

Section A1. 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.

Note: Schools that do not meet all criteria outlined in DC PCSB's Enrollment Ceiling Increase Policy may be asked to provide additional information, such as the following:

- *Assessment data other than PARCC (e.g. WIDA, NWEA MAP, IEP goal mastery, etc.)*
- *School's response to resolving the issue(s), including steps already taken to improve the issue*
- *Any other information that provides context regarding missed criteria*

1. Why is the school seeking this enrollment ceiling increase? How does the school know there is demand for this expansion? How does the scope, pace, and need for the enrollment ceiling increase align with current demographic and growth projections in the city (such as the projections found in this [study](#)).

This is a de minimis increase request based primarily on the recent and potential future increase in the number of non-public placement (NPP) students enrolled through Capital City PCS. These increases could cause Capital City to hit our current enrollment limit, requiring Capital City to reduce our in-seat enrollment in the absence of an increase. We have always had a waiting list, including for our 9th grade, which is relevant as our HS graduation class size is increasing. Capital City is confident that we will continue to meet our recent enrollment targets and that we will continue to increase the number of graduating high school seniors. It is also likely that our ability to connect student with the services they need, whether in our building or through NPP, will continue to attract families to Capital City, thereby continuing to put pressure on our current enrollment cap. We are already in a situation, for the current SY19-20, where we may need to reduce in-seat class sizes to stay within our 1,000 student cap, due to the number of returning NPP students.

2. DC PCSB will review the school's enrollment trends over the past 3 years. What patterns are we likely to find? Is there any context you can provide to explain your current enrollment patterns?
 - a. Describe the impact your school's enrollment ceiling(s), certificate of occupancy, and waitlist/vacant seats have had on your recruitment and program growth.
 - b. Describe ways that your school ensures you recruit, enroll, and re-enroll students with disabilities and English language learners, along with your target population. What methods do you employ to ensure your curriculum is accessible to all students regardless of race, ethnicity and gender as shown through re-enrollment rates?

Since moving into our 100 Peabody Street location, Capital City has always reached our full enrollment, with a waitlist. Our certificate of occupancy was recently expanded to accommodate our new theater, and is more than

sufficient to accommodate a 20-student increase in enrollment, particularly as most of those 20 students (if necessary) would be receiving education services outside the building as non-public placement students. Capital City participates in the My School DC lottery. We offer a full inclusion instructional model and provide intensive professional development support on equity issues for all staff. Capital City has been recognized by the Aspen Institute for our social and emotional learning curriculum and culture.

3. 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?

No.

4. 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.*