

## ALLEGHANY COUNTY CHARTER SCHOOLS

### A. Establishment of a Review Committee

Prior to consideration by the Alleghany County School Board, all charter school applications shall be examined by a Review Committee. The Review Committee will be chaired by the Director of Instruction. Membership will include the following individuals: the School Board Attorney; the Directors (or their designees) of Special Education, Assessment and Student Success, Business and Finance, Human Resources and Pupil Personnel; a School Division teacher; and one qualified educator with specific knowledge of charter schools. Two non-staff members, who must be residents of Alleghany County, will be appointed by the School Board to a two-year term on the standing committee.

### B. Development of an Application

1. The Director of Instruction /Designee(s) will be available to respond to questions from the applicant in preparation of the application.
2. An original, completed application plus ten (10) copies must be submitted to the office of the Director of Instruction (see E-1).
3. For applicants who propose to open a charter school, the application must be delivered on or before September 1<sup>st</sup> (or the following Monday if September 1<sup>st</sup> is on a weekend) twelve months prior to the anticipated opening of the charter school (see E-4).
4. Application deadlines may be extended only by mutual agreement. An application fee of \$100 must be submitted with the completed application.

### C. Review of Charter Applications

1. The Director of Instruction /Designee(s) shall undertake a preliminary review of the application to determine whether it is complete in all respects. If the charter school application is incomplete, the applicant shall be notified and requested to supply the necessary information. If the applicant fails to supply such information after being requested to do so, the application shall be placed in an inactive file and no further review or other consideration shall be required until such time as the application is considered complete.
2. The Director of Instruction 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 E-2).
3. The Review Committee will make copies of applications available to interested employee organizations, parent-teacher associations, and other interested persons in the proposed affected areas for their review and written comment. The school board shall give at least 14 days notice of its intent to receive public comment.
4. After reviewing each application, the Review Committee may schedule an interview with each applicant.
5. The Review Committee will provide a written recommendation to the Board, based on the results of their application ratings, community input, and interviews.

### D. Judgment of Applications by the Alleghany County School Board

1. In considering applications, the School 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 interests of the pupils and residents of Alleghany County?
2. After giving reasonable public notice, the Alleghany County School Board will hold a public hearing to rule on all charter applications.
3. The Alleghany County School Board hearing shall be held within sixty (60) calendar days of receipt of the Review Committee's recommendations, or one hundred fifty (150) calendar days of the application deadline (see E-3).

4. The Allegheny County School Board may take any of the following actions with each application:
  - a. accept without conditions;
  - b. accept with conditions;
  - c. reject;
  - d. place on a waiting list;
  - e. negotiate further with the applicant;
  - f. defer action; or
  - g. return with request for additional information.
5. If an application is rejected, the Allegheny County School Board shall communicate its decision and reasons for denial to the applicant.
6. A charter may be approved for a one, two, or three year period, but in no event shall it exceed three academic years.

#### **E. Renewal Procedures**

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

Allegheny County School Board:

1. A written request for renewal submitted during the last academic year of the charter term but no later than 180 days prior to expiration of the charter;
2. A report on the progress of the school in achieving the goals, objectives, pupil 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 require to assist the Board in its determination of the renewal application.

#### **F. Revocation of a Charter**

A charter may be revoked or not renewed if the charter school:

1. Violates the conditions, standards, or procedures established in the charter school application;
2. Fails to meet or make reasonable progress toward achievement of the content standards or student performance standards identified in the charter application;
3. Fails to meet generally accepted standards of fiscal management; or
4. Violates any provision of law from which the charter school was not specifically exempted.

A charter school may also be revoked or not renewed if the Allegheny County School Board determines, in its sole discretion, that it is not in the public interest or for the welfare of the students within the Allegheny County School Division to continue the operation of the school.

#### **G. Authority of the Allegheny County School Board**

Nothing in this regulation shall be construed to restrict the authority of the Allegheny County School Board to grant, revoke, or decline to renew a charter agreement.

---

Approved:      January 26, 2015