



DISTRICT OF COLUMBIA  
PUBLIC CHARTER SCHOOL BOARD

Council of the District of Columbia  
Committee on Education  
The Honorable David Grosso, Chairman  
Budget Oversight Questions  
April 17, 2015

## **DC Public Charter School Board Fiscal Year 2016 Budget Oversight Questions**

1. What are the agency's performance goals and targeted outcomes for FY16? How will the proposed FY16 budget serve to achieve those goals?
2. Provide a detailed cross-walk between the PCSB's FY15 Budget and the PCSB's FY16 Budget. The crosswalk should clearly identify how budget levels have changed for each board function.
3. Provide the following:
  - a. A copy of the completed audit of the PCSB's finances for FY14;
  - b. Projected PCSB gross budget for FY16, including all projected revenue (i.e. local, federal, private);
  - c. Agency spend plan for FY16 that includes all source of funds (i.e. local, private, etc.);
  - d. A list of any projected agency surpluses or deficits in FY15 and FY16;
  - e. Projected PCS budgets for SY15-16, broken down by source of funds; and
  - f. Projected facilities costs for each PCS for SY15-16.
4. Provide the Committee with a narrative explanation and detailed spending plan for how the PCSB will serve to support public charter schools in meeting the needs of students who are at-risk, including students homeless or in transitional housing; students who have been retained; students who qualify for public assistance and students at risk of dropping out of school.
5. Describe the efforts planned, including associated spending plan, and FTEs allocated in FY16 for Compliance and Oversight.
6. In FY14, the PCSB indicated that it had plans to hire a firm to review PCSB's financial oversight policies, and the work of its financial officer, please update the Committee on the status of that analysis, and any changes the PCSB may implement in FY16 as a result of this work. The D.C. Auditor released a report on March 17, 2015, "Oversight Improvements Must Continue to Ensure Accountability in Use of Public Funds by D.C. Public Charters Schools." What of those recommendations does the PCSB intend to adopt or apply going forward and what controls can the PCSB put into place immediately?
7. Describe all program expansions, enhancements, mayoral initiatives, or anticipated reductions for FY16. Please provide a breakdown by program and provide a detailed description, including FY16 spending plans, the target population to be served, and the name and title of the PCSB employee responsible for the initiative. For each program enhancement, please indicate if it is a new initiative, an expansion of existing services, or a restoration of prior services.
8. Provide your projected enrollment data for SY15-16 broken down by:
  - a. The total enrollment for all authorized local education agencies by grade;

- b. The total enrollment for Alternative;
- c. The total enrollment for Special Education Schools; and
- d. The total enrollment for Special Education 1 through 4.

**1. What are the agency’s performance goals and targeted outcomes for FY16?  
How will the proposed FY16 budget serve to achieve those goals?**

Below are the agency’s performance goals and targeted outcomes for FY16. The performance goals are tied fully with the core efforts of the agency. The vast majority of the agency’s proposed budget is dedicated to meeting these goals, excluding rent, administrative roles, and general supplies. The proposed FY16 budget will ensure that the staff and resources are available to meet the targeted outcomes.

<b>Performance Goal</b>	<b>FY2016 Targeted Outcome</b>
Number of charter LEAs receiving 5, 10 or 15 year review	12
Number of Tier 1 charter LEAs with announced plans to expand or replicate	TBD
Successful completion of Early Childhood / Adult Ed PMFs	100%
Number of PCS campuses receiving an out-of-compliance warning from our Board for violating our Data Submission Policy	10%
Reduction in the rate of expulsions for “other charter reasons”	10%
Number of schools participating in our Special Education self- study	TBD
Reduction in number of campuses with a Mystery Shopper Violation	10%
Number of Audit Management Unit (AMU) reports issued	1
Number of schools with weak financials receiving enhanced fiscal oversight from PCSB.	TBD
Number of schools whose fiscal health improved as a result of oversight efforts	TBD
Number of PMF Parent Guides distributed	4,000
Number of Twitter followers (additional	1,500

<b>Performance Goal</b>	<b>FY2016 Targeted Outcome</b>
followers from previous fiscal year)	
Number of community meetings participated in	15
Number of PCSB Board meetings televised	10
Increase in charter school data available on <a href="http://www.dcpsb.org">www.dcpsb.org</a> , compared to SY2013-14	10%
Number of qualitative site review reports	TBD

2. Provide a detailed cross-walk between the PCSB's FY15 Budget and the PCSB's FY16 Budget. The crosswalk should clearly identify how budget levels have changed for each board function.

Account	FY15 Budget	Adj's for FY16	FY16 Budget
<b>Income</b>			
40000 · Administrative Fees	\$ 7,404,845	\$ 241,815	\$ 7,646,660
40700 · Philanthropic Grants	\$ 540,000	\$ (500,000)	\$ 40,000
<b>TOTAL INCOME</b>	<b>\$ 7,944,845</b>	<b>\$ (258,185)</b>	<b>\$ 7,686,660</b>
<b>Expense</b>			
<b>A. SCHOOL OVERSIGHT AND CLOSURE</b>			
51010 · Application Reviews	\$ 31,000	\$ -	\$ 31,000
51020 · Compliance Audits	\$ 3,000	\$ -	\$ 3,000
51021 · Transcript Reviews	\$ 20,000	\$ -	\$ 20,000
51035 · Qualitative Site Reviews	\$ 90,000	\$ (20,000)	\$ 70,000
51043 · Authorizer Case Studies	\$ -	\$ -	\$ -
51062 · Forensic Accounting/Internal Review	\$ 135,000	\$ (45,000)	\$ 90,000
51078 · Special Education Reviews	\$ 25,000	\$ (10,000)	\$ 15,000
51082 · Financial Management Reviews	\$ 170,820	\$ (70,820)	\$ 100,000
51090 · Technology/My School DC	\$ -	\$ -	\$ -
51098 · Performance Management Framework (PMF)	\$ 280,000	\$ (130,000)	\$ 150,000
51099 · Consultants - Other	\$ 30,000	\$ 90,000	\$ 120,000
53500 · School Closure Expense	\$ 95,000	\$ (30,000)	\$ 65,000
<b>SCHOOL OVERSIGHT AND CLOSURE</b>	<b>\$ 879,820</b>	<b>\$ (215,820)</b>	<b>\$ 664,000</b>
<b>B. PERSONNEL</b>			
61000 · Salaries Expense (incl. bonus)	\$ 3,458,278	\$ 18,653	\$ 3,476,930
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Fringe Benefits			
62100 · Health Insurance	\$ 201,367	\$ 14,555	\$ 215,922
62200 · Pension Expense	\$ 93,638	\$ 8,854	\$ 102,492
62300 · Life Insurance	\$ 12,425	\$ (10,307)	\$ 2,118
62320 · St/Lt Disability	\$ 36,364	\$ (22,510)	\$ 13,854
62500 · Commuter Benefits	\$ 65,577	\$ 4,623	\$ 70,200
62510 · De Minimis Fringe Benefits	\$ 2,970	\$ (1,170)	\$ 1,800
62550 · Worker's Compensation Insurance	\$ 8,727	\$ (3,506)	\$ 5,221
63000 · Payroll Tax Expense	\$ 230,005	\$ 41,609	\$ 271,614
Total Fringe Benefits	\$ 651,074	\$ 32,147	\$ 683,221
Total Salary and Fringe Benefits	\$ 4,109,352	\$ 50,800	\$ 4,160,151
65000 · Memberships/Dues/Conf Registra	\$ 11,000	\$ -	\$ 11,000
65100 · Professional Development	\$ 66,600	\$ (12,000)	\$ 54,600
65300 · Travel - Staff/Board (local)	\$ 10,000	\$ (3,000)	\$ 7,000
65301 · Travel - Staff/Board (non-local)	\$ 20,000	\$ -	\$ 20,000
65400 · Recruitment	\$ 25,000	\$ (10,000)	\$ 15,000
88200 · Temporary Staff	\$ 25,000	\$ -	\$ 25,000
65310 · Staff Retreat/Training	\$ 15,000	\$ 5,500	\$ 20,500
<b>PERSONNEL</b>	<b>\$ 4,281,952</b>	<b>\$ 31,300</b>	<b>\$ 4,313,251</b>

Account	FY15 Budget	Adj's for FY16	FY16 Budget
<b>C. FACILITIES AND UPKEEP</b>			
71000 · Rent	\$ 495,000	\$ 28,205	\$ 523,205
71200 · Parking	\$ 5,000	\$ -	\$ 5,000
73000 · Utilities and Security	\$ -	\$ -	\$ -
74000 · Equipment Maintenance (IT Support)	\$ 120,000	\$ 15,000	\$ 135,000
74100 · Office Maintenance	\$ 10,000	\$ 5,000	\$ 15,000
<b>FACILITIES AND UPKEEP</b>	<b>\$ 630,000</b>	<b>\$ 48,205</b>	<b>\$ 678,205</b>
<b>D. BOARD OPERATIONS</b>			
<i>Professional Fees</i>			
86100 · Bookkeeping fees	\$ 47,000	\$ (15,000)	\$ 32,000
86200 · Audit Fees	\$ 27,500	\$ -	\$ 27,500
86300 · Legal fees	\$ 40,000	\$ 100,000	\$ 140,000
86400 · Payroll Service Fees	\$ 24,000	\$ 6,000	\$ 30,000
<b>Total Professional Fees</b>	<b>\$ 138,500</b>	<b>\$ 91,000</b>	<b>\$ 229,500</b>
<i>Technology</i>			
87100 · Technology Infrastructure	\$ 150,000	\$ 100,000	\$ 250,000
87200 · Epicenter	\$ 151,000	\$ -	\$ 151,000
87300 · ProActive	\$ 190,000	\$ (100,000)	\$ 90,000
<b>Total Technology</b>	<b>\$ 491,000</b>	<b>\$ -</b>	<b>\$ 491,000</b>
<i>General &amp; Office Expenses</i>			
80300 · Bank/Credit Card Fees	\$ 1,000	\$ 500	\$ 1,500
81200 · Telephone/Internet	\$ 20,000	\$ 5,000	\$ 25,000
83250 · Technology & Software	\$ 30,000	\$ (3,500)	\$ 26,500
84000 · Insurance	\$ 7,500	\$ 2,500	\$ 10,000
85000 · Production Expense	\$ 5,000	\$ -	\$ 5,000
85100 · Printing and Copying	\$ 10,000	\$ 4,000	\$ 14,000
82000 · Postage	\$ 2,060	\$ (60)	\$ 2,000
82200 · Express Shipping/Courier	\$ 2,472	\$ -	\$ 2,472
83150 · Depreciation Expense	\$ 48,966	\$ 11,034	\$ 60,000
83200 · Equipment Rental	\$ 32,655	\$ 2,345	\$ 35,000
88000 · Supplies Expense	\$ 17,000	\$ -	\$ 17,000
54000 · Books/Subscription Expense	\$ 8,000	\$ (3,000)	\$ 5,000
56200 · Community Meetings	\$ 15,000	\$ 5,000	\$ 20,000
<b>Total General &amp; Office Expenses</b>	<b>\$ 199,653</b>	<b>\$ 23,819</b>	<b>\$ 223,472</b>
<b>BOARD OPERATIONS</b>	<b>\$ 829,153</b>	<b>\$ 114,819</b>	<b>\$ 943,972</b>
<b>E. OUTREACH AND SCHOOL SUPPORT</b>			
<i>Website</i>			
81120 · Website Migration	\$ 152,000	\$ (52,000)	\$ 100,000
81150 · Website Hosting, Maint. & Content Production	\$ 30,000	\$ 40,000	\$ 70,000
<b>Total Website</b>	<b>\$ 182,000</b>	<b>\$ (12,000)</b>	<b>\$ 170,000</b>

Account	FY15 Budget	Adj's for FY16	FY16 Budget
<b>Outreach and Publicity</b>			
51060 · Communications Consulting	\$ 140,000	\$ 10,000	\$ 150,000
80100 · Advertisements	\$ 8,000	\$ 1,500	\$ 9,500
85110 · PMF Parent Guide	\$ 60,000	\$ 5,000	\$ 65,000
85210 · Community Events; School Support Events;	\$ 130,000	\$ (90,000)	\$ 40,000
85220 · Board TV Expense	\$ 10,000	\$ 10,000	\$ 20,000
<b>Total Outreach and Publicity</b>	<b>\$ 348,000</b>	<b>\$ (63,500)</b>	<b>\$ 284,500</b>
<b>School Support</b>			
51083 · Business Manager Roundtable	\$ 3,000	\$ -	\$ 3,000
School Support - AOM and School Staff Training	\$ -	\$ 20,500	\$ 20,500
51099 · School Emergency Plans	\$ 125,000	\$ -	\$ 125,000
<b>Total School Support</b>	<b>\$ 128,000</b>	<b>\$ 20,500</b>	<b>\$ 148,500</b>
<b>OUTREACH AND SCHOOL SUPPORT</b>	<b>\$ 658,000</b>	<b>\$ (55,000)</b>	<b>\$ 603,000</b>
<b>TOTAL EXPENSES</b>	<b>\$ 7,278,925</b>	<b>\$ (76,496)</b>	<b>\$ 7,202,428</b>
<b>Reserves</b>			
90503 · Office Moving/Buildout (One-time) Expense	\$ 300,000	\$ (300,000)	\$ -
90501 · Budget Contingency	\$ 150,000	\$ -	\$ 150,000
90502 · School Closure / Student Support Reserve	\$ 214,084	\$ 120,147	\$ 334,231
<b>TOTAL RESERVES</b>	<b>\$ 664,084</b>	<b>\$ (179,853)</b>	<b>\$ 484,231</b>
<b>Net Surplus / Deficit</b>	<b>\$ 1,836</b>	<b>\$ (1,836)</b>	<b>\$ -</b>



**3. Provide the following:**

- a. A copy of the completed audit of the PCSB’s finances for FY14;**
- b. Projected PCSB gross budget for FY16, including all projected revenue (i.e. local, federal, private);**
- c. Agency spend plan for FY16 that includes all source of funds (i.e. local, private, etc.);**
- d. A list of any projected agency surpluses or deficits in FY15 and FY16;**
- e. Projected PCS budgets for SY15-16, broken down by source of funds; and**
- f. Projected facilities costs for each PCS for SY15-16.**

**3a.** A draft of the completed audit of PCSB finances for FY14 are attached. The final audit will be provided to the Council once the PCSB Board votes to approve the FY14 audit at the May 18 PCSB Board meeting.

**3b.** The projected PCSB’s gross budget for FY16 is \$7,686,660 and the revenue sources are detailed below.

<b>Revenue Amount</b>	<b>Type of Revenue</b>
\$7,646,660	Special Purpose Revenue (Oversight Administrative Fees)
\$40,000	Private Contribution from Georgetown University to subsidize two legal fellows

3c. A summary of the PCSB spend plan for FY16 is provided below (see PCSB FY16 Budget for account level details).

Account	FY16 Budget
<b>Income</b>	
ADMINISTRATIVE FEES	\$ 7,646,660
PHILANTHROPIC GRANTS	\$ 40,000
<b>TOTAL INCOME</b>	<b>\$ 7,686,660</b>
<b>Expense</b>	
SCHOOL OVERSIGHT AND CLOSURE	\$ 664,000
PERSONNEL	\$ 4,313,251
FACILITIES AND UPKEEP	\$ 678,205
BOARD OPERATIONS	\$ 943,972
OUTREACH AND SCHOOL SUPPORT	\$ 603,000
<b>TOTAL EXPENSES</b>	<b>\$ 7,202,428</b>
RESERVES	\$ 484,231
<b>Net Surplus / Deficit</b>	<b>\$ -</b>

3d. PCSB is currently projecting a FY15 surplus of \$787,864, or about 10% of budgeted annual expenses. However, there are large contingencies, particularly related to school closures, which could reduce this projected surplus considerably. A summary of the projected surpluses and deficits by board function is provided below. The FY16 balanced budget has no projected surpluses or deficits (see PCSB FY16 Budget).

Account	FY15 Forecast	FY15 Budget	FY15 Surplus/ Deficit
<b>Income</b>			
ADMINISTRATIVE FEES	\$ 7,418,921	\$ 7,404,845	\$ 14,076
PHILANTHROPIC GRANTS	\$ 540,000	\$ 540,000	\$ -
DEFERRED INCOME	\$ 26,074	\$ -	\$ 26,074
<b>TOTAL INCOME</b>	<b>\$ 7,984,995</b>	<b>\$ 7,944,845</b>	<b>\$ 40,151</b>
<b>Expense</b>			
SCHOOL OVERSIGHT AND CLOSURE	\$ 715,058	\$ 879,820	\$ 164,762
PERSONNEL	\$ 4,213,691	\$ 4,281,952	\$ 68,261
FACILITIES AND UPKEEP	\$ 431,575	\$ 630,000	\$ 198,425
BOARD OPERATIONS	\$ 931,065	\$ 829,153	\$ (101,912)
OUTREACH AND SCHOOL SUPPORT	\$ 628,906	\$ 658,000	\$ 29,094
<b>TOTAL EXPENSES</b>	<b>\$ 6,920,295</b>	<b>\$ 7,278,925</b>	<b>\$ 358,630</b>
RESERVES	\$ 275,000	\$ 664,084	\$ 389,084
<b>Net Surplus / Deficit</b>	<b>\$ 789,700</b>	<b>\$ 1,836</b>	<b>\$ 787,864</b>

**3e and 3f.**

Currently, public charter schools are still in the SY14-15 budget development phase. Their annual SY14-15 budget submissions are due to PCSB on June 1. The most recent PCS budgets are placed annually on the PCSB website ([www.dcpcsb.org](http://www.dcpcsb.org)) in the [“Resource Hub”](#).

**4. Provide the Committee with a narrative explanation and detailed spending plan for how the PCSB will serve to support public charter schools in meeting the needs of students who are at-risk, including students homeless or in transitional housing; students who have been retained; students who qualify for public assistance and students at risk of dropping out of school.**

PCSB supports public charter schools in meeting the needs of students who are at-risk through its rigorous application process as well as ongoing oversight. Public charter schools are serving more than 16,000 “at-risk” students in SY14-15.

In the spring of 2014, PCSB approved the first charter school in DC, Monument Academy, which will focus on serving students in transitional housing and foster students. The school will open for SY15-16 in Ward 6 serving 40 students in grades 5 and 6. We have also overseen the closure of one of our most troubling schools, Options PCS, and ensured that the students will not be disrupted but rather be able to attend a newly chartered school, Kingsman Academy PCS, which seeks to serve at-risk middle and high-schoolers in the same facility.

In FY14, PCSB also completed work on the Alternative Accountability Framework which will be used to evaluate public charter schools that serve a high percentage of students who have many risk factors for dropping out of school; such as having been retained, being pregnant or mothering, interactions with the juvenile justice system, identified by Child and Family Services Agency, or having been expelled from school. Schools must also have a mission that specifically expresses a desire to serve at-risk or students with disabilities requiring high levels of support, and serve grades that fall within the traditional PK-12 system with the ultimate aim of students earning a DC high school diploma. This framework is tailored to allow schools and the public to get a more accurate picture of their success in achieving growth for at-risk students.

PCSB also supports schools in working with other DC agencies to attain additional resources that can prove useful in serving at-risk students, particularly school nurses and mental health professions. Currently, 70 of the 112 (62%) charter school campuses are served by a school nurse -- a 21% increase over last year. Of the 70 campuses with a nurse,, nine have a private nurse.

There are 16 public charter schools with mental health clinicians with three more charter schools that have been approved for clinicians and are waiting for staff to be hired. Many more DC charters would benefit greatly from the presence of these clinicians. The disparity in the provision of mental health services to charter schools as compared with DCPS is a source of considerable concern to PCSB.

PCSB also has a staff member who participates in the citywide youth homeless task force, which works to support homeless youth in the District. However, OSSE serves as the primary support for LEAs with a high homeless student population and each public charter school has a staff member who is responsible for being the homeless student liaison.

A full spending plan can be found below:

<b>PCSB At-Risk Student Spending Plan</b>		
<b>Description</b>		<b>Estimated Cost</b>
Personnel	<p>FTE's dedicated to supporting PCS' meeting the needs of at-risk students (% of job description dedicated to task):</p> <ul style="list-style-type: none"> <li>• Senior Specialist, Special Education (40%)</li> <li>• Manager, Intergovernmental Relations and School Support (40%)</li> <li>• Senior Manager, School Quality and Accountability (33%)</li> <li>• Senior Specialist, School Quality and Accountability (33%)</li> <li>• Specialist, School Quality and Accountability (10%)</li> <li>• Data &amp; Policy Specialist (10%)</li> <li>• Strategic Planning Specialist (10%)</li> <li>• Senior Manager, Equity and Fidelity (5%)</li> <li>• Chief Operating Officer (5%)</li> <li>• Deputy Director (5%)</li> <li>• Executive Director (5%)</li> </ul> <p>Total Salary of Dedicated FTE's: \$1,243,612</p>	\$198,243
Data Management	<p>ProActive: ProActive is PCSB's primary tool for collecting enrollment, demographic, attendance, and discipline data from public charter schools.</p>	\$90,000
Consultants	<p>PMF Consultant Support- \$150,000 (33% at-risk support)</p>	\$50,000
<b>PCSB Total Spending Supporting PCS At-Risk Students</b>		\$338,243

## **5. Describe the efforts planned, including associated spending plan, and FTEs allocated in FY16 for Compliance and Oversight.**

100% of PCSB's budget and 100% of PCSB's FTEs are involved in compliance and oversight. Given the centrality of compliance and oversight to all of PCSB's activities it is not possible to break out individual activities by cost or FTEs. The following are the major compliance and oversight efforts planned, as organized by functional department:

### School Performance Department

- Elementary, Middle, and High School Performance Management Framework
- Early Childhood Performance Management Framework
- Adult Education Performance Management Framework
- 15-Year Charter Renewal Evaluations
- 5 and 10-Year Charter Reviews
- Special Education Quality Assurance Reviews
- Oversight of Focus and Priority Schools under the ESEA Waiver
- Review of new charter applications
- Oversight of approved charter schools prior to opening and in the first year of opening
- Data collection and analysis around enrollment, attendance, truancy, and discipline
- Enforcement of and technical support to schools on data collection requirements
- Efforts to reduce suspensions and expulsions and increase in-seat attendance
- Oversight of compliance with special education laws
- Annual oversight of school compliance with laws and charter terms
- Receipt and review of schools' annual reports, including achievement of goals
- Receipt, processing, analysis, and follow-up of parent complaints
- Review of charter amendments and enrollment ceiling increases
- Notification to ANCs and oversight of school facility relocations
- Liaison with MPD around issues of school safety
- Numerous task forces with schools to refine and improve our oversight and compliance work
- Oversight of school financial statements and financial strength
- Oversight of school contracting
- Oversight of school enrollment forecasts and enrollment numbers for purposes of budgeting and payments

### Communications Department

- Communicates the results of our oversight to parents and the community via numerous vehicles including PCSB website and social media platforms, printed materials, events, and media communications.
- Oversees two-way communications with community members, community groups, and PCSB's Community Advisory Group to inform our oversight and compliance work.
- Oversees interactions with the Council to ensure their effective oversight of PCSB's oversight and compliance activities

### Finance, Operations, and Strategic Initiatives

- Provides support to all departmental oversight functions
- Coordinates interaction between all city agencies, particularly DOH, DBH, and DOT,

in furtherance of our oversight role

- Provides planning functions to inform oversight and compliance activities
- Directs PCSB resources to ensure effective compliance and oversight

Legal Department

- Provides legal support and counsel to all departmental compliance and oversight functions

- 6. In FY14, the PCSB indicated that it had plans to hire a firm to review PCSB's financial oversight policies, and the work of its financial officer, please update the Committee on the status of that analysis, and any changes the PCSB may implement in FY16 as a result of this work. The D.C. Auditor released a report on March 17, 2015, "Oversight Improvements Must Continue to Ensure Accountability in Use of Public Funds by D.C. Public Charters Schools." What of those recommendations does the PCSB intend to adopt or apply going forward and what controls can the PCSB put into place immediately?**

In FY14, PCSB hired PriceWaterhouseCoopers (PWC) to conduct a review of PCSB's procurement contract process and examination of interim financial information. The firm's analysis was completed and shared with PCSB. Based on the firm's recommendations, PCSB has:

- Approved a new procurement contract and board minutes submission policy
- Developed a procurement contract review process that prioritizes review of contracts that may be highly susceptible to fiscal mismanagement
- Use technological systems such as Bill.com to achieve efficiency and mitigate the risk of financial fraud
- Hired a School Finance Specialist to focus on PCSB's fiscal oversight of public charter schools

The March 2015 report from the DC Auditor made five recommendations for the city on improving fiscal oversight over public charter schools and applauded PCSB's efforts in greatly improving this oversight in recent years. PCSB fully agreed with one recommendation, partially agreed with three recommendations, and deferred to OSSE on one recommendation due to their role in conducting the annual enrollment audit. Since the conclusion of the audit period in SY2013, PCSB has already implemented many of the auditor's recommendations, including:

- Implementing a new contracts and board minutes submission policy
- Creating an annual review of LEA's expenditures that may be subject to contracting requirements to ensure contracts are properly bid, awarded and submitted to PCSB review
- Published all contracts of \$25,000 or more on its website at <http://www.dcpsb.org/charter-school-contracts>
- Hired a School Finance Specialist
- Made an operations manual from Friends of Choice in Urban Schools (FOCUS) and EdOps available on PCSB's website

In FY15 and FY16, PCSB also plans to:

- Continue discussions with the DC Council and other education stakeholders to expand PCSB's fiscal oversight authority over public charter schools through legislative changes



- Support the Deputy Mayor for Education’s leadership to seek changes to the law that would allow funding to more efficiently follow students and promote equity between the two public school sectors

**7. Describe all program expansions, enhancements, mayoral initiatives, or anticipated reductions for FY16. Please provide a breakdown by program and provide a detailed description, including FY16 spending plans, the target population to be served, and the name and title of the PCSB employee responsible for the initiative. For each program enhancement, please indicate if it is a new initiative, an expansion of existing services, or a restoration of prior services.**

Overall in FY16, PCSB is anticipating a net decrease from FY15 of \$258,185. This is due to modest gains in anticipated student enrollment in public charter schools, as well as a reduction of \$500,000 in philanthropic grants that will not be continued in FY16. Beginning in FY15, PCSB no longer received separate appropriations from the DC Council, but instead increased its administrative fee to schools from 0.5% to 1.0% of revenue. Despite these spending pressures, PCSB does not anticipate any major reductions in services in FY16, and anticipates adding some expansions in programming.

FY16 will mark the first release of the Performance Management Framework for Adult Education as well as the addition of Early Childhood Education to the campus-level PMF for grades K-12. This initiative has been led by Senior School Quality and Accountability Manager, Rashida Tyler, as well as School Quality and Accountability Manager Erin Kupferberg.

PCSB will also continue co-hosting a bi-annual “Ahead of the Curve” professional development conferences with Fight for Children, designed to support school leaders and teachers from both public school sectors. Previous conferences have addressed the transition to PARCC as well as specialized practices for special education and English language learners. PCSB has allocated an additional \$20,000 in the FY16 Budget for these successful convenings. Audrey Williams, Manager, Intergovernmental Relations and School Support, will lead this project.

PCSB also anticipates using the FY16 budget to increase collaboration across public school sectors and DC government agencies. In FY15, PCSB hired its first Strategic Planning Associate, Chelsea Coffin, to examine citywide enrollment and demand trends at public charter schools. In FY16, this responsibility of this role may be expanded to include examination of demand across sectors to better facilitate the approval of new charter applications and expansions that fit a need in the city.

In early FY15, PCSB launched a redesigned website ([www.dpcsb.org](http://www.dpcsb.org)) focused on giving parents the tools they need to find a charter school that fits the need of their student. Since that launch, website traffic has increased 26%, with the amount of time visitors spend viewing content up by 21%. The PCSB website now averages more than 25,000 monthly visitors. The FY16 budget contains funds for a consultant to continue to perform maintenance, improve functionality and examine analytics for the website to ensure it remains a dynamic resource focused on parents and increasing the transparency of public charter schools. PCSB Communications Assistant, Sara Maldonado, will lead this project.

- 8. Provide your projected enrollment data for SY15-16 broken down by:**
- a. The total enrollment for all authorized local education agencies by grade;**
  - b. The total enrollment for Alternative;**
  - c. The total enrollment for Special Education Schools; and**
  - d. The total enrollment for Special Education 1 through 4.**

Projected enrollment data is attached to PCSB's responses. However, due to the widespread adoption of My School DC, PCSB anticipates enrollment projections will be more accurate in May than in previous years, after the second round of the lottery.