

## CHARTER SCHOOLS

### A. Establishment of a Review Committee

Prior to consideration by the Board, all charter school applications shall be examined by a Review Committee. The Review Committee will be chaired by the Assistant Superintendent for Administrative Services; membership will include but not be limited to the following individuals: the Assistant Superintendent for Instruction; the Directors of Budget and Finance, Special Education, Human Resources, and Transportation; the Supervisor of Secondary Education; a parent; a student; and a charter school advocate.

### B. Development of an Application

1. An original, completed application plus twelve (12) copies must be submitted to the office of the Assistant Superintendent for Administrative Services (see File No. LCA-E).
2. For applicants who propose to open a charter school for the 2000-2001 school year and subsequent years, the application copies must be delivered no later than 4:30 p.m. on January 15<sup>th</sup> (or the following Monday if January 15<sup>th</sup> is on a weekend) eighteen (18) months prior to the anticipated opening of the charter school (see File No. LCA-E2).
3. Application deadlines may be extended only by mutual agreement. An application fee of \$250 must be submitted with the completed application.

### C. Review of Charter Applications

1. The Assistant Superintendent for Administrative Services shall distribute copies of each application to the members of the Review Committee. Each component of the application shall be rated by the committee members (see File No. LCA-E1).
2. The Review Committee will make copies of applications available at \$10 per copy to interested employee organizations, parent-teacher associations, and other interested persons in the proposed affected areas for their review and written comment.
3. After reviewing each application, the Review Committee shall schedule an interview with each applicant.
4. For applicants who propose to open a charter school for the 2000-2001 school year or subsequent years, the interview shall be scheduled within ninety (90) calendar days of the application deadline (see File No. LCA-E2).
5. The Review Committee will make their recommendations to the Board within thirty (30) calendar days after the interview, based on the results of their application ratings, community input, and interviews.

### D. Judgement of Applications by the Board

1. In considering applications, the Board will use the following criteria:
  - a. What are the recommendations of the Review Committee?
  - b. Have the scheduled deadlines been met?
  - c. Would establishment or operation of the proposed charter school be inconsistent with the Virginia Charter Schools Act or any federal or Virginia State laws concerning civil rights?
  - d. Would the establishment or operation of the proposed charter school be in the best interest of the students and residents of Gloucester County?
2. After giving reasonable public notice, the Board will hold a public hearing to rule on all charter applications.

3. For applicants who propose to open a charter school for the 2000-2001 school year or subsequent years, the Board hearing shall be held within sixty (60) calendar days of receipt of the Review Committee's recommendations, or one hundred eighty (180) calendar days of the application deadline (see File No. LCA-E2).
4. The Board may take any of the following actions with each application within thirty (30) calendar days of the public hearing:
  - a. accept without conditions;
  - b. accept with conditions;
  - c. reject;
  - d. place on a waiting list; or
  - e. return with request for additional information.
5. If an application is rejected, the Board shall document and present to the applicant the reasons for denial.
6. A charter may be approved for a period of two or three years, not to exceed three academic years.

#### E. Renewal Procedures

An existing charter school seeking renewal must provide the following information to the Board:

1. A written request for renewal submitted during the last academic year of the charter term but no later than 180 calendar days prior to expiration of the charter;
2. A report on the progress of the school in achieving the goals, objectives, student performance standards, content standards, and other terms of the charter contract;
3. A financial statement that discloses the costs of administration, instruction, and other spending categories for the charter school that is understandable to the general public and that will allow comparison of such costs to other schools or other comparable organizations; and
4. Any additional information the Board may request to assist in its determination of the renewal application.

#### F. Revocation of a Charter

1. A charter may be revoked or not renewed if the Board determines that it is no longer in the interest of the students residing within the Gloucester County School Division to continue the operation of the charter school.
2. In addition, a charter may be revoked or not renewed if the Board determines the school did any of the following:
  - a. Committed a violation of any of the conditions, standards, or procedures set forth in the charter contract;
  - b. Failed to meet or make reasonable progress toward achievement of the content standards or student performance standards identified in the charter application;
  - c. Failed to meet generally accepted standards of fiscal management; or
  - d. Violated any provision of law from which the charter school was not specifically exempted.

- G. All decisions of the School Board to grant, revoke, or not renew a charter shall be final and not subject to appeal.

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