

DISTRICT OF COLUMBIA PUBLIC CHARTER SCHOOL BOARD  
**Charter and/or Charter Agreement Amendment Application**

**Part I: General Information**

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

**SUBMITTED BY:** Erica McGrady

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

- |   |  |
|---|--|
| <input type="checkbox"/> Mission or Education Philosophy  | <input type="checkbox"/> Replication/Operation of additional campus(es)*<br>*(w/ no changes to grade configurations) |
| <input type="checkbox"/> Goals and Academic Achievement Expectations  | <input type="checkbox"/> LEA Status for Special Education  |
| <input type="checkbox"/> Grade Levels to be Served  | <input type="checkbox"/> Voluntary Closure of a Campus or Grade Level(s)   |
| <input type="checkbox"/> Governance Structure<br>(e.g., hiring/dismissal of management companies or<br>changes in bylaws) | X Campus location (Part D1)  |
| <input type="checkbox"/> Enrollment Ceiling   | <input type="checkbox"/> Curriculum, standards, or assessment  |

**SUBMISSION DATE:**

**SCHOOL BACKGROUND**

*Please address the following questions in their entirety. This information provides helpful background to the 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): **Elsie Whitlow Stokes Community Freedom Public Charter School**
  - b) Year opened: **1998**
  - c) Grade levels served (Currently and at maturation of charter agreement, if applicable): **PS/PK-5<sup>th</sup>**
  - d) Date that charter will be eligible for possible renewal: **2028**
2. Please select the performance indicators below that describe the school's current performance\*: (Mark all that apply)
  - x Currently rated Tier 1, or met at least 2/3 of targets on the most recent Accountability Plan, EC, or Adult PMF.
  - x School is not currently under corrective action.
  - x Has historically met enrollment projections w/in 80% of target.
  - x School has been in operation for 3+ years.
  - x School is currently accredited. **May 1, 2021**

\*If the school has multiple campuses or varying PMFs, please describe the academic performance of each campus here: **N/A**

**PROPOSAL**

**The Elsie Whitlow Stokes Community Freedom Public Charter School** 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 describe the requested change (provide detail on the selection above). Please describe any planning that is already underway to prepare for the proposed change(s).

**Stokes School seeks approval to locate our second campus in the former DCPS Evans Middle School building located at 5600 East Capitol Street, NE in school year 2018-19. The building is currently partially occupied by Maya Angelou Public Charter School. This campus will be a replication of our existing academic program - a dual language immersion program that delivers instruction in English/French or English/Spanish to students in Pre-K through 5<sup>th</sup> grade.**

**This campus will be the first language immersion charter school to open East of the River. We have coordinated with personnel at Maya Angelou to hold open house sessions and inform prospective families about this new campus. Additionally, we have met with Councilmember Gray's office, Ward 7 ANC commissioners and members as well as members of civics associations in the area to inform them about our program and seek their support.**

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

Stokes School's mission is to prepare culturally diverse students to be leaders, scholars and responsible citizens who are committed to social justice. We are currently fulfilling our mission. We have an extremely diverse school community. In 2015 the Washington Post cited our school as one of the most diverse schools in the District of Columbia. We believe that the nature of our language immersion program naturally attracts families from diverse backgrounds and cultures. We also intentionally recruit students from various communities throughout the city. Our students have consistently demonstrated academic achievement and civic leadership. Since the creation of PCSB's Performance Management Framework /School Quality Report, our school has achieved either Tier 1 or top Tier 2 status. In our most recent Qualitative Site Review over 90% of our observations were at a distinguished or proficient level. When students graduate from our school they are able to read, write and speak in at least two languages. All of our students engage in service learning activities that benefit local, national and global communities. We believe that we have created a learning environment in which students are able to grow and thrive. However, the number of students that we are able to serve is very limited. Currently, we have few available spaces for incoming students each school year. Because siblings of current students have admission preference, the majority of our available spaces are given to siblings of current students. The proposed amendment will allow us to enhance the mission by increasing significantly the number of new students and families we are able to serve.

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

Stokes School board of trustees approved the proposed amendment during a meeting on January 20, 2018.

4. 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). Please describe any notable support for or opposition to the proposed amendment(s).

We have informed internal and external stakeholders of our intention to replicate through various means. Staff, current and prospective parents have been updated through written communication, i.e., email and newsletters. We have also discussed plans for growth with these stakeholders in meetings, i.e., staff meetings, board meetings, state of the school address, etc. We have also met with external stakeholders including staff from Councilmember Gray's office who expressed support for Stokes School opening in Ward 7. Additionally, Stokes School staff has met with Ward 7 ANC commissioners and members as well as members of civics associations in the area to inform them about our program and seek their support. The Ward 7C07 ANC Commissioner, Antawan Holmes, has expressed his support for the school and has worked to establish a connection between Stokes School and Houston Elementary (the only DCPS school East of the River to offer a language immersion program) in an effort to create cross sector collaboration. Stokes School staff members have also participated in education fairs in Wards 7 and 8 in an effort to connect with more families in the area. Additionally, the faculty and staff of Maya Angelou PCS have generously allowed Stokes School to hold multiple open house events in their building to connect with prospective families.

**Section J. Charter Agreement Amendment – New Location or Additional Facility**

**\*ONLY complete this section if applying to amend Campus Location.**

*Any school that is planning to operate a new campus in an existing (or new) location or relocate an existing campus, whether temporarily or permanently, and even if it is taking over an existing campus of another public charter school, must notify PCSB of the change and amend its charter agreement to include the new address.*

*PCSB will generally approve a campus addition or relocation amendment, if the school has made documented and meaningful effort to engage the community, including the Advisory Neighborhood Commission (ANC), and has made an effort to address their concerns, if any. The school must show proof that it has taken into consideration the current families attending the school and their transportation needs, at least for the first year of operation in the new location.*

1. What is the reason for this change in location: [check the reason below that best describes your plan]

- ☐ Entire campus or school is relocating from current location to a new location?
- ☐ A single campus is both staying in its current location AND expanding into a second location (e.g. some grades in one facility and some in a second temporary space until a permanent facility is found.).
- ☒ School is replicating an existing campus. (Note: Please complete Section H: Replication)
- ☐ School is creating a new campus being housed in a new facility (Note: Please complete Section D: Campus Reconfiguration)

2. List all of the facilities that the school currently operates along with the new facility(ies) the LEA plans to operate. Include the campus(es) located in each facility, highlighting any changes from what is currently written in its charter agreement.

**Stokes School currently operates a single site Pre-K through 5th grade language immersion school that serves 350 students and families in the Brookland neighborhood of NE Washington DC. Stokes School proposes to open a second campus within the former DCPS Evans Middle School building located at 5600 East Capital St, NE Washington, DC. The replication of the school program has previously been approved by the PCSB, however, at the time of approval Stokes School had not secured a site. The second campus will be a co-location with the Maya Angelou PCS. Stokes School will occupy the first and second floors of the building. Maya Angelou operates its program on the 3rd and 4th floors of the building.**

3. Is the proposed new facility a property that you plan to purchase or lease? How many square feet is this space? Which grade level(s) will be at this location?

**The proposed facility is owned by the District of Columbia. Maya Angelou PCS leases the building from DC government and has previously renovated the top two floors of the facility. Building Hope will renovate the first and second floors of the building –and lease the space to Stokes School through its Incubator Program. The renovation will take place over the course of a two year period. Upon completion of the first floor renovations during the summer of 2018, Stokes School will open with 4 Pre-K classes and 2 kindergarten classes. During the summer of 2019 renovation of the second floor will be completed allowing the campus to grow to full capacity (pre-k through 5<sup>th</sup> grade) over the course of a 6 year period. The total amount of space that Stokes School will occupy is approximately 32,000 square feet.**

4. If the school is planning to move a current campus into a new location, please address:

- a. How will the change in location impact students who currently attend this campus, and how will you ensure that students will re-enroll?
- b. Given that students are expected to move, how will you support families that need transportation?

N/A

**For questions, please contact PCSB staff person Laterica (Teri) Quinn at (202) 328-2660.**

5. Describe the neighborhood of the proposed location (e.g. residential, commercial, metro-accessibility). What value will you bring to this community? In your response, list traditional and public charter schools in close proximity to the new location, identifying schools that serve the same grade span as you will serve at full capacity at this location. Describe how the academic performance, demographics, and mission of your school compare to these schools.

**The new campus is located in Ward 7 of Washington, DC at 5600 East Capitol Street in the northeast side of the street. Although the building sits on a main thoroughfare, it is surrounded on all sides by residential property. It is located on a Metro bus line and within close proximity to the Capitol Heights Metro station. There is a public charter high school/adult education program (Maya Angelou) located in the same building as the proposed new campus and there is also a pre-k/ elementary/middle charter school located across the street (DC Scholars). DC Scholars is also a high performing charter school that serves PreK and elementary school students. The Stokes School East End campus will bring unique programming to the neighborhood as we will be the only charter school East of the River to offer a language immersion program. Stokes School has met with administrators and staff at Houston Elementary School, the only DCPS immersion program East of the River. The two schools are planning to work collaboratively in the areas of professional development and OST programming.**

Section J continued on next page ↓

**Section J. Charter Agreement Amendment – New Location or Additional Facility Continued**

6. Describe how you have engaged your school's community in the decision to relocate, expand, or divide into this new location. Submit documentation of your communications with your staff and families regarding this new location. Please explain any potential concerns raised by the school's internal community, including students, teachers, etc. **(Not applicable if replicating an existing campus.)**

**N/A. We are replicating an existing campus**

7. Describe all community outreach that has been done in the local community of the new school location. Submit documentation of communications with nearby principals, neighbors, ANC representatives, Councilmembers, and others, notifying them of your plans. What concerns, if any, have been brought to your attention and how do you plan to address them?

**There has been a tremendous amount of outreach to members of the community where the proposed new facility is located. As previously mentioned, Stokes School administrators have met with Councilmember Gray's office who expressed support for Stokes School opening in Ward 7. Additionally, Stokes School staff has met with Ward 7 ANC commissioners and members as well as the Board of Education President (Ward 7 representative), and members of civics associations in the area to inform them about our program and seek their support. The Ward 7C07 ANC Commissioner, Antawan Holmes, has expressed his support for the school and has worked to establish a connection between Stokes School and Houston Elementary (the only DCPS school East of the River to offer a language immersion program) in an effort to create cross sector collaboration.**

**There has been overwhelming support for the opening of a second campus in Ward 7. The biggest concerns expressed have been about middle school options (where will the East End Stokes School students attend school when they finish 5<sup>th</sup> grade) and has been supportive of S**

8. Will there be newly-created slots for additional students? If so, discuss student recruitment efforts in the new school community.

**In school year 2018-19 there will be 144 seats available in Pre-k and Kindergarten. One grade level and**

**approximately 50 more seats will be added each year until the campus reaches 5<sup>th</sup> grade. There will be a total of 400 seats on that campus at full growth.**

**Recruitment efforts for the East End campus began two years ago when Stokes School staff participated in Language Immersion fairs East of the River and inform families of the school's intent to open a second campus in the future. Last school year and this school year Stokes School's recruitment efforts have included advertisement on the radio and in local newspapers – The Hill Rag, East of the River, as well as the Informer. We have also held multiple open house sessions and school tours at our Brookland location as well as the Maya Angelou PCS building. We have participated in citywide education fairs as well as ward 7 and 8 specific education fairs. We have also recruited at community centers and day care centers in Wards 7 and 8. Our recruitment efforts yielded more than 2000 applications this year's lottery.**

9. What is the occupancy maximum at the new location? If the maximum occupancy load for staff and students is less than the total number of staff and students who will occupy the facility at any point in the future, please explain how you will address this issue.

**As renovation has not been completed in the proposed facility, we do not yet have a certificate of occupancy. However, the square footage that will be available to us upon the completion of the work will be sufficient to house 400 students as well as their teachers, administrators and support staff.**

10. How will the proposed change impact the school's operations and finances? What are the anticipated expenses, and how will the school finance these expenses?

**Expenses will increase with the addition of the second campus but revenue will also increase. Our biggest long-term expenses will be for personnel (salaries, benefits, professional development, etc.) and costs relating to the facility. Short term expenses will include all of the materials, supplies and equipment needed to get the school up and running. In addition to the increases that we will receive in the UPSFF and facilities funding, we have also secured several grants to support this replication including grants from the Charter School Growth Fund, Education Forward DC and a Charter school replication grant.**

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

## Enrollment Matrix – All Campuses

	Academic Year 2018-19	Academic Year 2019-2020	Academic Year 2020-2021	Academic Year 2021-2022	Academic Year 2022-2023	Academic Year 2023-24
<b>Grade Levels</b>	Current	Projected	Projected	Projected	Projected	Projected
<b>PK-3</b>	75	75	75	75	75	75
<b>PK-4</b>	75	75	75	75	75	75
<b>Kindergarten</b>	100	100	100	100	100	100
<b>Grade 1</b>	48	100	100	100	100	100
<b>Grade 2</b>	48	48	100	100	100	100
<b>Grade 3</b>	48	48	48	100	100	100
<b>Grade 4</b>	48	48	48	48	100	100
<b>Grade 5</b>	48	48	48	48	48	100
<b>Total</b>	494	542	594	646	698	750
<b>Grade 6</b>						
<b>Grade 7</b>						
<b>Grade 8</b>						
<b>Total</b>						
<b>Grade 9</b>						
<b>Grade 10</b>						
<b>Grade 11</b>						
<b>Grade 12</b>						
<b>Total</b>						
LEA Total						
Projected % - SPED	10	10	10	10	10	10
Projected % - ELL	25	25	25	25	25	25
# Campuses*	2	2	2	2	2	2

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