

DISTRICT OF COLUMBIA PUBLIC CHARTER SCHOOL BOARD

Charter Actions Requiring a Vote

- Approve a Charter Application (15 yrs)
- Approve a Charter Renewal (15 yrs)
- Approve Charter Continuance (5 or 10 yrs)
- Approve a Charter Amendment Request
- Give a Charter Notice of Concern
- Lift the Charter Notice of Concern
- Commence Charter Revocation Proceedings
- Revoke a Charter
- Board Action, Other _____

Non-Voting Board Items

- Public Hearing Item
- Discussion Item
- Read into Record

Policies

- Open a New Policy or Changes to a Policy for Public Comment
- Approve a New Policy
- Approve an Amendment to an Existing Policy

PREPARED BY: Rashida Young – Equity & Fidelity Team

SUBJECT: Revisions to the Enrollment Ceiling Increase Policy—Open for Public Comment

DATE: January 26, 2015

PROPOSAL

The DC Public Charter School Board ("PCSB") staff recommends that the Board vote to open for 30 days for public comment modifications to the existing Enrollment Ceiling Increase Policy. PCSB will hold a public hearing on this matter on February 23, 2015 and will vote on the policy on March 23, 2015 at its public meeting. Any public comments received during the public comment period, will be publicly discussed at each public meeting and taken into consideration prior to the vote.

Written comments may be submitted until February 26th by mail or email to:

DC Public Charter School Board
3333 14th Street NW, Suite 210
Washington, DC 20010
public.comment@dpcsb.org

The proposed revisions detail the minimum criteria a school must meet in order to be considered for an enrollment ceiling increase. Proposed edits include increased standards for academic and non-academic criteria, and years of operation, and are redlined in the attached policy – new language is underlined and deleted language is struck through.

BACKGROUND

Each school’s Charter Agreement states the maximum number of students a school may enroll in accordance with the school’s Schedule I. Further, it states that schools may submit to PCSB a written request for approval for an increase in the maximum enrollment of the school with evidence that the school property has sufficient capacity to accommodate the increased enrollment and the quality of the educational program at the school is satisfactory and will not deteriorate as a result of such increase. Schools requesting a ceiling increase will be required to provide a revised Schedule I and such other items as PCSB may request, in accordance with the School Reform Act.

In July 2012, PCSB revised its [Enrollment Ceiling Increase Policy](#) setting standards by which the Board would approve a school’s enrollment ceiling increase request.

Proposed Added Standards for Approving an Enrollment Ceiling Increase Request

In addition to the minimum standards outlined in the current policy, PCSB staff recommends that the following standards be included when considering a school’s ceiling increase request.

- 1) If beyond Year Five of operation, the school is properly accredited;
- 2) For schools with non-tested grades, meeting all of the school’s Adult or Early Childhood PMF targets in the most recent year; and
- 3) Fully compliant on all indicators in the school’s most recent Compliance Review report.

<p>Date: _____</p> <p>PCSB Action: _____ Approved _____ Approved with Changes _____ Rejected</p> <p>Changes to the Original Proposal/Request: _____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>

POLICY TITLE: Enrollment Ceiling Increase Policy	
ADOPTION/EFFECTIVE DATE: October 31, 2010 July 3, 2012 (Revised)	MOST RECENTLY UPDATED: <u>January 26, 2015</u>

POLICY

A school must meet the following minimum criteria in order to be considered for an enrollment ceiling increase request:

- 1) Access to a facility to accommodate the projected enrollment (as demonstrated through a lease)
- 2) A history of meeting enrollment projections (within at least 80% of enrollment projections for the two most recent years);
- 3) Currently not under corrective action;
- 4) ~~A score of Fiscal 1 on the Financial Audit Review~~ At least a satisfactory rating on 3 of the 5 Fiscal Management criteria outlined in the Charter Review Framework; and
- 5) If beyond Year ~~Six~~ Five of operation, the school is properly accredited ~~(or at least a candidate for accreditation);~~

PCSB staff will generally recommend FOR an enrollment increase in the following cases:

- 1) For ~~standard schools elementary/middle and high schools~~, a score of 65 or greater on the most recent PMF for all currently operating campuses
- 2) For schools ~~serving grades prekindergarten-second, adult education, or eligible for the alternative assessment framework, with non-tested grades~~, meeting ~~over 2/3~~ over 2/3 all of the school's ~~accountability plan targets on the most recent accountability plan;~~ Adult or Early Childhood PMF targets in the most recent school year for all operating campuses;
- 3) Re-enrollment rate of at least 80% at all operating campuses;
- 4) Evidence of a wait list of at least the number of students planned in the enrollment increase; and
- 5) Fully compliant on all indicators in the school's most recent Compliance Review report
- 6) In operation for at least four years.

PCSB staff will generally recommend AGAINST an enrollment increase in the following cases:

- 1) For elementary/middle and high schools, a score of less than 50 on the most recent PMF;
- 2) ~~For schools with non-tested grades~~, For schools serving grades prekindergarten-second, adult education, or eligible for the alternative assessment framework, meeting fewer than ~~1/2~~ 2/3 of the school's Adult or Early Childhood PMF targets or accountability plan targets in the most recent year ~~on the most recent accountability plan;~~
- 3) Re-enrollment rates of lower than 65%;
- 4) No evidence of a wait list;
- 5) Having any Not Compliant or uncured In Progress ratings on the most recent Compliance Review report;
- 6) A school in its first year of operation.

In the following situations:

- 1) PMF scores of between 50 and 64 on the most recent PMF;
- 2) For schools serving grades prekindergarten-second, adult education, or eligible for the alternative assessment framework, meeting between ~~1/2~~ 2/3 and ~~2/3~~ all of the school's **Adult or Early Childhood PMF targets, in the most recent year on the most recent accountability plan**; and
- 3) For schools with three years or fewer of operating history

~~Other factors to be considered:~~ PCSB staff will ~~generally base its decision on~~ consider the totality of ~~other~~ the factors listed below: ~~in the following cases~~

- a) Trends in academic performance;
- b) Results of qualitative assessments of academic quality and operational capacity, such as **PDRs Qualitative Site Reviews (QSRs)** or other instruments to be developed by PCSB; (this is particularly important for schools with three years or fewer of operating history);
- c) Size of the requested increase; and
- d) Rationale for the requested increase.

Notes:

- For multi-campus schools, the above criteria are only for the campus for which the expansion is being requested.
- For schools with a PMF score and an Accountability Plan, both criteria parts of criteria 1 must be met.
- **For the Early Childhood and Adult PMF, “meeting targets” equates to at minimum scoring at the floor of the given target.**