



**Part I: General Information**

**\*All applicants must complete this section\***

**SUBMITTED BY:** **Wendell Johns – Howard University Middle School of Mathematics and Science**

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

- |  |  |
|--|--|
| <input type="checkbox"/> Enrollment Ceiling Increase                   | <input type="checkbox"/> Name Change – Campus or Facility        |
| <input type="checkbox"/> Program Replication of Grades Served          | <input type="checkbox"/> Campus Reconfiguration                  |
| <input type="checkbox"/> Grade Level Expansion (Single Grade)          | <input type="checkbox"/> LEA Status for Special Education        |
| <input type="checkbox"/> Grade Level Expansion (Grade Band)            | <input type="checkbox"/> Special Education Enrollment Preference |
| <input type="checkbox"/> Additional Facility or New Location           | <input type="checkbox"/> Governance Structure                    |
| <input checked="" type="checkbox"/> Goals and Achievement Expectations | (Bylaws, Articles of Incorporation or Management)                |
| <input type="checkbox"/> Mission or Education Philosophy               | <input type="checkbox"/> Graduation Requirements                 |
| <input type="checkbox"/> Curriculum, Standards or Assessments          | <input type="checkbox"/> Competency-Based Learning Application   |

**SUBMISSION DATE:** **4/24/2020**

**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): **Howard University Middle School of Mathematics and Science 405 Howard PL NW Washington DC**
  - b) Year opened: **2005**
  - c) Grade levels served (Currently and at maturation of charter agreement, if applicable): **Grades 6 - 8**
  - d) Date that charter will be eligible for possible renewal: **2025**
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. **October 2027**

\*If the school has multiple campuses or varying PMFs, please describe the academic performance of each campus here: **Enter text.**

**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

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**H**oward University Middle School of Mathematics and Science 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.

**Revision of charter goals to align them with the school's mission and vision and make them S.M.A.R.T. goals that are measurable**

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

**The revised goals are more in line with the school's vision to provide a sound education with a focus on mathematics and science to all children regardless of how they come to our school.**

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.

**We have not had any actions in the past 3 years**

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.]*

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

**N/A**

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.]*

**N/A**



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

**Organization/Committee Name**

Board of Directors Meeting Minutes

Date

An emergency meeting of the Organization/Committee Name was called to order at 10 AM on date

**Present**

Chairman Wendell Johns, Kathryn Procope, Talia Robinson, Patrice Thompson (Parent), Feleece Mitchell (Parent), Frank Ross, Derrek Niec-Williams, Malene Lawrence (Community Member), Annemieke Martinez, Larry Smith

Chairman Johns declared a quorum

**Agenda Item 1: Approval of the Proposed Charter Goals**

Chairman Johns and Head of School Procope gave a recap of the updated charter goals and why they had been changed. Chairman Johns discussed that the goals aligned with the school’s vision and mission. There was no further discussion. Chairman Johns called for a motion to approved the proposed charter goals. It was moved by Larry Smith and seconded by Frank Ross. Chairman Johns called for the vote. **The motion was approved unanimously**

**Agenda Item 2: Approval of School Closure as a result of COVID-19 on May 29**

Chairman Johns and Head of School Procope discussed the proposed closure of school on May 29, 2020. Head of School Procope explained that the plan was to have the last day of class be May 29<sup>th</sup> and EOY testing will take place June 1 – June 4 and a virtual promotion ceremony will be held on June 5, 2020. There was no further discussion. Chairman Johns called for a motion to approve the new school closure date. It was moved by Talia Robinson and seconded by Larry Smith. Chairman Johns called for the vote. **The motion was approved unanimously**

**Adjournment**

Meeting was adjourned at 10:30 AM.

Minutes submitted by: Malene Lawrence

**Section B1. Goals and Achievement Expectations**

**\*ONLY complete this section if applying to amend Goals/Achievement Expectations.**

To adopt the Performance Management Framework (PMF) as the school’s goals and academic achievement expectations, please review the [policy](#).

Schools should revise their goals and student academic achievement expectations if at its 5- or 10- year review it finds that it has goals that are “not historically measured;” or if the school’s leadership, including its board, determines that the current set of charter goals do not accurately reflect the school’s mission and education philosophy for student achievement; or when a school has more than five goals and wishes to reduce its reporting burden. Charter schools may revise goals and academic achievement expectations up to one year prior to a high-stakes review and two years prior to charter renewal. Revisions are generally approved if the school successfully shows that the new goals and academic achievement expectations are:

- a. SMART – Specific, Measurable, Achievable, Realistic and Timely
- b. Appropriately challenging.
- c. Measure student academic performance in at least English Language Arts (ELA) and math, using the state assessment, if applicable, and expect students to achieve above the city average for similar populations.
- d. At least one goal should directly measure the extent to which the school is meeting its mission.

**Note: DC PCSB does not typically accept school-issued grades as a means for measuring student achievement.**

1. What are the school’s current goals and student academic achievement expectations? What are the new goals and academic achievement expectations? If not all goals are changing, please make it clear which are being deleted or replaced and which are new.

**Howard University PCS – Current Goals**

Howard University PCS- Goals	
#	Goal
1	Students will demonstrate annual improvement in reading.
2	Students will demonstrate annual improvement in mathematics.
3	Students will demonstrate annual achievement in science

4	Students will demonstrate science mastery through the presentation of a science project
5	Special education students will make progress towards attainment of goals as outlined in Individualized Education Plans (IEPs)
6	Students will participate in extracurricular activities related to mathematics, science, and technology
7	Full time academic faculty will participate in professional development training based on the Howard University School of Education teacher needs assessment, classroom observations, academic data, and best practices
8	To recruit and retain a highly qualified professional staff of key administrators, teachers, and support staff
9	Parents will express satisfaction with the Howard University Mathematics and Science Middle School program
10	Students will maintain a 90% attendance rate

Proposed Goal	Business Rules
<p><b>GOAL 1</b></p> <p>Annually, the school will be deemed to have met this goal if <b>two</b> of the following three measures are met:</p> <ol style="list-style-type: none"> <li>1) The percent of students scoring level 4+ on the PARCC ELA assessment will meet or exceed the state average for students scoring 4+ in ELA</li> <li>2) The percent of students scoring level 3+ on the PARCC ELA assessment will meet or exceed the state average for students scoring 3+ in ELA</li> <li>3) At least 60.0% of all students will achieve at or above the 50<sup>th</sup> percentile or meet/exceed their spring growth targets in ELA on the NWEA MAP's national norms by the spring test administration each year</li> </ol>	<p>To be agreed upon prior to the public hearing</p>

Proposed Goal	Business Rules
<p><b>GOAL 2</b></p> <p>Annually, the school will be deemed to have met this goal if <b>two</b> of the following three measures are met:</p> <ol style="list-style-type: none"> <li>1) The percent of students scoring level 4+ on the PARCC math assessment will meet or exceed the state average for students scoring 4+ in math</li> <li>2) The percent of students scoring level 3+ on the PARCC math assessment will meet or exceed the state average for students scoring 3+ in math</li> <li>3) At least 60.0% of all students will achieve at or above the 50<sup>th</sup> percentile or meet/exceed their spring growth targets in math on the NWEA MAP's national norms by the spring test administration each year</li> </ol>	<p>To be agreed upon prior to the public hearing</p>
<p><b>GOAL 3</b></p> <p>At least 50% of all students in all grade levels will meet or exceed their spring growth targets in science based on NWEA MAP's national norms by the spring test administration each year</p>	<p>To be agreed upon prior to the public hearing</p>
<p><b>GOAL 4</b></p> <p>Our school will achieve annual in-seat attendance rate that meets/exceeds the state average for middle school students in the District of Columbia</p>	<p>To be agreed upon prior to the public hearing</p>
<p><b>GOAL 5</b></p> <p>Our school will achieve a re-enrollment rate of at least 75% across the annual review period</p>	<p>To be agreed upon prior to the public hearing</p>

2. If the school's existing goals were "not historically measured" or are no longer being pursued, explain why the school is abandoning these goals and how they will be replaced.

**The original goals were not S.M.A.R.T and it was difficult to measure growth. The revised goals are measurable and more aligned with the school's mission and vision**

3. How will the new goals better measure the school's mission, curriculum, operations, and education experience for families?

**The goals are S.M.A.R.T, have the appropriate business rules and align with our school's mission to provide an education that focuses on mathematics and science in a measurable way**

4. If proposing goals and/or academic expectations aside from adopting the [Performance Management Framework](#), please describe how the school will monitor and report its progress towards goal attainment. Please note that all schools are required to report on progress each year in the Annual Report.  
(If adopting the PMF without any mission-specific goals, this question is not applicable.)

**We will monitor our progress annually and report it in our annual report each year.**