

Section C1. **New Campus Location or Additional Facility**

***ONLY complete this section if applying to amend a Facility or New 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 DC PCSB of the change and amend its charter agreement to include the new address.

DC 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. Please check the reason below that best describes your proposed change.

- ☐ 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 facility to allow more space, or until a permanent larger facility is found).
- ☐ School is creating a new campus being housed in a new facility (Note: Please complete [Section A2: Program Replication](#))

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

The current Facility: Breakthrough Montessori Public Charter School
1244 Taylor Ave NW
Washington, DC 20011

The New Facility: Breakthrough Montessori Public Charter School
6856 Eastern Ave
Washington, DC 20012

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? If you have already purchased or leased the property, provide specific dates of when the property was acquired.

We plan to lease the property at Takoma Park. The square footage of the location is approximately 15000 square feet. We will only occupy the first floor of the building, which will have 7 classrooms and can have up to 304 staff and students. We plan to service students in grades Pre K3 through 1st grade in multi- age classrooms. The lease is still in negotiations and hasn't been signed yet.

4. If the school is planning to move a current campus into a new location, please answer the following: N/A

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?
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.

Takoma Park is a residential community and the main school in this community is Takoma Education Campus. The public schools in the area are traditional public schools. There are currently no charter schools in this community. Breakthrough will provide a fully implemented public Montessori Program to the Tacoma park area. Our full day program will provide mixed age classrooms, with hands on Montessori curriculum. Our teachers are Montessori certified and will provide individualized student centered instruction. We offer grades PreK -3 through grade 1. In comparison to the other schools in the area our school will be unique because we will offer early intervention starting at age 3, we focus on the social and emotional well being as well as, academic achievement. We will provide a cultivating robust network of support with partnerships with civic, cultural and educational institutions. Breakthrough will be the first charter school in the area that offers a certified Montessori curriculum.

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.

We have kept families and staff informed throughout the entire process. These are the specific forms of communication that were used.

- Email communication through our bulletins
- Facility Town Hall meetings
- Staff meetings to discuss facilities
- Surveys to families and staff to gather input on the decision making process.

There have been no major concerns or opposition to the move to Takoma. There are families that have shared concerns about siblings being split between two campuses. Some families have also voiced concerns about the commute to Takoma from their home. We are making plans to ensure that families with siblings and with long commutes are given facility preference.

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.

We reached out to our local ANC representative in the Takoma community on Jan. 22nd. We attended the ANC meeting where we shared the vision of Breakthrough and our move to Eastern Ave. We have also reached out to the local ANC representative (Judi Jones) in Ward 4B07. We have attended the January ANC meeting and will present at the February.

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

Yes, there will be additional slots available for the new location. We have started placing flyers in the neighborhood, we have placed advertisements in local news papers. We are in great communication with the ANC in Takoma. We have started to distribute flyers in the Takoma Park community.

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.

We will only occupy the first floor of the building in Takoma. The occupancy of the first floor is 304 including students and staff. We plan to have a total of 100 students and roughly 18 staff members. We will not go over the maximum occupancy load.

10. In addition to providing a [5-year Operating Budget](#), please answer the following questions regarding the financial impact of the proposed new location:

- a. How much does the proposed new facility cost, and how many students will be served at the new site?

The cost of the Takoma location is \$316,995. The total number of students will be 80.

- b. What is the school's per-pupil cost, and how does this compare with its per-pupil allowance?

The per- Pupil cost is \$19,290. Compared to our per pupil allowance 19,370 the cost is roughly the same.

- c. If you plan to operate multiple facilities, in addition to the proposed new location, what is the LEA's total facilities cost (e.g. lease, plus mortgage)? How does this expense compare with your per-pupil allowance?

Our total facilities costs including rent, contracted building services, maintenance and repairs, utilities, interest on facilities loans, and principal on facilities loans is below do exceed our facilities revenue which is not ideal, but our overall model supports these facilities costs. For most years in the projections, our facilities cost exceed revenue by close to \$400,000.

- d. What additional sources of funding do you plan to use to pay for this new

facility.

The improvements to the facility will be financed with a loan from OSSE and another third party. We also plan to apply for SOAR facilities funding for the building projects and will seek other private revenue as well. Neither SOAR nor private fundraising are included in our 5 year projections for the sake of conservatism.

- e. If applicable, what contingencies do you have in place in case the new location enrolls fewer students than anticipated

N/A