

Part I: General Information

SUBMITTED BY: Terry Golden, Board Chair

SUBJECT: Charter Amendment Request for Grade Reconfiguration

SUBMISSION DATE: January 29, 2016

SCHOOL BACKGROUND

Overview of School Performance

1. Provide the following information about your Local Education Agency (LEA) by campus:
 - a. Campus name(s) and location(s): Hamilton Campus (KIPP College Preparatory), Benning Campus (LEAP, Promise and KEY Academies), Douglass Campus (Discover, Heights and AIM Academies), Shaw Campus (GROW, Lead and WILL Academies), Webb Campus (Connect, Spring and Northeast Academies) and Smilow Campus (Arts and Technology, Quest and Valor Academies)
 - b. Year opened: 2001
 - c. Grade levels served (Currently and at maturation of charter agreement, if applicable): Prek3-12
 - d. Date that charter will be eligible for possible renewal: currently in the renewal process

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 targets on the most recent Accountability Plan, ED, or Adult PMF.
 - √ 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. Expires 2019

PROPOSAL

KIPP DC 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 immediately.

1. Please describe the requested change (provide detail on the selection above). Please describe any planning that is already underway for the proposed change(s).

This amendment will align the current grade configurations at KIPP DC's LEAP and Promise Academies.

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

The amendment will allow KIPP DC to continue ensuring that our students develop the knowledge, skills and character necessary to become thoughtful, influential, and successful citizens in the competitive world.

3. Why did your school's board approved the proposed amendment(s)? Please attach minutes from the meeting and vote results.

This request was discussed as part of KIPP DC's budgetary process during the May 20, 2015 board meeting. These minutes were previously submitted in accordance with PCSB's compliance requirements, but a copy has been attached for your convenience (Attachment 1).

4. How has the school informed its external stakeholders (e.g. ANC commissioners, neighbors) and internal stakeholders (e.g. staff, parents) of the proposed amendment(s)? Please attach any communications (e.g., meeting minutes). Please describe any notable support for or opposition to the proposed amendment(s).

Our outreach efforts included a letter sent to parents that described the change and what they should expect. We also held meet and greet sessions where parents could learn more about this change and ask questions.

1. Describe the current campus configuration of the LEA and how it will change.

In 2014-15, our Benning facility had the following campuses and respective grades: LEAP Academy with PK3-K, Promise Academy with 1-4, and KEY Academy with 5-8. For 2015-16, we shifted the Kindergarten from LEAP to Promise Academy. This shift was reflected in our MySchoolDC lottery setup for both schools, and it is currently the grade configuration reflected in SLED for 2015-16 enrollment.

2. Explain the school's rationale for changing its campus reconfiguration, explaining how the change will directly impact student performance and school culture.

Student outcomes from assessments and leading indicators emphasized the need to instill a higher level of academic rigor in our Kindergarten classes at our Benning facility, in addition to making the connection between Kindergarten and 1st grade more purposeful and explicit. This shift was therefore accompanied with higher expectations not just for students and families, but also for the teachers and school staff for these Kindergarten classes. Data and outcomes from 2015-16 have already demonstrated significant improvement at both campuses, with remarkable gains made in NWEA MAP outcomes in Kindergarten at Promise Academy, and improved school culture indicators and teacher outcomes at LEAP Academy.

3. Each campus will be held accountable to meet or exceed the goals and student academic achievement expectations as set forth in your charter or subsequent amendments. How will the reconfiguration help the school meets its charter goals and achievement expectations.

Our improved performance at the Kindergarten level will support future performance growth in the later grades both at the elementary school and middle schools at our Benning facility. Additionally, the increased expectations around attendance for the Kindergarten families will prepare these families and students for what will be required of them in the later elementary school grades.

4. What effect will the campus reconfiguration have on the school's program, including:
 - a. Staffing,
 - b. Budget,
 - c. Facilities, and
 - d. Other aspects of the school program, including transportation, before or aftercare, etc.?

With this reconfiguration, the Kindergarten teachers, other staff, and enrolled students moved from LEAP to Promise. The per-pupil funding for these enrolled students shifted to

Promise as well. Because LEAP and Promise share the same Benning facility, the shift in facilities was not disruptive, as the classrooms impacted by this change simply transferred to Promise as well. There were no changes to before care, aftercare, or activities.

Attachment 1
May 20, 2015 Board Meeting Minutes

KIPP DC Board of Trustees Meeting Minutes

Wednesday May 20 2015

3:00-5:30PM, KIPP DC Headquarters

Board Members: John Duff, Terry Golden, Tonya McLaughlin, Heimy Salgado, Susan Schaeffler, Alan Wurtzel

Via Phone: Hudson LaForce, Carol Ludwig, Kim Smith

Quorum Present: Yes

KIPP DC: Amanda Borden, Tom Clark, Justin Ellis, Allison Fansler, Kate Finley, Ed Han, Megan Hawkins, Jane Hoffman, Irene Holtzman, Stephanie Kapsis, Lindsay Kelly, Kevin Mehm, Alexander Shawe, Tevera Stith, Susan Toth

Board Business – Allison Fansler, President and COO

Fansler called the meeting to order. Introductions were made. The agenda was presented. Minutes from the previous Board Meeting were reviewed and presented to the Board for approval.

- Schaeffler moved to approve the minutes.
- Golden seconded the motion.
- Approved unanimously.

Discipline Committee Report – Holtzman stated that since the last Board Meeting, the KIPP DC Discipline Committee has heard six appeals of disciplinary decisions made at the school level.

Finance Committee Report – Hoffman summarized that the Finance Committee has continued to provide ongoing review of KIPP DC's Hamilton and Blaine Campus site development and financing strategies.

Development Report – Clark explained that in FY16, KIPP DC's Development Team plans to raise over \$4.34 Million for the following funds and discussed what is in the pipeline:

- \$1.34M to close out the KIPP DC College Prep Growth Campaign
- \$1.25M for the Fund for College Completion
- \$300K for the Capital Teaching Residency & Talent Development
- \$1.45M to fund our future growth and improvement plans

Appointment of Auditors – John Duff, Board Member

Duff stated that the Finance Committee recommends that the Board of Directors appoint McGladrey LLP to serve as independent auditors and to provide tax services to KIPP DC for FY15.

- Duff moved to approve the auditors.
- Ludwig seconded the motion.
- Approved unanimously.

Management Report – Allison Fansler, President and COO, and Susan Schaeffler, Founder and CEO

Fansler discussed metrics of strategic plan, growth model, next steps and upcoming events.

Schaeffler discussed academic capacity / depth and announces the new staff and organization chart that KIPP DC will follow going forward.

Overall goal is to improve quality across the board.

FY16 Budget – Allison Fansler, President and COO, KIPP DC

Fansler discussed three key strategies for the FY16 Budget Proposal:

1. Trimmed consistently underspent budget categories.
2. Made substantive cuts in non-essentials, such as external professional development opportunities, staff events, and
3. Passed along a portion of health care costs to employees.

Reviewed the key pressures, establishing targets/rationale, investment areas / opportunities, capital plans, key risks, impact of growth and thoughts on banking/treasury.

Detailed projections of the budget need approval:

- Duff moved to approve the budget.
- Wurtzel seconded motion.
- Approved unanimously.

College Acceptance Report – Tevera Stith, Director of KIPP Through College

Stith stated the guiding principles for all students: *Promise, Match, Persist, and Finish!*

PROMISE – Begin serving students in MS and continue supporting alumni through college.

MATCH – High School matriculation.

PERSIST – Helping students continue to make it through college.

FINISH – Celebrating College graduates!

Closing Remarks – COO and Chairman of the Board

Fansler adjourned the meeting and stated we will gather the board again in a few months.

Golden thanked everyone and then lead the Executive Session with all board members who are not a part of KIPP DC.