

COMMONWEALTH OF VIRGINIA
BOARD OF EDUCATION
CHARTER SCHOOL COMMITTEE
RICHMOND, VIRGINIA

Minutes

April 21, 2015

The Board of Education Charter School Committee met at the James Monroe State Office Building in Richmond, Jefferson Conference Room, 22nd floor, with the following members present: committee chair and Board member, Mrs. Darla Edwards; Mr. Sal Romero and Mr. James Dillard from the Board; Dr. Rosa Atkins, Mr. David Cline, Ms. Linda Hyslop, Mr. Dean Kern, Mr. Walter Cross, Dr. Rick Richardson, and Ms. Bobbi Snow from the education community. Also present was Mr. Chris Braunlich, Board president.

Mrs. Edwards called the meeting to order at 9:30 a.m.

Mrs. Edwards described the steps of the review process and reviewed the committee's task of examining the Bertha B. Williams Academy (BBWA) public charter school application as stipulated in the *Code of Virginia*. The purpose of the meeting was for the committee to discuss the application, meet with the applicant, and decide if the application met the Board's approval criteria. Mrs. Edwards explained that it was not the responsibility of the committee or the Board to approve or disapprove an application.

An opportunity for public comment was provided but no comments were made.

Before examination of the application, Mrs. Edwards introduced the applicant, Dr. Lois Williams. She, in turn, introduced Commander Al Wallace, Ms. Monli Wallace, and retired Colonel James Wyatt.

Mrs. Edwards confirmed that the applicant information (Part A) was complete; an executive summary provided an overview of the proposed charter school; and the assurances (Part C) were signed. Mrs. Edwards then gave the Bertha B. Williams team the opportunity to address the educational (Sections II.-VI.), logistical (Sections VII.-X.), and business (Sections XI.-XV.) components of the application. The applicant presented the information.

The committee asked the applicant to identify the school division in which they intend to work. Dr. Williams indicated the Bertha B. Williams Academy intends to work with Norfolk City Public Schools. The committee encouraged dialogue with Norfolk City Public Schools and parents. The committee suggested the applicant use data from the Department with the anecdotal data provided by surveys to strengthen the application. The committee discussed the museum model, encouraged the applicant to reexamine the budget pertaining to textbooks for that model, to strengthen the budget in the facility and transportation area, and to include additional details in the startup costs, including teacher recruitment and staff development. The applicant indicated funding sources would include state and federal grant money. The committee noted the federal

grants are competitive in nature and not guaranteed. The committee also suggested the applicant consider the federal school lunch program.

Mrs. Edwards called for a vote on whether the applicant met the criteria for the components in the application. The following chart outlines the results of the vote:

Required Application Components		Met the Criterion	Yes	No	Consensus Met Components (Y/N)
I.	Executive Summary	Yes	10		
II.	Mission Statement	Yes	10		
III.	Goals and Educational Objectives	No		10	
IV.	Evidence of Support	No		10	
V.	Statement of Need	No		10	
VI.	Educational Program	No		10	
VII.	Enrollment Process	Yes	8	2	
VIII.	Displacement	Yes	8	2	
IX.	Transportation	No		10	
X.	Residential Charter School	N/A			
XI.	Economic Soundness	No		10	
XII.	Management and Operation	No		10	
XIII.	Employment Terms and Conditions	No		10	
XIV.	Liability and Insurance	Yes	10		
XV.	Disclosures	Yes	10		
Overall Consensus					No

The six application components that met the criterion were:

I.	Executive Summary
II.	Mission Statement
VII.	Enrollment Process
VIII.	Displacement
XIV.	Liability and Insurance
XV.	Disclosures

The eight application components that did not meet the criterion were:

III.	Goals and Educational Objectives
IV.	Evidence of Support
V.	Statement of Need
VI.	Educational Program
IX.	Transportation
XI.	Economic Soundness
XII.	Management and Operation
XIII.	Employment Terms and Conditions

The committee reached unanimous consensus that the application overall did not meet the Board's approval criteria.

Mrs. Edwards thanked Dr. Williams and her team for providing the summary and responses.

Mrs. Edwards explained that following the meeting, Department staff, on behalf of the committee, will prepare a consensus report with the determination from the committee as to whether the application meets the Board's approval criteria.

Based on the consensus report, the Bertha B. Williams Academy has ten days to notify the Department of Education whether the decision is to:

- 1) Withdraw the application with the option of resubmitting it at a later time; or
- 2) Present the report to the Board of Education
 - First review on May 28, 2015
 - Applicant will be requested to attend to answer questions and make comments; and
 - the Board will make an initial determination as to whether BBWA application meets the overall approval criteria.
 - Final action on June 25, 2015
 - Action I: The Board will accept the Charter School Committee's recommendation that the application meets all the Board's approval criteria; or
 - Action 2: The Board will accept the Charter School Committee's recommendations that the application does not meet all of the Board's approval criteria.

The meeting was adjourned by the chair at 11 a.m.