**College Partnership Laboratory School Standing Committee Meeting**

**Draft Minutes**

Friday, July 7, 2023

The College Partnership Laboratory Schools Standing Committee (Standing Committee) met in the conference room on the 22nd Floor of the James Monroe Building, 101 North 14th Street, Richmond, VA 23219.

**Committee Members**

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| Ms. Joan Wodiska, Chair – Attended in person | Dr. Pam Moran, Vice Chair – Attended in person |
| Mr. John Bailey – Attended virtually | Mr. Bill Hansen – Attended in person |
| Mr. Andy Rotherham – Not in attendance |  |

The Chair of the Standing Committee, Joan Wodiska, called the meeting to order at 10:00 a.m. Mr. Bailey participated in the meeting remotely with the permission of the Chair, Ms. Wodiska.

# ***MOMENT OF SILENCE***

Ms. Wodiska asked for a moment of silence.

***PLEDGE OF ALLEGIANCE***

The recitation of the Pledge of Allegiance followed the moment of silence.

Ms. Wodiska stated a request to amend the agenda, removing Item B. Mr. Hansen made a motion to approve the proposed amended agenda for the meeting. Dr. Moran seconded the motion. This motion was carried unanimously.

Mr. Hansen made a motion to approve the meeting minutes from the June meeting. Dr. Moran seconded the motion. The motion carried unanimously.

***PUBLIC COMMENT***

There were no public comments.

***ACTION/DISCUSSION ITEMS***

***Item A:* *VCU X Code RVA Lab School – VDOE Documentation of Complete and Compliant Application***

Dr. McKnight, the representative from Virginia Commonwealth University, presented this item to the Committee. Dr. McKnight presented a review of the laboratory school proposal of the collaboration between Virginia Commonwealth University and Code RVA Regional High School. Dr. Moran requested further explanation as to how they plan to target elementary and middle school components of their model as spaces where people can do residency work. Dr. McKnight explained that they are currently working on an EIR grant to create a hub model for divisions that are too far away.

Mr. Hansen made a motion to recommend and refer the application for this lab school to the Virginia Board of Education. Dr. Moran seconded the motion. The motion carried unanimously.

***Item B: Final Review of Revisions to the College Partnership Laboratory School Application***

Mr. Jim Chapman, Director of Board Relations, presented this item to the Committee. Mr. Chapman informed the Committee that a Table of Contents has been added for ease of use. He also noted adjustments to the assessments questions and grammatical corrections.

Ms. Wodiska stated that, after consultation with staff, the Committee agrees that there is a need for the addition of a question regarding legal review. This addition is intended to encourage school divisions to consult with their legal counsel to ensure compliance with federal and state requirements. VDOE staff will complete this element of the application.

Dr. Moran made a motion to adopt revisions to the College Partnership Laboratory School Application as presented with the addition of the legal review element. Mr. Hansen seconded the motion. The motion carried unanimously.

***DISCUSSION OF CURRENT ISSUES***

The next Committee meeting will be on July 31st with a special guest from the International Association of Grad Schools. Dr. Moran asked if there is a way for the Committee to know how many applications are going to be coming down the pipeline to give Committee members an idea of the workload. Ms. Wodiska requested that, for the July 31st meeting, Dr. Raley consult with the VDOE staff member in charge of the planning grants to query the applicants on an estimated date that they made be submitting their application.

***ADJOURNMENT***

The meeting adjourned at 11:35 a.m.