

# College Partnership Laboratory School Standing Committee Meeting Draft Minutes

Wednesday, April 12, 2023

The College Partnership Laboratory Schools Standing Committee (Standing Committee) met in the conference room on the 22<sup>nd</sup> 00 Floor of the James Monroe Building, 101 North 14<sup>th</sup> Street, Richmond, VA 23219.

## Committee Members

Ms. Joan Wodiska, Chair – Attended in person	Dr. Pam Moran, Vice Chair – Attended in person
Mr. John Bailey – Attended in person	Mr. Bill Hansen – Attended virtually
Mr. Andy Rotherham – Attended virtually	

The Chair of the Standing Committee, Joan Wodiska, called the meeting to order at 10:00 a.m. Mr. Rotherham and Mr. Hansen 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.

Mr. Bailey made a motion to approve the proposed agenda for the meeting. Dr. Moran seconded the motion. This motion was carried unanimously.

The meeting minutes for the March meeting were approved as distributed.

There was no public comment.

### ***Item A: Final Review and Approval of the College Partnership Laboratory Committee Application Process***

Jim Chapman, Interim Director of Board Relations, presented this item to the Committee. This item has remained unchanged since the March meeting. This document is intended to visualize the process and delineate roles and responsibilities of the applicant, the VDOE, the Lab Committee and the State Board of Education and to transparently document internal process to

review applications. The review process is consistent with previous VDOE processes and practices. VDOE will continue to review this document to ensure continuity with state board guidance and provide technical assistance and coaching to ensure applications are complete and compliant with federal and state laws. Ms. Wodiska thanked the VDOE staff for their thoughtful work on creating a process that supports innovation and partners with applicants to support them.

There are four recommendations from the Standing Committee to the state Board of Education that will come from this approval:

1. The creation of a professional learning community for the planning grant winners so they can support one another.
2. Intensive technical assistance and coaching for applicants
3. Creation of a professional learning community for lab schools
4. The state board may approve a lab school as second reading, having utilized the Committee process.

Dr. Moran made a motion to approve the College Partnership Laboratory Committee Application Process. Mr. Bailey seconded the motion. This motion was carried unanimously.

#### ***Item B: Update on Lab School Applications***

Dr. Brendon Albon, Director of the Office of STEM & Innovation, presented this item to the Committee. Dr. Albon informed the Committee that the two current applicants have received technical assistance from the DOE and are in the beginning stages of internal DOE staff reviewing their applications and providing feedback.

#### ***Item C: Preview of Revisions to the Lab School Application***

Lorraine Venesky presented this item to the Committee. The overall goal of the application revision is to improve the overall application experience for institutes of higher learning and minimize the need to go back and request clarifying information and thereby shortening the time frame for approval and ultimate implementation of the lab school. The next step of the process will be to share the application internally across subject matter experts.

#### ***Item D: Other Related Documents Pending Update and Revisions by VDOE***

- *Final Review of the College Partnership Laboratory School Evaluation Rubric*
- *Final Review of College Partnership Laboratory School Template Board Report*
- *First Review of VDOE Lab School Application Technical Review Process Flowchart*
- *First Review of VDOE Lab School Application Technical Review Process*

- *First Review of VDOE Lab School Application Technical Review for Completeness*

Mr. Chapman gave an overview of each document to the Committee and explained how each relates to each stage of the lab school application process.

Mr. Bailey made a motion to approve the College Partnership Laboratory School Evaluation Rubric and the College Partnership Laboratory School Template Board Report. Dr. Moran seconded the motion. This motion was carried unanimously. The other items were accepted for first review.

### ***Item E: Update on Approved College Partnership Laboratory School Planning Grants***

Dr. Albon presented this item to the Committee. Dr. Albon indicated that since the last Committee meeting no new planning grants have been awarded. Dr. Albon also gave an overview of the interactive map which provides the location, status of each applicant/awardee, and a list of proposed community, school division, and private sector/industry partners. On May 3, 2023, there will be a day long summit/boot camp for applicants and awardees for a day long summit, peer-to-peer discussion, inquiry, and technical assistance.

### **DISCUSSION OF CURRENT ISSUES**

Ms. Wodiska requested the following items:

- A 10-year history of innovation in education in Virginia with a geo-map that denotes various types of schools and where they are located, along with data on what has worked and what were moments of growth;
- A process to identify points of learning and points of friction, since the rules in higher education are very different than those in K-12, and a formalization of information-sharing in order to continue improvement of FAQs, applications, and the website;
- Pathways, such as technical assistance, to resolve points of friction and points of learning, as well as a catalog of which application requirements may be waived;
- A catalog federal funding and federal flexibilities available to institutions of higher education that may support sustainability of the innovation work. The Standing Committee requested updates on what may have been previously non-waivable at the federal level that may be waivable now;
- Connections and partnerships with SCHEV, so what lab schools can inform higher education practice.

The next meeting will be on Monday, May 1, 2023, at 10:00 a.m. at the James Monroe Building in Richmond.