

May 26, 2016

Natasha Warsaw



**Via electronic mail**

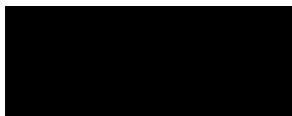
Dear Natasha,

Congratulations on receiving conditional approval for Sustainable Futures to operate a public charter school in Washington, D.C. beginning in school year 2017-18!

On May 18, 2015, the DC Public Charter School Board (DC PCSB) determined that Sustainable Futures' application substantially satisfied the petition requirements of the School Reform Act, and that the school has the ability to meet the educational objectives outlined in its application. Specifically, DC PCSB conditionally approved Sustainable Futures' petition to establish a public charter school. This approval is contingent on Sustainable Futures satisfying all of the Board's conditions and successfully negotiating a mutually acceptable charter agreement. Enclosed is a full list of conditions that must be satisfied for full approval. [*D.C. Code § 38-1802.03(d)(1)(B).*] **Please sign and return the attachment by July 1, 2016.**

Once again, congratulations!

Warmly,



Scott Pearson  
Executive Director  
DC Public Charter School Board



Darren Woodruff, PhD  
Chairman  
DC Public Charter School Board

Attachment: Conditions of Charter Approval

## **ATTACHMENT: Conditions of Full Charter Approval**

Sustainable Futures agrees to satisfy the following conditions to receive charter approval.

### **1. Curriculum**

The school will submit its curriculum, including a curriculum map on which the curriculum is based, to include goals/objectives and standards (including competencies); instructional strategies (including playlists); summative assessments; and resources (including instructional materials). This must also include a "translation" between Sustainable Futures' transcript credits and the Carnegie units accepted by most other public schools and post-secondary programs. The curriculum should specifically include strategies for serving English Language Learners.

**By July 1, 2016**, the school will propose dates for submitting the following sub-components of the curriculum to DC PCSB:

- Curriculum map (including standards/competencies);
- Summative assessments;
- Instructional strategies (including playlists);
- Resources (including instructional materials); and
- A transcript credit translation document.

The school's proposal should include the date of the initial submission of each sub-component, and the date of final submission of each sub-component, based on DC PCSB's feedback on the initial submission. Upon approval of the timeline by DC PCSB, the dates will become condition milestones and may effect DC PCSB's decision to delay or deny full charter approval.

**By March 15, 2017**, all feedback and revisions will be incorporated to DC PCSB's satisfaction.

### **2. Pilot Program**

Throughout the planning year, the applicant will regularly report to DC PCSB staff on lessons learned from its pilot program.

**By July 1, 2016**, the school will propose the timeline and content for reporting to DC PCSB staff on lessons learned from its pilot program. The reporting method may include written reports, in-person discussions, site visits, and other methods proposed by the school.

**By January 9, 2017**, all feedback and revisions will be incorporated to DC PCSB's satisfaction.

### **3. Enrollment Matrix (Schedule I) and Revised Budget**

The school shall negotiate with and submit to DC PCSB a new enrollment matrix with a maximum enrollment of no more than 288 students, along with a revised budget that allows the school to operate sustainably with the lowered enrollment ceiling.

**By September 1, 2016**, the school will submit a revised budget that allows the school to operate sustainably with lowered enrollment ceiling.

**By December 1, 2016**, all feedback and revisions will be incorporated to DC PCSB's satisfaction.

4. **Leadership Team and Governing Board**

The school will identify a governing board that complies with the School Reform Act. The school will also identify an executive director, and subsequently support him/her in developing a strong leadership team and staff, including staff member(s) with a background in special education.

**By October 9, 2016**, the applicant team will transition to and identify the pre-opening leadership team, including the Board Chair, the Head of School, the Director of Curriculum, Instruction & Assessments, and the Director of Operations.

**By January 9, 2017**, all feedback and revisions related to the leadership team will be incorporated to DC PCSB's satisfaction.

**By March 1, 2017**, the pre-opening leadership team will identify a governing board that complies with the School Reform Act, except for parent/student/alumni members. Feedback on the governing board will be incorporated into the feedback from Condition #5, Governing Board.

5. **Governing Board**

The school's governing board shall complete background check release forms to undergo thorough background checks, and based on the results of those background checks, the school will resolve any substantial concerns raised by DC PCSB.

**By March 10, 2017**, all members of the governing board will complete background check release forms.

**By May 1, 2017**, all feedback and revisions related to the governing board will be incorporated to DC PCSB's satisfaction.

6. **Draft Charter Agreement**

The school shall negotiate with and submit to be executed by DC PCSB a draft charter agreement that is consistent with DC PCSB's charter school agreement template, including all attachments. Please note that pursuant to D.C. Code § 38-1802.03(h)(2), the following sections of the charter application comprise the School's Charter and may require revision and are subject to Board approval, per D.C. Code § 38-1802.03(d)(1)(B):

- The School's statement regarding the mission and goals of the School and the manner in which the school will conduct any district-wide assessments;
- Proposed Rules and Policies for Governance and Operation of School Corporation;
- Articles of Incorporation and Bylaws;
- Procedures to Ensure Health and Safety of Students and Employees, including the school's proposed discipline policy;
- Enrollment Ceilings;
- Assurance to Seek, Obtain, and Maintain Accreditation; and
- Relationship between School and Employees.

**By February 1, 2017**, the school will submit a draft charter agreement.

**By May 1, 2017**, all feedback and revisions will be incorporated to DC PCSB's satisfaction.

DC PCSB recommends that the school retain counsel for negotiating the charter agreement.

7. The school shall apply for and obtain 501(c)3 status.

**By August 1, 2016**, the school will apply for 501(c)3 status.

8. The school shall submit appropriate documentation evidencing that it has acquired title to or otherwise secured (e.g., a lease or letter of intent) a sufficient school facility to DC PCSB.

**By February 1, 2017**, the school will submit appropriate documentation evidencing that it has acquired title to or otherwise secured a sufficient school facility.

DC PCSB recommends that the school secure a school facility as early as possible in the pre-opening year.

9. **By July 1, 2017**, and within seven days of the DC PCSB Board voting to approve the charter agreement, the school shall submit a signed charter agreement, with all attachments.

Should the school anticipate being incapable of meeting any deadline listed above, the school shall submit a request for an extension in writing to DC PCSB's Deputy Director at least ten business days before the deadline. The request shall include, at minimum, a timeline for meeting the condition's deadline.

Nonetheless, if DC PCSB staff determines that the school's opening is in jeopardy due to lack of progress in meeting conditions, DC PCSB staff may propose to the Board that it vote to deny or delay full approval of the applicant's charter.

The school also commits to working with DC PCSB during the planning year and attend workshops and scheduled meetings with DC PCSB staff to ensure an on-time and successful opening.

**Lead founder or designated representative responsible for ensuring all conditions are met**

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_