

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: **Tycely Williams, Board Chair of Monument Academy Public Charter School**

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) | <input type="checkbox"/> Campus location (Part D1)   |
| <input checked="" type="checkbox"/> Enrollment Ceiling  | <input type="checkbox"/> Curriculum, standards, or assessment  |

SUBMISSION DATE: 4/11/2016

**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

- Provide the following information about your Local Education Agency (LEA) by campus:
  - Campus name(s) and location(s): **Monument Academy Public Charter School, 500 19<sup>th</sup> Street NE, Washington DC 20002**
  - Year opened: **2015**
  - Grade levels served (Currently and at maturation of charter agreement, if applicable): **5-8**
  - Date that charter will be eligible for possible renewal: **2029**
- 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 Accountability Plan, EC, 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. **Enter expiration date.**

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

**PROPOSAL**

**Monument Academy 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 August 1, 2016 (leave blank if this has not been determined).

- 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).

**We are requesting an enrollment ceiling increase of 3 students per grade. We are seeking this increase so that we have flexibility to fill a vacancy that may be created in the event that one of our students requires a therapeutic placement. Our objective is to maintain the 40 students net per grade that we intended in our original application.**

**Because our aim is to maintain net student enrollment at 40 per grade, we do not need to make any adjustments or change our plans if we are granted this enrollment ceiling increase. This will not create a need to make changes to our facility, our programming or our staffing levels. It will have no impact on the community around the school.**

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

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

The mission of Monument Academy is to provide students, particularly those who have had or might have contact with the foster care system, with the requisite academic, social, emotional, and life skills to be successful in college, career, and community, and to create an outstanding school that attracts, supports, and retains exceptional and caring people. Because our mission is to serve the city's most at-risk students and families, a number of our students require significant behavioral and academic supports to succeed. Many of them have struggled academically, emotionally and behaviorally, and been suspended or changed schools multiple times. We explicitly recruit these students and have created a schedule and supports for them. For many of our families, Monument Academy is seen as a "last chance".

We created a school with 40 students per grade because this number allowed us to both personalize the education and provide appropriate supports, while also providing adequate funding and resources to offer these supports, including the facility and staffing for the academic day and residential program.

Monument Academy is committed to not expelling students. There are instances, however, when, despite numerous attempts and modifications to help a child stay at Monument Academy, we are not able to maintain the safety of the child and the school. In those few instances (one to date) when we have exhausted all strategies and supports, we work with OSSE to secure a placement in a therapeutic school. We continue to monitor that student and the school to ensure the best outcome for the student. Our hope is that, when possible, the student will return to Monument Academy.

Meanwhile, when the child leaves for a therapeutic school, we are currently required to maintain that seat for the student, regardless of if and when the student might return. However, our mission is to maximize our impact in working with the most at-risk students. This means filling our available seats while maintaining the quality of our school and supports. At the same time, we can maintain a space for a student who returns from a placement since we expect to have some attrition each year.

Our goal in seeking the amendment is to be able to take on the challenge of working with all students, even those who have struggled in other schools, and then, when the needs of a student require therapeutic placement, to be able to fill that unoccupied seat, and to receive the accompanying per pupil funding so that we can ensure that 40 students are served at each grade level.

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

**4.19.16**

3. 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 hosted a tour of the school and informed the local ANC commissioners and neighbors personally. Our school community and board are aware of our intentions. There is no notable opposition to the proposed amendment.**

## Part II: Specific Revision Requests

### Section F. Charter Agreement Amendment – **Enrollment Ceiling Increase**

**\*ONLY complete this section if applying to amend Enrollment Ceiling Increase:**

*A school should apply for an enrollment ceiling increase if it plans to offer more spaces in the next fiscal year and wishes to be paid for the additional students. A school does not need to apply for a change in enrollment ceiling if it is offering the same total number of spaces but not in the exact grade levels it determined through its Schedule I. If applying for an enrollment ceiling increase, please be sure the school meets the criteria listed in the [Enrollment Ceiling Increase Policy](#). Failure to meet the criteria may result in denial of your charter agreement amendment request.*

1. Explain the school's rationale for proposing to increase its student enrollment.

**Our rationale for proposing the student enrollment increase is that it allows us to fulfill the mission of Monument Academy (please see above under the question about how this supports the mission of Monument Academy) and remain true to the intention of our original charter application, which is to serve 40 students at each grade level at the school. We are not seeking to increase the absolute numbers of students in the building or classes. Our objective is to provide a Monument Academy education and supports to 40 Washington, DC students at each grade level.**

**Currently, in the exceptional case of a student who requires a transfer to a therapeutic placement, we are required to maintain oversight of that student and to hold that seat until the student either returns (our hope) or transfers to another LEA. We welcome and are actively engaged in the oversight of our student in a therapeutic placement. There is an opportunity cost, however, for other students who might fill that seat, and for the school in terms of loss of per pupil funding (which follows the student to the new placement.) Monument Academy has sought remedy from OSSE and the DC Government. However, both because OSSE requires that the school maintain oversight obligation for the student in therapeutic placement, and because neither agency is in a position to authorize any type of addition or replacement for that student, the only solution is to seek an enrollment increase from the DCPCSB.**

**Our students and families are at the core of our purpose, and we are so excited to see the progress our students have made this year, academically, socially and emotionally. Nevertheless, given our mission, and our students and families, we have a significantly higher than average chance of enrolling a student who may need a therapeutic setting, even if only temporarily. Therefore, we are seeking a small enrollment increase of 3 students per grade to adjust for the impact of any potential student transfers to a therapeutic placement. Maintaining our net student enrollment and funding at 40 students per grade is critical to continuing on this successful path.**

2. PCSB will review the school's enrollment trends over the past 3-5 years. What patterns are we likely to find? Is there any context you can provide to explain your current enrollment patterns?

- We will look at the school's enrollment ceiling(s), certificate of occupancy, waitlist/vacant seats, and re-enrollment rates by grade and subgroup.
- We will review lost instructional time due to out-of-school suspensions, expulsions, and mid-year withdrawals. We will also look at re-enrollment trends for students with infractions.

**In our first year measures include:**

- Exceeding our enrollment goals**
- Maintaining a small wait list of students.**
- A re-enrollment rate for 2016-17 school year projected to be 85-90% based on current family commitments**
- Being fully enrolled for the 2016-17 school year.**
- No expulsions of any students**
- Mid year one student moved to a therapeutic placement, one student moved out of state and one student withdrew.**

- **Lost instructional time due to out of school suspensions dropped significantly since the beginning of the year as we created new spaces and hired additional staff to support our students who have struggled the most while simultaneously maintaining safety for the school.**

3. PCSB will review the school's academic history by looking at the following: 1) All PMF and Accountability Plan results for the past three years, 2) The school's most recent charter review and any Qualitative Site Review (QSR) reports, and 3) Progress towards meeting goals as documented in your annual reports. What patterns are we likely to find? Is there any context you can provide to explain your academic history? Please include any additional information PCSB should review when considering your school's academic history.

**Monument Academy is in the first year of operation. We are on target to meet our goals set out in our agreement. Roughly 75% of our students have already met or exceeded their mid-year goals on NWEA – MAP testing, and in aggregate they exceeded the target by 75% at the mid-year assessment. Those students who have not met their goals are working with tutors and in smaller groups to receive targeted interventions to support their growth. According to the Fountas and Pinell Benchmark Assessment System (BAS) our students grew from one to five reading levels in the first five months of the school year.**

4. PCSB will review the school's Financial Audit Reviews (FAR) and current financials to determine the fiscal health of the organization. How will the proposed amendment impact the school's finances? What are the anticipated expenses, and how will the school finance its growth plan?

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

**This amendment will have a neutral or positive impact on the school's finances. There are no additional expenses anticipated as a result of this increase, since the objective is to maintain a net enrollment of 40 students who are funded through the DC funding formula.**

**However, if we are not granted this increase then there will be a material budgetary impact for each student who requires a therapeutic placement. Those students who require placement will have been receiving the highest level of services at Monument Academy, and thus be receiving a higher level of funding. This funding covers either fixed costs (e.g., our student homes that house 10 students each) and semi-fixed costs such as a dedicated teacher for a small, self-contained classroom, or a houseparent couple for each student home. We cannot eliminate those positions when just one or two students leave.**

5. Will the proposed enrollment ceiling increase cause the school to exceed the maximum occupancy load detailed in the school's certificate of occupancy? If so, when and how will the school address this?

**This enrollment ceiling will not cause the school to exceed the maximum occupancy load detailed in the school's certificate of occupancy. The impact is to cause net enrollment to be the same as in our original charter application, prior to the request for the enrollment ceiling increase.**

1. Please include a completed enrollment matrix\* with your charter amendment application. Click [here](#) for enrollment matrix template.

*\*If requesting an amendment for more than one campus, please complete a separate enrollment matrix for each campus.*

*\*\*If school is not currently at Maximum Enrollment, please add columns to include all projected school years until maximum enrollment is expected to be reached.*

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## Enrollment Matrix – All Campuses

	Academic Year 2015-16	Academic Year 2016-17	Academic Year 2017-18	Academic Year 2018-19	Academic Year 2019-20	<i>Continue until year of max enrollment</i>
<b>Grade Levels</b>	Current	Projected	Projected	Projected	Projected	Projected
<b>PK-3</b>						
<b>PK-4</b>						
<b>Kindergarten</b>						
<b>Grade 1</b>						
<b>Grade 2</b>						
<b>Grade 3</b>						
<b>Grade 4</b>						
<b>Grade 5</b>	40	43	43	43		
<b>Total</b>						
<b>Grade 6</b>		43	43	43		
<b>Grade 7</b>			43	43		
<b>Grade 8</b>				43		
<b>Total</b>						
<b>Grade 9</b>						
<b>Grade 10</b>						
<b>Grade 11</b>						
<b>Grade 12</b>						
<b>Total</b>						
LEA Total	40	86	129	172		
Projected % - SPED	55%	55%	55%	55%		
Projected % - ELL	0	0	5%	5%		
# Campuses*	1	1	1	1		