

Applicant Name:

GERMANNA / FUTURE EDUCATORS ACADEMY

VIRGINIA DEPARTMENT OF EDUCATION  
 TECHNICAL REVIEW BY SUBJECT MATTER EXPERTS  
 COMPLETENESS AND COMPLIANCE REPORT

	Criterion Elements	Criterion Match	Comments	OVERALL VDOE COMMENTS	RUBRIC RATING
<b>ELEMENT 1: EXECUTIVE SUMMARY</b>					
1	Provided a description of the need and purpose of the Lab School.	Yes	Need: critical teacher shortage, particularly in specified content/levels; purpose: prepare future teachers and accelerate the teacher pipeline with associates degree completion	The applicant has clearly demonstrated the need for this lab school, given the needs in the community to prepare a future teacher workforce.	Operational/Ready to Implement
2	Indicates a clear description of the goals and objectives of the Lab School.	Yes		The applicant has clearly articulated the goals and objectives of this proposed lab school.	Operational/Ready to Implement
3	Summarizes the instructional plan for the Lab School.	Yes		The submission from the addendum documents has provided clarity for the instructional plan for the school. This standard has been met.	Operational/Ready to Implement
4	Overview of the sustainability plan for the Lab School.	Yes	1. Indicated that the governing board and advisory board will need to build and strengthen connections to sustain start-up funds. Please indicate any potential barriers or specific challenges that need to be addressed. 2. Thank you for addressing continued innovation and best practices. 3. Thank you for including future enrollment projections. 4. Capacity to implement a Lab School is summarized.	The submission from the addendum documents has provided clarity for sustainability under the Regional Governor's School Model and to pursue grant funding and business partnerships. This standard has been met. Additional detail provided to address concerns and establish compliance in revision (p. 12): Participating school divisions are committed to FEA and growing the next generation of teachers. This commitment is demonstrated through Memorandums of Understanding that facilitate a per-slot funding model, based on the Regional Governor's School model, should potential funding gaps arise. An all-hands effort to reduce the expenses of the program and pursue grant funding, individual donations, and business partnerships will persist to keep the program at no out-of-pocket cost for future Virginia teachers.	Operational/Ready to Implement
<b>ELEMENT 2: MISSION AND VISION</b>					
1	A description of the Lab School's mission and vision and how it is consistent with the Virginia Standards of Quality (SOQ), the Virginia Standards of Learning (SOL), and the Virginia Regulations Establishing Standards for Accrediting Public Schools in Virginia (SOA). (See § 22.1-349.3 of the Code of Virginia.)	Yes	"Mission: The mission of the Future Educators Academy is to produce well-prepared future educators by providing accessible, supportive, and innovative learning experiences. Vision: Future Educators Academy will provide an accelerated, high-quality teacher education and licensure pathway to diverse group of high school juniors and seniors through collaborative partnerships between community colleges, universities, and public school divisions." A declaratory statement is made that, "The FEA will meet all applicable standards of quality. Specifically, the following standards are addressed in the course offerings and experiential learning to produce well-prepared future educators." The specific standards addressed are portions of Standards 1 and 4.	This description meets expectations.	Operational/Ready to Implement
2	A description of any specific area of academic concentration.	Yes		The Applicant has sufficiently described the academic focus of the proposed lab school.	Operational/Ready to Implement
3	The Lab School's core philosophy.	Yes		The applicants philosophy aligns with the intent of the lab school concept.	Operational/Ready to Implement
4	Information about the college partnership laboratory school's targeted student population.	Yes	With a focus on students who self/identify as future teachers. In year 1, a cohort of 24 rising juniors will be selected by lottery from Orange, Rappahannock, Madison, and Culpeper counties for the Future Educators Academy. In subsequent years, two cohorts of 24 rising juniors will be selected from participating counties, including an expansion into the City of Winchester, and the counties of Frederick, Clarke, Shenandoah, Page, Warren, and Fauquier. As new cohorts of juniors begin their journey in FEA, second-year student cohorts will complete their associate degree and high school graduation requirements and prepare for transfer.	With students remaining enrolled in local school divisions, it appears Germanna functions more as a program than a stand alone Lab School. This is an acceptable approach to meeting the intent of the lab school concept.	Operational/Ready to Implement

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ELEMENT 3: EDUCATIONAL PROGRAM					
1	A description of the Lab School's academic program and how it is aligned with state standards.	Yes		With students remaining enrolled in local school divisions, it appears Germanna functions more as a program than a stand alone Lab School. This is an acceptable approach to meeting the intent of the lab school concept.	Operational/Ready to Implement
2	An overview of the curriculum, and teaching methods to be used at the Lab School and a description of the learning environment and instructional strategies to be used at the Lab School, including scientifically research-based instructional strategies to ensure that student engagement and achievement are occurring.	Yes		The submission from the addendum documents has provided clarity for the instructional plan for the school. This standard has been met.	Operational/Ready to Implement
3	A plan for using internal and external assessments to measure and report student progress in accordance with the SOL.	Yes	Added to revision to establish compliance: Participating school divisions are responsible for organizing and administering all SOL testing, WISE testing, SAT testing, ACT testing, and other standardized learning assessments for FEA students originating from their division in conjunction with state-mandated protocols. Students attending FEA will be on track to meet graduation requirements and should only need to take the English 11 Reading and Writing	The submission from the addendum documents has provided clarity for the SOL requirements plan for the school. This standard has been met.	Operational/Ready to Implement
4	A description of plans for identifying, evaluating, and successfully serving students with disabilities, students who are English Language Learners, students who are academically behind, and gifted students. Such plans must comply with applicable laws and regulations.	Yes	FEA faculty and staff will work directly with partners within the participating school divisions to identify, evaluate, and support students with disabilities, English Languages Learners (ELL), students who are academically behind, and gifted students. This partnership will ensure students are served via Individual Education Plans, Language Instruction Educational Programs, 504 plans, and any academic improvement plan agreed upon by the student, family, and school officials. The Office of Accessibility Resources at Germanna and the Office of Disability Services at Laurel Ridge will support FEA students and facilitate the implementation of Individual Education Plans and 504 plans. This collaborative effort to support special student populations is delineated in the school division memorandums of understanding (MOUs). Concerns with the role of the higher ed Office of Disability providing services/supports with different requirements and training as required by the state special education regulations and requirements of IDEA.	Included plan within individual school division MOUs, reflecting compliance with IDEA per revision/attachments.	Operational/Ready to Implement
5	An explanation of the procedures for corrective actions needed in the event that pupil performance at the Lab School falls below the standards outlined in the SOA. (See Part VIII of the SOA.)	Yes	"Students selected to attend the Future Educators Academy will be on track with all verified credits required at the end of grade 10. Students are required to have a 3.0 or higher grade point average; appropriate SAT or ACT scores; or pass the Virginia Placement Test in order to dual enroll in courses. All courses in the FEA are dual-enrolled. All coursework will be monitored to ensure student success will exceed Virginia Standards of Learning expectations. Tutoring opportunities will be provided to all students through the community college on designated Fridays through out each semester to ensure students are on track and able to be successful in their coursework. FEA will utilize both the Virginia Tiered Systems of Support (VTSS) and the Multi-Tiered System of Supports (MTSS) as supported by the Commonwealth. Using the VTSS and MTSS in collaboration with the base high school and the respective community college, notification will be provided to appropriate school personnel when students are not doing well so that additional academic assistance can be provided. Collaboration on the most effective academic, behavioral, or social-emotional supports to meet the needs of the learner(s) will be established."	This description meets expectations.	Operational/Ready to Implement
6	Information regarding the minimum and maximum enrollment per grade for the full term of the contract as well as class size and structure for each grade. (See § 22.1-253.13:2 of the Code of Virginia.)	Yes	"Each grade will be organized into one or more cohorts of students who will take all courses with their cohort. Cohorts will be no larger than 24 students, resulting in student-to-faculty ratios no higher than 24:1. By year two, a second cohort site will be established at Laurel Ridge Community College. This will increase the maximum enrollment per grade to 48 students—two cohorts of 24. Courses will run with cohorts as small as twelve students, but all efforts will be made to fill all seats in ea chcohort. The governing board will determine if and when FEA will be ready to launch additional cohorts based on student demand and community needs."	This description meets expectations.	Operational/Ready to Implement
7	The proposed calendar and sample daily schedule.	Yes		This description meets expectations.	Operational/Ready to Implement

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8	A description of the performance-based goals and related measurable educational objectives to be achieved by the Lab School. (See § 22.1-253.13:1 B of the Code of Virginia.)	Yes	Wonder: How did you determine or what data impacted the percentages in the objectives?	Student outcomes will be monitored utilizing multiple measures. VDOE staff will work side by side with the applicant to ensure student performance metrics are monitored on an ongoing basis.	Operational/Ready to Implement
9	For each grade or course in the Lab School, please provide a detailed description of how the SOL and the corresponding SOL Curriculum Framework will be used as the foundation for curricula to be implemented. Include within the description how the goals and objectives of the curricula will meet or exceed the SOL, address student performance standards, relate to state and federal assessment standards, and include measurable student outcomes. (See <a href="http://www.doe.virginia.gov/testing/index.shtml">http://www.doe.virginia.gov/testing/index.shtml</a> on the Department's website for more information about the SOL.)	Yes	Wonders: 1. What practices/curriculum support the statement, ""Courses...are taught at a higher level of rigor than required by the Standards of Learning." 2. English reading is a federally required assessment, please indicate how you will ensure that all students participate in this assessment. 3. Will the Writing test be administered or will performance assessments be utilized instead to verify credit? 4. Please elaborate on how the SOL assessments will be coordinated or delivered to ensure alignment with state law. 5. Please elaborate on how Student Learning Outcomes are evaluated, perhaps with an example that would be included in the annual report.	Additional detail provided in revision to answer questions and establish compliance (p. 24).	Operational/Ready to Implement
10	A description of the Lab School's assessment plan to obtain student performance data, which would include how these data will be used to monitor and improve achievement and how program effectiveness will be measured. The Applicant must also provide benchmark data for how student achievement will be measured over a specified period of time. The Applicant must address how these data will be established and documented in the first year of operation and how the data will be measured over the successive four-year period before the contract of such school is renewed by the Board. The benchmark data should address targets for student improvement to be met each year.	Yes		This description meets expectations.	Operational/Ready to Implement
11	A description of any assessment other than the SOL that may be used to measure progress during the academic year.	Yes	Wonders: What processes are in place to utilize student performance data to improve individual student outcomes?(Elaborate on the student support team.) Are students offered the opportunity to work with this team or are they required to do this, to ensure success in the program? Are there any other assessments that may be related to this program (examples, PSAT, SAT, ACT). In addition, indicate how the data from these external assessments will be used.	The submission from the addendum documents has provided clarity for the early alert program - EAB Navigate - for the school. This standard has been met.	Operational/Ready to Implement
12	A detailed description of any alternative accreditation plan, in accordance with the SOA (8VAC20-131-420), for which the Lab School will request approval from the Board. (if applicable)	Yes	N/A	This description meets expectations.	Operational/Ready to Implement
13	A general description of any incentives/partnerships that the Lab School intends to have with school divisions to enhance both the educational program of the Lab School and the partnering school division(s). (if applicable)	Yes		This description meets expectations.	Operational/Ready to Implement
14	If the Lab School plans to use virtual learning in its educational program, a description of how virtual learning will be used and estimates of how many students will participate. (if applicable)	Yes		This description meets expectations.	Operational/Ready to Implement
<b>ELEMENT 4: GOVERNANCE</b>					
1	Background information on the proposed founding governing board members and, if identified, the proposed school leadership and management team. (See § 22.1-299.2 B of the Code of Virginia.)	Yes		This description meets expectations.	Operational/Ready to Implement
2	A chart that clearly presents the Lab School's organizational structure, including lines of authority and reporting between the governing board, staff, any related bodies (such as advisory bodies or parent and teacher councils), the Board, and any external organizations that will play a role in managing the school.	Yes		This description meets expectations.	Operational/Ready to Implement
3	A clear description of the roles and responsibilities for the governing board, the Lab School's leadership and management team, and any other entities shown in the organization chart. This includes a description of the functions, roles, and duties of the governing board and its proposed composition and bylaws. The description must detail the specific role of the governing board in the operation and oversight of the Lab School.	Yes		This description meets expectations.	Operational/Ready to Implement
4	A description of the governing board's relationship with the affiliated public or private institution of higher education and its Board of Visitors, any local school boards, parents, and community organizations.	Yes		This description meets expectations.	Operational/Ready to Implement

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ELEMENT 5: MANAGEMENT STRUCTURE					
1	Staffing chart for the Lab School's first year and a staffing plan for the term of the contract.			This description meets expectations.	Operational/Ready to Implement
2	Plans for recruiting and developing Lab School leadership and staff.			This description meets expectations.	Operational/Ready to Implement
3	A description of the academic/professional experience/qualifications of the Lab School's leadership and proposed faculty who will teach at the Lab School.			This description meets expectations.	Operational/Ready to Implement
4	An assurance that the Applicant will meet the conditions in § 22.1-349.9 of the Code of Virginia, which states that "teachers who work in a college partnership laboratory school shall hold a license issued by the Board or, in the case of an instructor in the Board-approved teacher education program of the institution of higher education, be eligible to hold a Virginia teaching license. Teachers working in a college partnership laboratory school shall be subject to the requirements of §§ 22.1-296.1, 22.1-296.2, and 22.1-296.4 that are applicable to teachers employed by a local school board."	Yes	"All teaching faculty in FEA will demonstrate the necessary qualifications to instruct in their discipline based on the guidance of SACSCOC and the Virginia Community College System (VCCS). According to the VCCS policy manual, faculty teaching associate degree courses designed for transfer to a baccalaureate degree must have a doctoral or master's degree in the teaching discipline or master's degree with a concentration in the teaching discipline (a minimum of 18 graduate semester hours in the teaching discipline)." Meeting SACSCOC is not enough, teachers must have Board of Education teaching licenses.	Because FEA employs a dual enrollment model, teachers employed solely by GCC instructing in dual enrollment courses are delivering postsecondary content to participating students enrolled as GCC students for the purpose of their dual enrollment coursework; thus, teachers must "have a doctoral or master's degree in the teaching discipline or master's degree with a concentration in the teaching discipline (a minimum of 18 graduate semester hours in the teaching discipline) and be subject to the requirements of §§ 22.1-296.1, 22.1-296.2, and 22.1-296.4 that are applicable to teachers employed by a local school board. GCC/FEA staff are eligible.	Operational/Ready to Implement
5	The Lab School's leadership and teacher employment policies, including performance evaluation plans. Such performance evaluation plans must be consistent with the policies of the institution of higher education.	Yes	"Full-time teaching faculty are evaluated according to the VCCS Teaching Faculty Development, Evaluation, and Recognition Policy. All faculty are evaluated according to faculty performance in four domains: (a)teaching; (b)scholarly and creative engagement; (c)institutional responsibility; and (d)service. Evaluation data comes from student, supervisor, and self-evaluation sources. First-year faculty will be evaluated during each of the first two semesters of employment (exclusive of summer term). Second and third-year faculty members (and any other faculty members operating under a one-year appointment) will be evaluated once per year, near the end of the calendar year. Faculty working under a multi-year appointment will participate in the full evaluation process in the final year of their multi-year appointment. During the intervening years of a multi-year appointment, faculty will develop annual personal and professional development plans in collaboration with their supervisors. Adjunct faculty are evaluated during the first semester of teaching and then on a five-year cycle thereafter. Students complete end-of-course evaluations each semester for all courses. Evaluations are reviewed by the division dean and teacher education program lead. The FEA director will work closely with the division deans at both community colleges to review evaluations. All faculty can be observed and evaluated if there are any instructional or student-centered concerns."	This description meets expectations.	Operational/Ready to Implement
6	A plan that addresses the qualifications of the teachers and administrators at the Lab School, including compliance with state law and regulations regarding Board licenses and endorsements. (See § 22.1-349.9 of the Code of Virginia.)			This description meets expectations.	Operational/Ready to Implement
7	A plan to provide high-quality professional development programs. (See § 22.1-253.13:5 of the Code of Virginia.)			This description meets expectations.	Operational/Ready to Implement
8	Provisions for the evaluation of staff at regular intervals.			This description meets expectations.	Operational/Ready to Implement
9	Provisions for a human resource policy for the Lab School that is consistent with state and federal law.			This description meets expectations.	Operational/Ready to Implement
10	An explanation of any partnerships or contractual relationships central to the Lab School's operations or mission, including information regarding any partnerships with school divisions to provide educational or ancillary services. Contractual relationships include procuring the services of an education management organization, food services, transportation, school health services, custodial services, and security services. (See § 22.1-349.3 C of the Code of Virginia.)			This description meets expectations.	Operational/Ready to Implement
11	Notification to all Lab School employees of the terms and conditions of employment.			This description meets expectations.	Operational/Ready to Implement
12	Information and materials indicating how parents, the community, and other stakeholders were involved in developing the application for the Lab School. A description of how parental involvement will be used to support the educational needs of the students, the Lab School's mission and philosophy, and its educational focus.			This description meets expectations.	Operational/Ready to Implement

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13	Plans and timelines for student recruitment and an open enrollment process for any child who is a resident of the Commonwealth, including lottery procedures if sufficient space is unavailable. Please include a description of the lottery process to be used to determine Lab School enrollment on a space-available basis and a timeline for when the lottery process will begin for the first academic year of enrollment and when parents will be notified of the outcome of the lottery process. (See § 22.1-349.3 of the Code of Virginia.)			This description meets expectations.	Operational/Ready to Implement
14	Any enrollment-related policies and procedures that address special situations, such as the enrollment of siblings and children of faculty and founders and the enrollment of nonresident students, if applicable. Consistent with a Lab School's mission and purpose that may address special populations of students, the Applicant must indicate how to ensure that community outreach has been undertaken so that special populations are aware of the formation of the Lab School and that enrollment is open to all students residing in the Commonwealth. Pursuant to § 22.1-349.3 B of the Code of Virginia, enrollment in a Lab School "shall be open through a lottery process on a space-available basis to any student who is deemed to reside within the Commonwealth. A waiting list shall be established if adequate space is not available to accommodate all students whose parents have requested to be entered in the lottery process. Such waiting list shall also be prioritized through a lottery process, and parents shall be informed of their student's position on the list."			This description meets expectations.	Operational/Ready to Implement
15	A model Student Code of Conduct policy that addresses student behavior, discipline, and participation in school activities. The plan should identify the role of teachers and administrators in discipline and mentoring. The plan must also identify disciplinary policies for special education students..	Yes	Students held accountable for local school division (legally responsible school division) student code of conducts. Application notes "ethical and appropriate use: of technology for students, does this link back to a documented appropriate technology use documents either from Germanna or the LEAs? Seems liik disciplinae data and reports would be provided back to the LEA and would include parent notification. Is there a consistent mechanism for this data and information to be provided to the LEA from Germanna?	Germanna specific conduct expectations included in revision (p. 40-43)	Operational/Ready to Implement
16	A detailed Lab School start-up plan that identifies tasks, timelines, and responsible individuals.			This description meets expectations.	Operational/Ready to Implement
17	A description of co-curricular and extracurricular programs and how these programs will be funded and delivered.			This description meets expectations.	Operational/Ready to Implement
18	A general description of any operational incentives/partnerships that the Lab School intends to have with school divisions to enhance both the educational program of the Lab School and the partnering school division(s).			This description meets expectations.	Operational/Ready to Implement

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ELEMENT 6: FINANCIAL AND OPERATIONS INFORMATION					
1	A description of the Lab School's financial plan and policies, including financial controls and audit requirements in accordance with generally accepted accounting principles.	Yes	Policies and procedures in accordance with DOA. Audited by APA. Employ ARMICS strategies.	This description meets expectations.	Operational/Ready to Implement
2	Start-up and five-year budgets with clearly stated assumptions and information regarding projected revenues and expenditures.	Yes	Baseline tuition rate is significantly higher than the maximum allowed pursuant to BOE guidance (\$9578 per pupil based on FY24 data). Enrollment assumptions are clearly defined. 9/15/23 - where is the appendix with the budget information in the new application?	FEA provided budget that meets the per-pupil threshold and detailed appendix provided to establish compliance	Operational/Ready to Implement
3	Start-up and five-year cash flow projections with clearly stated assumptions and indications of short- and long-term sources of revenue.	Yes	Projected revenues greatly exceed projected expenses in three of the five years. Can tuition rates be lowered to BOE standards and still meet projected expenditures? 9/15/23 - where is the appendix with the budget information in the new application?	Appendix and updated budget added to revision.	Operational/Ready to Implement
4	Evidence of anticipated fundraising contributions, if applicable.	Yes		This description meets expectations.	Operational/Ready to Implement
5	A description of the insurance coverage that the Lab School will obtain. Types of insurance include general liability, health, and property.	Yes	Insured through the Division of Risk Management at the Department of Treasury.	This description meets expectations.	Operational/Ready to Implement
6	A justification for each type of insurance coverage sought and evidence that the Applicant has consulted with the affiliated public or private institution of higher education to ensure that the level of coverage is satisfactory.	Yes	Justifications available through Germanna CC and Laurel Ridge CC.	This description meets expectations.	Operational/Ready to Implement
7	A sound facilities plan, including backup or contingency plans. Facilities information includes (1) the provision of suitable instructional space; (2) provisions for library services; (3) provisions for the safe administration and storage of student records and medications; (4) information regarding compliance with building and fire codes and compliance with the federal Americans with Disabilities Act; (5) general information on emergency evacuation plans; (6) information regarding site location and preparation; (7) the structure of operation and maintenance services; and (8) financial arrangements for facilities, including any lease arrangements with school divisions or other entities and whether debt will be incurred.	Yes	Appendix 9 provides emergency and COOP plans. Appendix 6 includes the facilities agreements. Home school divisions responsible for safe administration and storage of medication, but how will that work when students are at Germanna CC or Laurel Ridge CC? Did not provide details regarding maintenance and operations services.	Additional detail provided in revision to answer questions and establish compliance.	Operational/Ready to Implement
8	A description of whether transportation services will be provided. If transportation is to be provided, please indicate whether the Lab School will contract for transportation with the local education agency or another entity. Please indicate whether transportation will be provided to all students attending the Lab School.	Yes	Home school divisions responsible.	This description meets expectations.	Operational/Ready to Implement
9	A description of transportation services for students with disabilities. (Section 22.1-221 A of the Code of Virginia states that "[e]ach disabled child enrolled in and attending a special education program provided by the school division pursuant to any of the provisions of § 22.1-216 or § 22.1-218 shall be entitled to transportation to and from such school or class at no cost if such transportation is necessary to enable such child to obtain the benefit of educational programs and opportunities.")	Yes	Home school divisions responsible.	This description meets expectations.	Operational/Ready to Implement
10	A description of food service operations and all other significant operational or ancillary services to be provided.	Yes	Meals provided by home school divisions and parents. Students that fall ill will be transported back to their home school to see the nurse.	This description meets expectations.	Operational/Ready to Implement

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ELEMENT 7: PLACEMENT PLAN				
1	Identification of a member of the Lab School's leadership who will serve as a single point of contact for all activities that may need to take place for the Lab School to close, including but not limited to, the transfer of students to another school, the management of student records, and the settlement of financial obligations. Please include contact's name, title, email address, and phone number.	Yes	<a href="mailto:Dr. Shashuna Gray, Acting President, Germanna Community College-sgray@germana.edu, 540-891-3032">Dr. Shashuna Gray, Acting President, Germanna Community College-sgray@germana.edu, 540-891-3032</a>	This description meets expectations. Operational/Ready to Implement
2	A notification process for parents/guardians of students attending the Lab School and teachers and administrators of the termination or revocation of the contract.	Yes	"This process would follow existing Germanna Community College and Laurel Ridge Community College procedures and guidelines in accordance with the Virginia Community College System and SACSOC policy." This does not provide information on the process or a link to it.	Link provided to process in revision. Operational/Ready to Implement
3	A notification process to parents/guardians of students attending the Lab School of alternative public school placements within a set time period from the date of termination or revocation of the contract.	Yes	"The existing structure will remain in place if the contract is terminated. If necessary, students would revert back to the standard programs at their base high school that are provided by the respective school division."	This description meets expectations. Operational/Ready to Implement
4	Provisions for ensuring that student records are provided to the parent or guardian, or another school identified by the parent or guardian within a set time period. If the student transfers to another school division, provisions for the transfer of the student's record to the school division to which the student transfers upon the request of that school division. (See § 22.1-289 of the Code of Virginia.)	Yes	"The student's secondary academic record lies with the school division where the student resides. Grades from the community college are reported to the counseling office at the base high school on a semesterly basis. If a student transfers from the school to another school division, the respective grades will be sent as requested by the parent or school division. High school transcripts are requested through the registrar at the respective high school."	This description meets expectations. Operational/Ready to Implement
5	A placement plan for Lab School employees that details the level of assistance to be provided within a set period of time from the date of closure.	Yes	"Employees will follow the existing termination/exiting policies and procedures in place at Germanna Community College or Laurel Ridge Community College respectively." This does not provide information on the policies and procedures or a link to it.	Link provided to relevant policies in revision. Operational/Ready to Implement
6	A close-out plan related to financial obligations and audits, the termination of contracts and leases, and the sale and disposition of assets within a set period of time from the date of closure. The plan shall include the disposition of the Lab School's records and financial accounts upon closure.	Yes	Existing agreements between Germanna CC and Laurel Ridge CC and participating school divisions will be followed.	This description meets expectations. Operational/Ready to Implement
ELEMENT 8: OTHER ASSURANCES AND REQUIREMENTS				
1	A description of the Lab School's policies and procedures for compliance with the federal Family Educational Rights and Privacy Act and records retention schedules consistent with guidance issued by the Library of Virginia.	Yes	"Germanna Community College and Laurel Ridge Community College fall under continuing authority and provisions of the Library of Virginia Public Records Act for records retention and disposition schedule." The response makes no mention of FERPA.	Additional detail added to revision addressing relevant federal laws. Operational/Ready to Implement
2	Evidence that the proposed Lab School programs, services, and activities will operate in accordance with all applicable federal and state laws and regulations, including the Virginia Freedom of Information Act.	Yes	"FEA will be fully compliant with the Virginia Freedom of Information Act. More information on the FOIA policies and compliance is available at Germanna's FOIA webpage and Laurel Ridge's FOIA webpage." There is no mention of federal law such as FERPA, IDEA, ADA, etc.	Additional detail added to revision addressing relevant federal laws. Operational/Ready to Implement
3	A listing of all waivers to state regulations needed for the Lab School at the time of its opening. This does not preclude a Lab School from requesting additional waivers once the Lab School is operational.	Yes	"The Curriculum Committee recommends that the Associate of Arts and Sciences degree in Education awarded by Germanna Community College or Laurel Ridge Community College be recognized as at least equal to an Advanced Studies Diploma. Students exiting the FEA will be prepared to enter a four-year university and seamlessly be admitted to the elementary education or special education programs. While there is room in the students' schedules to take a Level 3 language and a fourth science (required to meet the Advanced Studies Diploma), the student may prefer to take fine art or CTE classes instead. Eliminating the Level 3 language requirement and Level 4 science requirement would increase flexibility and opportunities to individualize a student's course schedule. The Curriculum Committee, supported by the Governing Board, requests that the Virginia Department of Education provide a waiver for the third year of world language and the fourth lab science for students seeking the Advanced Studies Diploma." A waiver request would have to be submitted to the Board of Education not the Department. Amy Siepka needs to review.	This description meets expectations. Operational/Ready to Implement
4	A description of any collaborative partnerships that may be made with public school divisions to enhance opportunities for all Virginia students, from preschool to postsecondary. An educational program provided to students enrolled in a public school division pursuant to a collaborative partnership between the Lab School and the public school division shall be considered to be the educational program of the public school division for purposes of the SOA. (See § 22.1-349.3 G of the Code of Virginia.)	Yes	"Germanna Community College and Laurel Ridge Community College both provide academic and career program opportunities for high school students. These programs are held on campus as well as within the local high schools. A state contract is signed annually between school divisions to authorize dual enrollment within the high schools. Germanna maintains a contract for Germanna Scholars and the Gladys P. Todd Academy. Laurel Ridge maintains a contract for Mountain Vista Governor's School held on both the Middletown and Fauquier campuses. A copy of the dual enrollment contract may be found in Appendix 10." FEA is a partnership with school divisions in Culpeper, Orange, Madison, Clarke, Fauquier, Frederick, Page, Rappahannock, Shenandoah, and Warren counties, and the city of Winchester.	This description meets expectations. Operational/Ready to Implement

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GERMANNA / FUTURE EDUCATORS ACADEMY

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TECHNICAL REVIEW BY SUBJECT MATTER EXPERTS  
COMPLETENESS AND COMPLIANCE REPORT

5	A description of all agreements that the Applicant may need in the contract with the Board related to the release of the Lab School from state regulations, consistent with the requirements in § 22.1-349.3 B of the Code of Virginia, including the approval of an Individual School Accreditation Plan. Section 22.1-349.4 of the Code of Virginia states that "[i]f the college partnership laboratory school application proposes a program to increase the educational opportunities for at-risk students, the Board of Education may approve an Individual School Accreditation Plan for the evaluation of the performance of the school."	Yes	"Not Applicable"	This description meets expectations.	Operational/Ready to Implement
6	A description of how the Applicant and members of the governing board will disclose any conflicts of interest, which would include a personal interest in any transactions involving the Lab School, including information regarding the frequency with which such disclosures will be made. (See § 2.2-3114 of the Code of Virginia.)	Yes	"A Statement of Economic Interests is filed annually by all administrative staff by policy."	This description meets expectations.	Operational/Ready to Implement
7	Conflict of interest disclosure(s) by the Applicant and/or members of the governing board in the proposed Lab School. This includes any relationships that parties may have with vendors performing services at the Lab School.	Yes	"Secondary partners, including division superintendents, follow the State and Local Government Conflict of Interests Act (the Act), which applies to public school employees and officials. The Act creates uniform standards of conduct for all public employees and officials."	This description meets expectations.	Operational/Ready to Implement