



CAPITALCITY
PUBLIC CHARTER SCHOOL

May 3, 2019

Ms. Laterica Quinn
Senior Manager, School Quality and Accountability
DC Public Charter School Board
3333 14th Street NW, Suite 210
Washington, DC 20010

Dear Ms. Quinn,

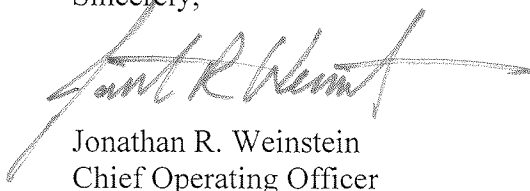
As Capital City has launched our enrollment season, there are two situations which necessitate we request a de minimis enrollment increase in our charter. First, we have successfully retained an increasing number of our students through their senior year of high school, so will have our largest graduating class next year! As our retention rates increase, ideally, our overall high school enrollment will as well. Second, the number of students across our LEA who will likely need to be categorized as non-public placement (NPP) could increase next year, from the five students we started this year with to as many as eight students next year (based on the increase this year, before we know anything about our newly enrolled students).

This year, we had 992 students in the building and five NPP students as of count day. Our charter enrollment cap is 1,000 students, so this total of 997 students has us very close to that cap. If we receive additional students who are designated NPP, and continue to successfully retain our rising high school seniors, we run the risk of exceeding our enrollment count if we fill all the seats in our building that we opened for the My School DC lottery.

This letter signifies our intent to submit a de minimis enrollment increase request for the 2019-20 school year and beyond. Per guidelines, we are requesting an enrollment ceiling increase of 20 students (2%), to 1,020. This will allow us to budget and enroll correctly for the number of students we would like to offer seats to in the building, in addition to any NPP students who enroll, without needing to have any further requests for increased enrollment caps in the future.

Per your direction, we will submit the formal application on Monday, May 6.

Sincerely,



Jonathan R. Weinstein
Chief Operating Officer