



DISTRICT OF COLUMBIA PUBLIC CHARTER SCHOOL BOARD

Charter and/or Charter Agreement Amendment Application

Part I: General Information

All applicants must complete this section

SUBMITTED BY: Monica Ray, Chair Community College Prep Academy PCS

SUBJECT: Charter Amendment Request for: (Mark all that apply)

- Enrollment Ceiling Increase
Program Replication of Grades Served
Grade Level Expansion (Single Grade)
Grade Level Expansion (Grade Band)
Additional Facility or New Location
Goals and Achievement Expectations
Mission or Education Philosophy
Curriculum, Standards or Assessments
Name Change - Campus or Facility
Campus Reconfiguration
LEA Status for Special Education
Special Education Enrollment Preference
Governance Structure
Graduation Requirements
Competency-Based Learning Application

SUBMISSION DATE: 3/7/2018

SCHOOL BACKGROUND

Please address the following questions in their entirety. This information provides helpful background to the DC PCSB Board as it reviews these requests.

Overview of School Performance

- 1. Provide the following information about your Local Education Agency (LEA) by campus:
a) Campus name(s) and location(s): CC Prep @ MLK, CC Prep @Mary Church Terrell
b) Year opened: MLK - 2013; MCT - 2016
c) Grade levels served (Currently and at maturation of charter agreement, if applicable): Adult Education
d) Date that charter will be eligible for possible renewal: March, 2018

2. Please select the performance indicators below that describe the school's current performance*: (Mark all that apply)

- Currently rated Tier 1, or met at least 2/3 of targets on the most recent PK-only PMF or Alternative Accountability Framework.
School is not currently under corrective action.
Has historically met enrollment projections w/in 80% of target.
School has been in operation for 3+ years.
School is currently accredited. June 30, 2022

*If the school has multiple campuses or varying PMFs, please describe the academic performance of each campus here: N/A

Disclaimer: While processing this application, DC PCSB staff may contact you later to request additional information for the Board's consideration. By submitting this application, you agree to cooperate with DC PCSB staff to ensure your application is processed in a timely manner. For questions, please contact DC PCSB staff person Laterica (Teri) Quinn at (202) 328-2660.

PROPOSAL

Community College Prep Academy submits to the DC Public Charter School Board this application to amend its charter agreement by changing the item(s) selected above. If approved, this amendment will be effective on_____, 20_____ (*leave blank if this has not been determined*).

1. Please provide details on the selected amendment(s) above and describe the requested change(s), including the school's rationale for the proposed changes. Describe any planning that is already underway to prepare for the proposed amendment.

CC Prep is in its fifth year of operation and is scheduled for review and approval. We have met all of the requirements for same. We are seeking to initiate partnerships with Hope Village, a nearby Half- way House for DC residents that transitions residents back into society and the Dept. of Employment Services (DOES). We currently accept those Hope Village residents who are able to leave the facility in our classes and have had success in improving their employment skills and academic readiness. Two thirds of the resident students that we have served have shown academic gain and the proposed partnership would allow us to provide assessment and initial instruction using a blended model for the 25 to 30 additional residents who cannot leave the facility. This pilot project should lead to an easier transition for the user group as outside privileges become available to them. We have begun initial planning with Hope Village and they are willing to provide all needed computer hardware.

We are also proposing to extend an existing partnership with the DOES that allows for direct referral to our school from their Project Empowerment Program. Our current efforts have led to over 150 adult students with subsidized education and training, being referred directly to our school. The rates of attendance and growth for this target group has generally been consistently higher than the general population of our school. For the purposes of the proposed pilot we have agreed to consider placing both Academic and counseling staff at a fully functioning learning lab in the new Infrastructure Academy to facilitate student's academic preparation for more intensive training opportunities and/ or connection to our training opportunities. We believe that such connected academic skill based opportunities will support retention either with CC Prep or seamless transfer to more advanced training at the Academy.

2. How will the proposed amendment(s) support or enhance the school's mission?

The requested amendment will allow us to better serve a continuously growing population – returning citizens- and support their successful reentry to the community. The other request re., DOES will serve to strengthen our purposeful linkages to Workforce Development and maximize the potential impact that our Adult Charter School can have on the city's commitment to living wage employment. Additionally, it strengthens our capacity to serve adults in need of training and innovatively braids public dollar funding.

3. While considering this amendment request, DC PCSB staff may review the school's history of board actions, DC PCSB audits, community complaints, enrollment trends, and

any relevant data used by DC PCSB to monitor equity in schools. Please describe any DC PCSB audits, notices of concern or other board actions issued against your school in the past 3 years. What was the outcome? Please explain what steps, if any, you've taken to address the concerns that prompted a DC PCSB audit, board action, or community complaint.

Over the past five years CC Prep experienced complaints from two employees that were ultimately resolved and in the case of both – where formal complaints were initiated, they were resolved in our favor by the Office of Human Rights. Three student complaints were also clarified and resolved. All clarifying documentation was forwarded to the PCSB Complaint Office. We have received no complaints from community and in fact have been cited by the Anacostia Coordinating Council as a “good neighbor”.

4. DC PCSB will review the school's Financial Audit Reviews (FAR) and current financials to determine the fiscal health of the organization. If applicable, describe how the proposed amendment will impact the school's finances. Explain any anticipated expenses for the proposed changes and how the school will finance them. *[EXCLUDES the following amendments: Governance, Goals, Mission, Curriculum, Name Changes and Graduation Requirements. If not applicable, write N/A.]*

Neither proposed amendments present major fiscal impacts beyond the inability to continue the planned program growth trajectory. We are assured that our current fiscal state is sound and we have had only “clean” audits. See attached five year Budget.

Note: If applicable, in addition to your narrative please attach a proposed [5-year Operating Budget](#).

5. How has the school informed its external stakeholders (e.g. local ANC commissioners, neighbors) and internal stakeholders (e.g. staff, parents) of the proposed amendment(s)? Please attach any written communication (e.g., meeting minutes). Describe any notable support for or opposition to the proposed amendment(s). If concerns have been brought to your attention, how do you plan to address them? *[EXCLUDES the following amendments: Governance, Goals, Mission, Curriculum, Graduation Requirements and Competency-Based Learning Credits. If not applicable, write N/A.]*

Our current Board is dominated by Ward 7 and 8 community members and we are standing members of the Anacostia Coordinating Council. We have shared our planned amendment with the Board; however, because the proposed amendments regarding sites will have limited to no impact on the community, we have limited the updating to the relevant ANC Commissioner - Ms. Mary Cuthbert (see attached letter). We expect no opposition to the amendments. We have had no negative community interactions and in fact, we have served as an anchor in the community for a variety of activities and events like the Annual Martin Luther King Day Parade. The school staff meets weekly and have been updated on all aspects of growth and potential development.



6. When did your school's board approve the proposed amendment(s)? Please attach minutes from the meeting and vote results.

The Board held an "special session" on Tuesday, March 6th to officially approve the proposed amendments. (See attached Minutes).