education, 2008.

Box 23

Folder 5

Small, Women-owned, and Minority-owned Business (SWAM)

Secretary of Education Agency SWAM Plans for Fiscal Years 2009 and 2010, 2008-2009.

Box 23

Folder 6

Blue Ridge Community College, 2008-2009.

Box 24

Folder 1

Central Virginia Community College, 2008-2009.

Box 24

Folder 2

Christopher Newport University, 2008-2009.

Box 24

Folder 3

College of William and Mary, 2008-2009.

Box 24

Folder 4

Dabney S. Lancaster Community College, 2008-2009.

Box 24

Folder 5

Danville Community College, 2008-2009.

Box 24

Folder 6

Department of Education, 2008-2009.

Box 24

Folder 7

Eastern Shore Community College, 2008-2009.

Box 24

Folder 8

Frontier Culture Museum, 2008-2009.

Box 24

Folder 9

George Mason University, 2008-2009.

Box 24

Folder 10

Germanna Community College, 2008-2009.

Box 24

Folder 11

Gunston Hall, 2008-2009.

Box 24

Folder 12

J. Sargeant Reynolds Community College, 2008-2009.

Box 24

Folder 13

James Madison University, 2008-2009.

Box 24

Folder 14

Jamestown-Yorktown Foundation, 2008-2009.

Box 24
Folder 15

John Tyler Community College, 2008-2009.
Box 24
Folder 16

Longwood University, 2008-2009.
Box 24
Folder 17

Lord Fairfax Community College, 2008-2009.
Box 24
Folder 18

Mountain Empire Community College, 2008-2009.
Box 24
Folder 19

New River Community College, 2008-2009.
Box 24
Folder 20

Norfolk State University, 2008-2009.
Box 24
Folder 21

Northern Virginia Community College, 2008-2009.
Box 24
Folder 22

Old Dominion University, 2008-2009.
Box 24
Folder 23

Patrick Henry Community College, 2008-2009.
Box 24
Folder 24

Paul D. Camp Community College, 2008-2009.
Box 24
Folder 25

Piedmont Virginia Community College, 2008-2009.
Box 24
Folder 26

Radford University, 2008-2009.
Box 24
Folder 27

Rappahannock Community College, 2008-2009.

Box 24

Folder 28

Richard Bland College, 2008-2009.

Box 24

Folder 29

Science Museum of Virginia, 2008-2009.

Box 24

Folder 30

Southside Virginia Community College, 2008-2009.

Box 24

Folder 31

Southwest Virginia Community College, 2008-2009.

Box 24

Folder 32

State Council of Higher Education, 2008-2009.

Box 24

Folder 33

The Library of Virginia, 2009.

Box 24

Folder 34

Thomas Nelson Community College, 2008-2009.

Box 24

Folder 35

Tidewater Community College, 2008-2009.

Box 24

Folder 36

University of Mary Washington, 2008-2009.

Box 24

Folder 37

University of Virginia, 2008-2009.

Box 24

Folder 38

Virginia Commission for the Arts, 2008-2009.

Box 24

Folder 39

Virginia Commonwealth University, 2008-2009.

Box 24

Folder 40

Virginia Community College System, 2008-2009.

Box 24

Folder 41

Virginia Highlands Community College, 2008-2009.

Box 24

Folder 42

Virginia Military Institute, 2008.

Box 24

Folder 43

Virginia Museum of Fine Arts, 2008-2009.

Box 24

Folder 44

Virginia Polytechnic Institute and State University, 2008-2009.

Box 24

Folder 45

Virginia School for the Deaf and the Blind, 2009.

Box 24

Folder 46

Virginia State University, 2008-2009.

Box 24

Folder 47

Virginia Western Community College, 2008-2009.

Box 24

Folder 48

Wytheville Community College 2008-2009.

Box 24

Folder 49

Subseries III.D. Files of Jean Bankos, Senior Advisor to the Governor for Educational Projects, 2001-2002; 2004-2009 (bulk 2006-2009).

Extent

Extent: 3.35 cubic feet (4 boxes).

Scope and Content

This subseries is housed in 4 boxes. The briefing and meeting binders are arranged chronologically. The remainder of the files are in their original order. These files were from the office of Jean Bankos; however, they also contain records from Deputy Secretary of Education Judy Heiman. Jean Bankos served as Senior Advisor to the Governor for Educational Projects from June 2006 to June 2009.

Subjects include: No Child Left Behind, Great Virginia Teach-In, Standards of Learning (SOLs), P-16 Education Council, Virginia Board of Education, Study of Truancy and School Dropout Prevention Advisory Group, and Virginia's National Governors Association Honor States Grant to Redesign the American High School.

Briefing and Meeting Binders

K-12 Overview of Public Education (1992-2000)-Judy Heiman's copy, undated.

Box 25

Folder 1

K-12 Overview of Public Education (1992-1993), undated.

Box 25

Folder 2

Mathematics Standards of Learning for Virginia Public Schools, 2002 (1 of 2).

Box 25

Folder 3

Mathematics Standards of Learning for Virginia Public Schools, 2002 (2 of 2).

Box 25

Folder 4

English Standards of Learning, 2002.

Box 25

Folder 5

Science Standards of Learning, 2002.

Box 25

Folder 5

P-16 Education Council Meeting Binder (Peter Blake's copy), 2005 November 22 (1 of 3).

Box 25

Folder 6

P-16 Education Council Meeting Binder (Peter Blake's copy), 2005 November 22 (2 of 3).

Box 25

Folder 7

P-16 Education Council Meeting Binder (Peter Blake's copy), 2005 November 22 (3 of 3).

Box 25

Folder 8

The Great Virginia Teach-In: A Funding Proposal for 2007, by Virginia Dept. of Education, 2006 June 1.

Box 25

Folder 9

The 2007 Great Virginia Teach-In: A Call to Teach, 2007 March 17.

Box 25

Folder 9

National Center for Educational Accountability, Just for the Kids Annual Affiliate Meeting, Washington, D.C., 2006 June 14-15.

Box 25

Folder 10

National Conference of State Legislatures, A Vision for Redesigned High Schools, Miami, Florida, 2007 October 18-19.

Box 25

Folder 11

Virginia Board of Education, Committees, 2006-2007

Working Meeting of the Board of Education and Governor Timothy M. Kaine, 2006 October 24.

Box 25

Folder 12

School and Division Accountability Committee, 2006 September 26.

Box 25

Folder 12

School and Division Accountability Committee, 2007 September 25.

Box 25

Folder 12

Early Childhood Committee, 2006 September 26.

Box 25

Folder 12

Early Childhood Committee, 2006 October 24.

Box 25

Folder 12

Early Childhood Committee, 2007 February 27.

Box 25

Folder 12

Literacy Committee, 2006 September 26.

Box 25

Folder 13

Literacy Committee, 2006 October 24.

Box 25

Folder 13

Literacy Committee, 2007 February 27.

Box 25

Folder 13

Graduation and Dropout Committee, 2006 October 25.

Box 25

Folder 13

Graduation and Dropout Committee, 2007 January 10.

Box 25

Folder 13

Standards of Quality Committee, 2006 October 24.

Box 25

Folder 14

Southern Governors' Association, Education in the South: A Passport to Opportunity, Communications Plan and Action Toolkit, 2007.

Box 25

Folder 15

Virginia Board of Education's Literacy Policy Summit, Closing the Achievement Gap: A Focus on Adolescent Literacy, 2007 May 1.

Box 25

Folder 16

National Association of System Heads (NASH), State Teams P-16 Summer Institute, Minneapolis, Minnesota (Judy Heiman's), 2007 July 29-31.

Box 25

Folder 17

CollegeBoard, Connecting All Students to College Success and Opportunity, Virginia Governor's P-16 Council Meeting, 2006 September 13.

Box 25

Folder 18

CollegeBoard, State Reports for Virginia, 2007 August (1 of 2).

Box 25

Folder 19

CollegeBoard, State Reports for Virginia, 2007 August (2 of 2).

Box 25

Folder 20

Changing the Course of Science Education, 2007 National Leadership Development and Strategic Planning Symposium on K-16 Science Education for State Teams, Washington, D.C., 2007 September 30-2007 October 2.

Box 26

Folder 1

Parent meeting with the Governor's Office concerning the proposed revision to the Regulations Governing Special Education Programs for Children with Disabilities in Virginia, 2008 March 4.

Box 26

Folder 2

Women Education Leaders in Virginia, Learning and Leading in the 21st Century, Charlottesville, Virginia, 2008 April 3-4.

Box 26

Folder 3

Virginia's Community College, Hire Education 2008 Workforce Development Conference, 2008 December 9-12.

Box 26

Folder 4

Grant Proposals for a Governor's Career and Technical Academy (1 of 3), 2007.

Box 26

Folder 5

Grant Proposals for a Governor's Career and Technical Academy (2 of 3), 2007.

Box 26

Folder 6

Grant Proposals for a Governor's Career and Technical Academy (3 of 3), 2007.

Box 26

Folder 7

The JASON Project, 2008.

Box 26

Folder 8

Early Childhood Alignment Project, 2006.

Box 26

Folder 9

2008-2010 FY Education Budget, 2007-2008.

Box 26

Folder 10

National Governors Association (NGA) STEM Center Grant Program

Correspondence, 2007.

Box 26

Folder 11

Innovation America Initiative, 2006.

Box 26

Folder 12

Grant Documents, 2007.

Box 26

Folder 13

Development and Implementation of a Public Communication Campaign to Promote Educational Attainment, 2007.

Box 26

Folder 14

Teacher Quality, 2002; 2004; 2007.

Box 26

Folder 15

Teacher Induction; Teaching Standards, 2006-2007.

Box 26

Folder 16

Commission on Youth, Study of Truancy and School Dropout Prevention Advisory

Group

Dropout Subcommittee Meeting, 2008 October 8.

Box 26

Folder 17

Meeting, 2008 October 14.

Box 26

Folder 17

Meeting, 2009 April 20.

Box 26

Folder 17

Meeting, 2009 May 29.

Box 26

Folder 17

Meeting, 2009 June 15.

Box 26

Folder 18

Improving School Attendance, A Resource Guide for Virginia Schools, 2005 August.

Box 26

Folder 18

Private School Regulations, 2007.

Box 26

Folder 19

Public School Forum of North Carolina, 2006.

Box 26

Folder 19

National Governors Association, Virginia's Ten-Year Goals, 2008.

Box 26

Folder 19

Career Coach, 2006; 2008.

Box 26

Folder 19

Virginia Civil Rights Memorial, 2007.

Box 26

Folder 20

Governor's School Program, 2007.

Box 26

Folder 21

Career Readiness Certificate, 2008.

Box 26

Folder 21

Advanced Placement (AP), 2008-2009.

Box 26

Folder 21

Autism Study by Joint Legislative Audit and Review Commission (JLARC), 2008.

Box 26

Folder 21

Governor's VIP Award, 2009 February 16.

Box 26

Folder 21

Virginia STAR Program, 2008.

Box 26

Folder 21

Special Education Regulations, 2008.

Box 26

Folder 21

Flexbooks/Open Source, 2008.

Box 26

Folder 21

Commission on Civics Education, 2005-2007.

Box 27

Folder 1

Commission on Civics Education, 2007-2008.

Box 27

Folder 2

Standards of Accreditation, 2008-2009.

Box 27

Folder 3

National Board Certified Teachers in Virginia, 2006-2008.

Box 27

Folder 4

Achievable Dream Academy, 2006.

Box 27

Folder 4

Alignment Project, 2006.

Box 27

Folder 4

Early Learning, July 2006.

Box 27

Folder 4a

Teacher Evaluation Report, 2006.

Box 27

Folder 5

Stanford English Language Proficiency (SELP) Issue, 2006 November 3.

Box 27

Folder 6

Licensure Regulations Governor Early/Primary Education, Elementary Education and Middle Education, 2006.

Box 27

Folder 6

No Child Left Behind (NCLB) Reauthorization, 2007 February.

Box 27

Folder 6

Queen's Visit, 2007 May 3.

Box 27

Folder 7

Virginia Preschool Initiative (VPI), 2006-2007.

Box 27

Folder 8

Virginia Career Education Foundation (VCEF), 2006-2007.

Box 27

Folder 8

Great Virginia Teach-In, 2006-2007.

Box 27

Folder 9

Secretary of Education Legislative Studies, 2004-2005.

Box 27

Folder 10

Town Hall/Regulations, 2005; undated.

Box 27

Folder 10

2006-2007 Teacher Salary Survey Report, 2006 December 1.

Box 27

Folder 10

Blueprint for Virginia Public Schools: A Long-Range Plan for the Future of Public Education in Virginia, 2001.

Box 27

Folder 10

2006 Commonwealth Education Poll, Public Opinion in Virginia on Schools and Education, 2006-2007.

Box 27

Folder 10

Virginia Department of Education Briefing, Reading First, 2008 January.

Box 27

Folder 11

Virginia Department of Correctional Education, 2008.

Box 27

Folder 11

Adult Education, 2008.

Box 27

Folder 12

2006 Legislative Proposals, 2005.

Box 27

Folder 13

Budget Meetings, 2007.

Box 27

Folder 14

United States Department of Education Correspondence, re: Limited English Proficient (LEP), 2007.

Box 27

Folder 15

No Child Left Behind (NCLB) Reauthorization Background, 2006-2007.

Box 27

Folder 15

Background on Limited English Proficient (LEP) issues with United States Department of Education, 2007.

Box 27

Folder 15

Congressional Delegation Follow Up, 2006.

Box 27

Folder 16

Virginia Department of Education, Commission on Civics Education Interim Report, 2007 November 1.

Box 27

Folder 16

Virginia Department of Education, Special Education Briefing Report, 2006.

Box 27

Folder 16

Dual Enrollment, 2005-2006.

Box 27

Folder 16

Governor's Performance Leadership Forum, 2006 April 27-28.

Box 27

Folder 16

Governor Kaine's Workforce Development Strategic Plan, 2006-2007.

Box 27

Folder 17

Economic Development Strategic Plan, 2006.

Box 27

Folder 18

Standards of Quality (SOQ) Review, 2006.

Box 27

Folder 19

NASA Partnership, 2006-2007.

Box 27

Folder 20

STEM Subcommittee (HJR 25), 2006.

Box 27

Folder 20

Virginia Association of School Superintendents (VASS), 2006.

Box 27

Folder 20

Virginia Association of Secondary School Principals (VASSP), 2007 January.

Box 27

Folder 20

Weekly Report Guidelines, 2006.

Box 27

Folder 20

State Strong Council, Finance, 2006-2007.

Box 27

Folder 21

Barbara Gault, Price of Pre-K, 2006-2007.

Box 27

Folder 22

Health Virginians/Healthy Students Obesity Summit (NGA Grant), 2007.

Box 27

Folder 23

Virginia's National Governors Association Honor States Grant to Redesign the American High School, 2008.

Box 27

Folder 24

Virginia's National Governors Association Honor States Grant to Redesign the American High School, Presentations, 2005-2007.

Box 28

Folder 1

National Governors Association, Virginia's Honor States Ten-Year Goals, 2006-2007.

Box 28

Folder 2

Virginia's National Governors Association Honor States Grant to Redesign the American High School, Gates Foundation, 2006-2007.

Box 28

Folder 3

P-16 Readiness Work Group, 2006-2007.

Box 28

Folder 4

Virginia's P-16 Education Council, Longitudinal Data Systems Work Group, 2006-2007.

Box 28

Folder 5

Virginia's P-16 Education Council, Policy Forum, 2006-2007.

Box 28

Folder 6

Standards of Accreditation (SOA), 2006-2008.

Box 28

Folder 7

Subseries III.F. Files of Kendall Tyree, Special Assistant to the Secretary of Education, 2002; 2005-2007.

Extent

Extent: 0.53 cubic feet (2 boxes).

Scope and Content

This subseries is housed in two boxes and is arranged chronologically and by subject files. Kendall Tyree served as Special Assistant to the Secretary of Education from June 2005 to October 2008.

Includes: CVC Campaign, Commission on Civics Education, Commission on Youth, Governor's Advisory Workgroup on K-12 Education, General Assembly session bill tracking, Queen Elizabeth II's visit to Virginia in 2007, American Sesquicentennial of the American Civil War Commission, and career technical training.

Governor's Advisory Workgroup, K-12 Education, 2002; 2005.

Box 34

Folder 1

Virginia Latino Advisory Board, 2006 April 4.

Box 34

Folder 2

Literary Fund Forecast, 2006 December 12.

Box 34

Folder 2

Taiwan-United States Sister Relations Alliance, 2007 February 3.

Box 34

Folder 2

2007 General Assembly Session Bill Tracking, 2007 January-February.

Box 34

Folder 3

Career Technical Education, 2007.

Box 34

Folder 4

Pre-K Pilot Discussion Session, 2007 April 23.

Box 34

Folder 5

Virginia Israel Advisory Board Meeting, 2007 June 28.

Box 34

Folder 5

Council on Virginia's Future, Educational Attainment Discussion, 2007 October 22.

Box 34

Folder 5

Subject Files

CVC Campaign, 2005-2007.

Box 35

Folder 1

Virginia Commission on Civics Education, 2006.

Box 35

Folder 2

Virginia Commission on Youth, 2005-2006.

Box 35

Folder 3

Legislative Action Summaries, 2005-2006.

Box 35

Folder 4

Queen Elizabeth II Visit to Capitol Square,(student lists and logistics) 2007.

Box 35

Folder 5

Reappropriation Plan for 2006 Fiscal Year Expenditure, 2006 September 18.

Box 35

Folder 6

Virginia Sesquicentennial of the American Civil War Commission, 2007.

Box 35

Folder 7

IV. Weekly Report Files, 2006-2009.

Boxes 36 (box)

Extent

Extent: 0.35 cubic feet (1 box).

Scope and Content

The Weekly Report Files series is housed in one box, arranged chronologically and contains the weekly reports submitted to the Governor and Chief of Staff by the Secretary of Education. Reports were submitted each Thursday and placed in a binder for the Governor that he took with him at the end of the day on Friday. A second copy of the report was made for the Chief of Staff. Each report contains information on legislation, Governor's initiatives/special projects, agency matters/operations, events/agency visits, audits/investigations/compliance, stakeholder issues and pending decisions. This series provides a weekly account of the issues and policy decisions of the Secretary of Education during the Kaine administration.

Governor Kaine's copy of the Secretary of Education's reports has been digitized. It is part of the Timothy M. Kaine Administration (2006-2010) Cabinet Weekly Reports collection.

2006

Box 36

Folder 1

2007

Box 36

Folder 2

2008

Box 36

Folder 3

2009

Box 36

Folder 4

SWAM Weekly Reports, 2009.

Box 36

Folder 5

V. Decision Briefs: Supporting Documentation, 2008-2010.

Boxes 37 (box)

Extent

Extent: 0.35 cubic feet (1 box).

Scope and Content

The Decision Briefs series is housed in one box and is arranged chronologically. This series consists of supporting documentation from assigned state agencies asking the Secretary's permission to perform a major function, policy initiative, or expenditure. This series includes briefs, memoranda, and correspondence.

Secretary of Education decision briefs from 2006 and 2007 can be found in the Records of the Policy Office, Governor Timothy M. Kaine, 2003-2010 (bulk 2006-2009), Accession 44690 and 44701, State Records Collection, Library of Virginia (series I).

2010 January-2009 October

Box 37

Folder 1

2009 October-2009 July

Box 37

Folder 2

2009 May-2009 January

Box 37

Folder 3

2008 December-2008 March

Box 37

Folder 4

2006-2008 (Miscellaneous)

Box 37

Folder 5

VI. Public Relations, 2006-2009.

Boxes 38 (box)

Extent

Extent: 0.18 cubic feet (1 box).

Scope and Content

The Public Relations series is housed in one box and is arranged chronologically. This series documents Secretary's involvement at official functions, as well as the planning, development, and carrying out of public relation activities or visits sponsored by the Secretariat. This series includes speeches or remarks, event programs or agendas, and background material.

2006 Speaking Engagements

Box 38

Folder 1

2007 Commencements

Box 38

Folder 2

2007 Special Engagements

Box 38

Folder 3

2008 Speaking Engagements

Box 38

Folder 4

2008 Commencements

Box 38

Folder 5

2009 Speaking Engagements

Box 38

Folder 6

2009 Commencements

Box 38

Folder 7

VII. Legislative Files, 2007.

Boxes 39 (box)

Extent

Extent: 1.0 cubic feet (1 box).

Scope and Content

The Legislative Files series is housed in one boxes and is arranged by bill number. This series consists of legislation and supporting documentation affecting the Secretary of Education, as well as state agencies assigned to the Secretariat. Each file usually contains the text of each bill including any amendments, bill tracking information, and Legislative Action Summaries for the 2007 General Assembly session. A complete listing of all legislative files during the Kaine administration can be found in the Records of the Policy Office, Governor Timothy M. Kaine, 2003-2010 (bulk 2006-2009), Accession 44690 and 44701, State Records Collection, Library of Virginia (series III).

This series has been processed using minimal processing standards: the original arrangement has been maintained, the container list is brief and simple, and the records have not been refoldered and fasteners have not been removed.

The Virginia General Assembly's [Legislative Information System](#) contains searchable databases for bills and resolutions from 1994 to the present and reports to the general assembly. It also includes links to the Code of Virginia, Virginia Administrative Code, Constitution of Virginia, Charters, Authorities, Compacts and Uncodified Acts.

HB 1617-HB 3201; SB 744-SB 1419 2007.

Box 39

VIII. Special Projects and Governor's Initiatives, 2002-2010.

Boxes 40-52 (box)

Extent

Extent: 5.68 cubic feet (13 boxes).

Scope and Content

The Special Projects and Governor's Initiatives series is housed in 13 boxes and is arranged into six subseries. Subseries have been designated for: A. Virginia's P-16 Education Council, 2006-2009; B. Early Childhood Initiatives, 2002-2009; C. High School Reform Initiatives, 2002-2007; D. Achieve: American Diploma Project (ADP), 2007; E. Workforce Development, 2006-2010; and F. Teacher Quality, 2006. The series consists of agendas, agreements, briefing binders, correspondence, handouts, memorandum, notes, policies, presentations, and reports.

This series has been processed using minimal processing standards: most of the original arrangement has been maintained and the container list is brief and simple.

Subseries VIII.A. Virginia's P-16 Education Council, 2006-2009.

Extent

Extent: 0.35 cubic feet (1 box).

Scope and Content

This subseries is housed in one box and is arranged chronologically. Governor Mark Warner's Executive Order 100 created Virginia's P-16 Education Council in October 2005. The Secretary of Education served as Chair. The Council's responsibilities included: identifying opportunities to better coordinate the state's education reform efforts from preschool to graduate school; serve as steering committee for oversight of the state's education reform activities as part of the National Governors Association (NGA) Honor States Grant; and develop approaches to improve transitions among levels of education. Governor Tim Kaine's Executive Order 40 issued in October 2006 continued the P-16 Education Council. The new order added an additional responsibility: work closely with the Start Strong Council and other entities to ensure that pre-K and early childhood initiatives are coordinated with other education initiatives.

Many of the P-16 Council meeting files include handwritten notes probably written Kendall Tyree, Special

Assistant to the Secretary of Education.

P-16 Education Council Meeting, 2006 March 9.

Box 40

Folder 1

P-16 Education Council Meeting, 2006 March 29.

Box 40

Folder 1

P-16 Working Group on Moving from Competence to Excellence: Readiness for Post secondary Education and Work Meeting, 2006 June 2.

Box 40

Folder 1

P-16 Education Council Meeting, 2006 June 9.

Box 40

Folder 1

P-16 Education Council Meeting, 2006 August 7.

Box 40

Folder 1

P-16 Education Council Meeting, 2006 September 13.

Box 40

Folder 1

P-16 Education Council Meeting, .

Box 40

Folder 1

P-16 Education Council Meeting, 2006 December 7.

Box 40

Folder 1

P-16 Longitudinal Data System Work Group Meetings, 2006.

Box 40

Folder 2

P-16 Education Council Meeting, 2007 March 1.

Box 40

Folder 3

Correspondence, 2007 February 23.

Box 40

Folder 3

P-16 Education Council Meeting, 2007 May 17.

Box 40

Folder 3

P-16 Education Council Meeting, 2007 October 4.

Box 40
Folder 3

P-16 Education Council Meeting, 2008 February 19.

Box 40
Folder 4

P-16 Education Council Meeting, 2008 June 24.

Box 40
Folder 4

P-16 Education Council Meeting, 2008 October 6.

Box 40
Folder 4

P-16 Education Council Meeting, 2009 October 6.

Box 40
Folder 4

P-16 Education Council Meeting, 2009 December 8 (cancelled).

Box 40
Folder 4

Subseries VIII.B. Early Childhood Initiatives, 2002-2009.

Extent

Extent: 1.05 cubic feet (3 boxes).

Scope and Content

This subseries is housed in three boxes and contains records from Governor Mark Warner (2002-2006) and Governor Kaine. It appears to be a mix of files from Sarah Finley, Deputy Secretary of Education during the Warner Administration and Kendall Tyree, Special Assistant to the Secretary of Education during the Kaine administration. The original order has been maintained. This subseries includes agendas, meeting notes, correspondence, presentations, and reference material. Governor Kaine's early childhood initiatives included the Start Strong Council and the Governor's Working Group on Early Childhood Initiatives. On 16 January 2006, Governor Tim Kaine issued Executive Order 7 creating the Start Strong Council to develop expanded access to quality pre-kindergarten for Virginia's four-year olds. In July 2007, the Council completed its intensive study of pre-school opportunities for Virginia and presented six recommendations to Governor Kaine. The Council issued their final report in August 2007. Governor Kaine in December 2007 announced his voluntary program to gradually expand access to preschool for Virginia's four-year olds.

Governor Kaine issued Executive Directive 3 on 10 August 2006 creating the Governor's Working Group on Early Childhood Initiatives. The Working Group, chaired by the Secretary of Education was responsible for coordinating the Governor's early childhood initiatives; served as primary link between Start Strong Council, Virginia Early Childhood Foundation, and existing early childhood programs within the executive branch; strengthen partnerships with state and local elected officials and non-profit and private sectors to build long-term commitment to early childhood education; and provide policy support to the Start Strong initiative. Governor Mark Warner's Pre-Kindergarten/Early Childhood initiative, part of Education for a Lifetime, provided a foundation for Governor's Kaine's programs.

Youth Matters (Richmond Chamber of Commerce), 2004 November 19.

Box 41
Folder 1

Robins Foundation, North Richmond Partnership for Families, 2004.

Box 41
Folder 1

Square One, 2003.

Box 41

Folder 1

The State of Preschool: 2004 State Preschool Yearbook, National Institute for Early Education Research (volume)

Box 41

Kids Count, 2003.

Box 41

Folder 2

Preschool - Quality Programs, undated.

Box 41

Folder 3

Southern Regional Education Board (SREB) Survey on High Quality Standards, 2002.

Box 41

Folder 3

Correspondence, 2003.

Box 41

Folder 3

Everybody's Children: Child Care as a Public Problem (book), by William T. Gormley, Jr., 1995.

Box 41

The Future of Children: Caring for Infants and Toddlers, The David and Lucile Packard Foundation, Volume 11 - Number 1, Spring/Summer 2001.

Box 41

No Time to Waste: Indicators of School Readiness, 2004 Data Book

Box 41

Start Strong Council, Letters of Interest, 2006.

Box 42

Folder 1

Start Strong Council Meeting, 2006 June 21.

Box 42

Folder 2

Start Strong Council Meeting, 2006 July 19.

Box 42

Folder 3

Start Strong Council Task Forces Meeting, 2006 September 6.

Box 42

Folder 4

Start Strong Council Task Force Meetings, 2006 September 20.

Box 42

Folder 5

Start Strong Council Meeting, 2006 December 6.

Box 42

Folder 5

Start Strong Council Meeting, 2007 March 21.

Box 42

Folder 5

101s: A Guide to Positive Discipline, 2004.

Box 42

Folder 6

CED, Financing Public Preschool Programs: Current Practices and Future Possibilities, 2006 November.

Box 42

Folder 6

Early Enrollment - Studies, undated.

Box 42

Folder 7

Pre[k]now - Governor's Proposals for FY 2006 and 2007, 2005-2006.

Box 42

Folder 7

Governor's Early Childhood Partnership Grants, 2006.

Box 42

Folder 7

Pre[k]now - Diverse Delivery, 2006 July.

Box 42

Folder 7

Early Childhood Research Papers of Dr. Robert Pianta, 2003; 2005-2006.

Box 42

Folder 7

California Proposition 82 - Preschool For All, 2005-2006.

Box 42

Folder 8

Virginia Early Learning Council, 2005-2006.

Box 42

Folder 8

Virginia Early Childhood Comprehensive Systems Project, 2006.

Box 42

Folder 8

Virginia Early Childhood Comprehensive Systems, National Governor Association (NGA) Grant, 2005-2006.

Box 42

Folder 8

Governor's Early Childhood Summit (NGA Grant), 2006.

Box 42

Folder 8

Pre-K Letter to Virginia House Appropriations Committee, 2008 January 24.

Box 43

Folder 1

Smart Beginnings Letters, 2009 December 18.

Box 43

Folder 1

Virginia Early Childhood Foundation, 2005-2006.

Box 43

Folder 1

School Readiness Begins at Birth: Healthy Families and CHIP Making a Difference, presentation on 2006 October 23.

Box 43

Folder 1

Virginia Early Childhood Advisory Council Meeting, 2009 December 7.

Box 43

Folder 2

Miscellaneous Reports and Presentations, 2006.

Box 43

Folder 3

Miscellaneous Reports, 2006.

Box 43

Folder 4

GED/Early Childhood, 2006.

Box 43

Folder 5

Subseries VIII.C. High School Reform Initiatives, 2002-2007.

Extent

Extent: 0.88 cubic feet (3 boxes).

Scope and Content

This subseries is housed in three boxes. In June 2005, Virginia received a National Governors Association (NGA) Honor States Grant to implement redesign initiatives to improve graduation rates and college readiness. The goals of the grant were: decreasing ninth and tenth grade retention in high school, increasing mathematics proficiency, decreasing the number of high school dropouts, increasing the number of high school graduates, increasing college readiness of high school graduates by reducing the number of developmental courses taken by recent graduates, increasing the number of students who immediately attend college, and increasing college graduation rates. This policy initiative continued in the Kaine administration.

Many of these records appear to belong to Sarah Finley, Deputy of Secretary of Education (2002-2005) and Kendall Tyree, Special Assistant to the Secretary of Education. Box 46, folders 5-7 contain Tyree's notes and meeting agendas for many of the Warner and Kaine administration's education initiatives.

Achieve, Inc., New Diploma Project, 2005.

Box 44

Folder 1

ACT, Virginia Data, Preparing Students for College and Work, 2004.

Box 44

Folder 2

Education Commission of the States (ECS), Closing the College Gap, Virginia Data, April 2003 .

Box 44

Folder 3

Southern Regional Education Board (SREB), ACT and SAT Scores, 2003 .

Box 44

Folder 4

High Schools and Beyond, undated.

Box 44

Folder 5

High School Research, 2003.

Box 44

Folder 6

Newsweek, America's Best High Schools, 2 June 2003.

Box 44

Folder 7

School-College Alignment, 2003.

Box 44

Folder 8

High School Reform Reports (1 of 6), 2004.

Box 44

Folder 9

High School Reform Reports (2 of 6), 2004.

Box 44

Folder 10

High School Reform Reports (3 of 6), 2004.

Box 44

Folder 11

High School Reform Reports (4 of 6), 2004.

Box 44

Folder 12

High School Reform Reports (5 of 6), 2004-2005.

Box 45
Folder 1

High School Reform Reports (6 of 6), 2004.

Box 45
Folder 2

Grade Nine: The Make It or Break It Year, 19-20 February 2002

Overview

Box 45
Folder 3

Robert Lynn Canady

Box 45
Folder 4

Sarah Armstrong

Box 45
Folder 5

Jerry Bourdeaux

Box 45
Folder 6

Luke Fennell

Box 45
Folder 7

Kevin Flanigan

Box 45
Folder 8

Elaine Fogliani

Box 45
Folder 9

Seibert, Moore and Habeeb

Box 45
Folder 10

Deborah Haver Hutchens

Box 45
Folder 11

Laura McCullough

Box 45
Folder 12

Deborah Pettit

Box 45

Folder 13

Pamela Roland

Box 45

Folder 14

Kathleen Owings Swan

Box 45

Folder 15

High School Exit Exams

Center for Education Policy (CEP), State High School Exit Exams: A Challenging Year (volume), August 2006.

Box 45

Center for Education Policy (CEP), State High School Exit Exams: States Try Harder, But Gaps Exist (volume), August 2005.

Box 45

American Youth Policy Forum, High School Redesign for State Policy Leaders: Boston, 12-14 March 2006.

Box 45

Folder 16

Virginia Community College System (VCCS), Career and Technical Education (CTE) Dual Enrollment and Articulation

VCCS, 1st Dual Enrollment Articulation, 2002-2003.

Box 46

Folder 1

Dual Enrollment Articulation Agreements, 2002-2003.

Box 46

Folder 2

Virginia Beach Advanced Technology Center, 2002.

Box 46

Folder 3

VCCS, Competency Based Education: The Framework for Tech Prep Curricula, undated.

Box 46

Folder 4

Kendall Tyree's Notebook on Warner and Kaine Administration Education Initiatives

2004-2007

Box 46

Folder 5

2004-2005

Box 46

Folder 6

2005

Box 46

Folder 7

Subseries VIII.D. Achieve: American Diploma Project (ADP), 2006-2008.

Extent

Extent: 1.05 cubic feet (3 boxes).

Scope and Content

This subseries is housed in three boxes. Achieve is a nonprofit education organization created to support standards-based education reform efforts across the states. In 2005, Achieve launched the American Diploma Project (ADP) Network in order to make college readiness a priority in the states. ADP Network states were committed to improving "postsecondary preparation by aligning high school standards, graduation requirements and assessment and accountability systems with the demands of college and careers." ADP focused on aligning high school standards and assessments with the knowledge and skills needed for college and careers; establishing a college- and career-ready curriculum to prepare high school graduates for post secondary education; and developing statewide high school assessment benchmarks in mathematics and English. As part of ADP, Virginia participated in Achieve's Alignment Institute Initiative. As part of this initiative, Virginia conducted a higher education survey for college readiness with a focus on essential English and mathematic skills required by Virginia institutions. Deputy Secretary of Education Judy Heiman and Special Assistant Kendall Tyree worked on ADP.

Achieve Data Profile: Virginia, 2007.

Box 47

Folder 1

Achieve Alignment Institute, Minneapolis Meeting, 2007.

Box 47

Folder 2

Achieve Alignment Institute, Dallas Meeting (part one), 26-28 March 2007.

Box 47

Folder 3

Achieve Alignment Institute, Dallas Meeting (part two), 26-28 March 2007.

Box 47

Folder 4

Achieve Alignment Institute, Dallas Meeting (part three), 26-28 March 2007.

Box 47

Folder 5

Virginia's Participation in the Achieve Alignment Institute Initiative, 2007.

Box 47

Folder 6

Virginia College and University Admission Requirements (part one), 2007.

Box 47

Folder 7

Virginia College and University Admission Requirements (part two), 2007.

Box 47
Folder 8

Virginia University Competencies, undated.

Box 48
Folder 1

ADP Benchmarks with the Virginia Mathematics Standards of Learning and Curriculum Framework, undated.

Box 48
Folder 2

Essential Mathematics Skills Needed for Entry-Level College Courses (surveys, B-L), 2007.

Box 48
Folder 3

Essential Mathematics Skills Needed for Entry-Level College Courses (surveys, M-T), 2007.

Box 48
Folder 4

Essential Mathematics Skills Needed for Entry-Level College Courses (surveys, U-W), 2007.

Box 48
Folder 5

Essential English Skills Needed for Entry-Level College Courses (surveys, B-M), 2007.

Box 48
Folder 6

Essential English Skills Needed for Entry-Level College Courses (surveys, N-U), 2007.

Box 49
Folder 1

Essential English Skills Needed for Entry-Level College Courses (surveys, V-W), 2007.

Box 49
Folder 2

Achieve Data Profile: Virginia, April 2006.

Box 49
Folder 3

Creating a High School Diploma that Counts: Lessons from the ADP Network, 5 January 2007.

Box 49
Folder 4

Miscellaneous Achieve Reports, 2007-2008.

Box 49
Folder 5

Subseries VIII.E. Workforce Development, 2006-2010.

Extent

Extent: 0.35 cubic feet (1 box).

Scope and Content

This subseries is housed in one box and is arranged in chronological order. On 21 March 2006, Governor Tim Kaine named Daniel C. LeBlanc, former President of the Virginia AFL-CIO and Kaine's failed nominee for Secretary of the Commonwealth, as Senior Advisor to the Governor for Workforce. Executive Order 25 issued by Governor Kaine on 23 June 2006 delegated his authority as Chief Workforce Development Officer to the Senior Advisor to the Governor for Workforce and further clarified the Advisor's duties and responsibilities. This order was issued to ensure that initial transition steps occurred to implement the 2006 legislation. Kaine's Executive Order 61, issued on 4 January 2008, rescinded Executive Order 25 and was issued to ensure that the next phase of transition occurred including: the creation of a Workforce Sub-Cabinet to ensure Cabinet collaboration regarding workforce development as required by state and federal statute; listing of the duties of the Cabinet Secretaries and designating the Virginia Community College System (VCCS) as the designated state agency for the WIA, including that of grant recipient and fiscal administrative agency. This subseries includes meeting material for Workforce Sub-Cabinet meetings (agendas, handouts, and notes) attended by Secretary of Education Tom Morris and other workforce related records.

Virginia Workforce Council Meeting, 8 June 2006.

Box 50

Folder 1

Reference Material, 2006.

Box 50

Folder 2

Correspondence, 2007.

Box 50

Folder 2

Workforce Development Strategy and Consolidation, 2007.

Box 50

Folder 3

Workforce Sub-Cabinet Meeting, 23 January 2007.

Box 50

Folder 4

Workforce Sub-Cabinet Meeting, 8 February 2007.

Box 50

Folder 4

Workforce Sub-Cabinet Meeting, 15 February 2007.

Box 50

Folder 4

State Workforce Meeting, 5 March 2007.

Box 50

Folder 4

Workforce Sub-Cabinet Meeting, 24 May 2007.

Box 50

Folder 4

Workforce Sub-Cabinet Meeting, 6 June 2007.

Box 50

Folder 5

Workforce Sub-Cabinet Meeting, 14 June 2007.

Box 50

Folder 5

Workforce Sub-Cabinet Meeting, 5 July 2007.

Box 50

Folder 5

Workforce Sub-Cabinet Material, July-August 2007.

Box 50

Folder 5

Workforce Sub-Cabinet Meetings, September-December 2007.

Box 50

Folder 5

Virginia Workforce Council Meeting, 4 January 2008.

Box 50

Folder 6

Workforce Sub-Cabinet Meetings, February-August 2008.

Box 50

Folder 7

Reference Material, 2007-2008.

Box 50

Folder 8

Reference Material, 2008.

Box 50

Folder 9

Workforce Sub-Cabinet Meetings, March-June 2009.

Box 50

Folder 10

Workforce Letters, 2009.

Box 50

Folder 10

Virginia Workforce Council Meeting, 7 January 2010.

Box 50

Folder 10

Grow Your Own: A Workforce Pipeline, Central Virginia Community College, 2007.

Box 50

Folder 11

Subseries VIII.F. Teacher Quality, 2006.

Extent

Extent: 2.0 cubic feet (3 boxes).

Scope and Content

This subseries is housed in two boxes and is arranged in alphabetical order by school division. Teacher evaluation was one of three teacher quality initiatives by the Kaine administration (teachers' salaries and teacher recruitment and retention were the other two). The primary purpose of teacher evaluation is to improve instruction and enhance student achievement by providing timely and meaningful feedback and support to the teacher. Evaluation is also a mechanism for professional growth and development.

Teacher evaluation should be one part of a larger system that fosters learning communities in schools by creating supportive structures that enhance student achievement, teacher growth and retention. Such structures include a quality induction program with mentoring of new teachers, embedded professional development focused on teacher and school goals, effective and supportive leadership and a collaborative environment that encourages collegiality and teamwork. This subseries contains the established policies and practices for evaluation by each school division submitted to the Secretary of Education as required by legislation passed in 2006.

Accomack County-Hopewell, 2006.

Box 51

Isle of Wight County-York County, 2006.

Box 52