

## 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). **Leasing space in an adjacent building for physical education and recreation. There will be no relocation of grades.**
- ☐ 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 Children's Guild DC Public Charter 2146 24<sup>th</sup> Place NE**

**2130 24th PI NE, Washington, DC 20018**

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. **2800 square feet to be used by all grade levels, K-8 for physical education. The property will be leased at a rate of \$1600/month. The school plans to use the space daily. The building is adjacent and attached to the current building. Students can walk to the facility.**

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

- a. How will the change in location impact students who currently attend this campus, and how will you ensure that students will re-enroll? **The campus remains the same.**
- b. Given that students are expected to move; how will you support families that need transportation? **There is no change in the current campus.**

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 site is in an industrial area adjacent to the current building.**
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 presented to the board and parent advisory on December 10, 2018 and the decision to move forward was approved because the Echostage contract fell through. The board and parent representatives were agreeable that the church location was superior to the Echostage location.**
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 have met with all of the surrounding businesses as there are no residents on our street or the impacted area. We have attempted to go the ANC meeting in May, but it was cancelled. We presented at the September meeting.**
8. Will there be newly-created slots for additional students? If so, discuss student recruitment efforts in the new school community. **No additional students.**
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. **100 students**
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 lease of the space will not exceed \$19,200. The cost is \$1600 per month with an anticipated schedule of 5 days per week.**
  - b. What is the school's per-pupil cost, and how does this compare with its per-pupil allowance? **The per-pupil cost is \$55 and well within the per-pupil for facilities.**
  - 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? **The total rent for the existing building is \$1,333,000 annually. At a projected enrollment of 450 students, the per-pupil cost**



**Charter Amendment Application**  
**\*\*Please be sure to complete Part I**

is \$2962. The lease for the space adjacent to the existing building adds another \$55 to the, which is within the facility per-pupil allotment.

- d. What additional sources of funding do you plan to use to pay for this new facility. Our existing funding is sufficient to cover the cost.
- e. If applicable, what contingencies do you have in place in case the new location enrolls fewer students than anticipated? The added cost can be supported with 350 students.