

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

Minutes

February 27, 2013

The Board of Education Charter School Committee met at the James Monroe State Office Building, Jefferson Conference Room, 22nd floor, Richmond, with the following members present: Mr. Chris Braunlich, chair, Mrs. Betsy Beamer, Mr. Dave Cline, Mr. Walter Cross, Ms. Andrea James, and Ms. Darlene Mack. Also present were Superintendent of Public Instruction Dr. Patricia Wright and Board member, Dr. Oktay Baysal.

Mr. Braunlich called the meeting to order at 1 p.m. After introducing the Charter School Committee, Mr. Braunlich described the steps of the review process and reviewed the committee's task of examining the Green Run Collegiate (GRC) 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. Mr. Braunlich explained that it was not the responsibility of the committee or Board to approve or disapprove an application.

A public comment period followed with Dr. James Merrill, superintendent of Virginia Beach City Public Schools (VBCPS), addressing the committee.

Mr. Braunlich introduced Ms. Jill Gaitens, applicant and director of grants development in the VBCPS who provided opening remarks. Joining Ms. Gaitens were the following individuals from the school system who also serve on the GRC board:

- *Mr. Joseph Burnsworth*, assistant superintendent of instruction and curriculum
- *Ms. Jobynia Caldwell*, assistant superintendent for high schools in the Department of School Administration
- *Mr. Farrill Hanzaker*, chief financial officer

Mr. Braunlich 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. Mr. Braunlich then gave the GRC team the opportunity to address the educational (Sections II.-VI.), logistical (Sections VII.-X.), and business (Sections XI.-XV.) components of the application. After each of these was addressed, the committee asked questions.

Mr. Burnsworth provided a general overview of the proposed charter school, including the governance structure and how the school would operate. He addressed the educational components:

- School Mission
- Goals and Objectives
- Evidence of Support
- Statement of Need

- Educational Program

Ms. Caldwell addressed the logistical components:

- Enrollment
- Displacement
- Transportation
- Residential Charter School (not applicable)

Mr. Hanzaker addressed the business components:

- Economic Soundness
- Management and Operation
- Employment Terms and Conditions
- Liability and Insurance
- Disclosures

Fiscal issues were noted regarding the Economic Soundness component with a recommendation to the applicant to re-examine the five-year budget forecast to ensure that it is realistic and covers all operational costs. The chair entertained additional questions and discussion. The Green Run Collegiate team assured the committee that deficiencies noted by reviewers would be addressed before the application is presented to the Virginia Beach School Board.

Committee members then made a determination by casting a vote and reaching a consensus as to whether the application addressed each of the required application components and if the Board’s criteria had been met. Consensus was reached on all components of the application, with one dissenting vote by Mr. Dave Cline on Economic Soundness.

The action by the committee is listed below.

Required Application Components		Met the Criterion
I.	Executive Summary	Yes
II.	Mission Statement	Yes
III.	Goals and Educational Objectives	Yes
IV.	Evidence of Support	Yes
V.	Statement of Need	Yes
VI.	Educational Program	Yes
VII.	Enrollment Process	Yes
VIII.	Displacement	Yes
IX.	Transportation	Yes
X.	Residential Charter School	NA
XI.	Economic Soundness	Yes
XII.	Management and Operation	Yes
XIII.	Employment Terms and Conditions	Yes
XIV.	Liability and Insurance	Yes
XV.	Disclosures	Yes

Mr. Braunlich explained that a consensus report will be prepared and provided to the applicant within ten business days. The report will be presented to the Board for first review at the March 28, 2013, meeting. The Board will make a determination as to whether the Green Run Collegiate charter school application meets the approval criteria and take final action at the April 2013 meeting.

The meeting was adjourned by the chair at 2:35 p.m.