

BDISTRICT OF COLUMBIA PUBLIC CHARTER SCHOOL BOARD

Staff Proposal	School Request
<input type="checkbox"/> Charter Application Approval (Full)	<input checked="" type="checkbox"/> Enrollment Ceiling Increase
<input type="checkbox"/> Charter Application Approval (Conditional)	<input type="checkbox"/> Change in LEA Status
<input type="checkbox"/> Charter Application Denial	<input type="checkbox"/> Lift Board Action
<input type="checkbox"/> Charter Continuance	<input type="checkbox"/> Approve Accountability Plan
<input type="checkbox"/> Proposed Revocation	<input type="checkbox"/> Operate in a New Location
<input type="checkbox"/> Revocation	<input type="checkbox"/> Charter Amendment
<input type="checkbox"/> Lift Board Action	<input type="checkbox"/> Approve E-Rate Plan
<input type="checkbox"/> Board Action, Charter Warning	
<input type="checkbox"/> Board Action, Notice of Concern	
<input type="checkbox"/> Board Action, Notice of Deficiency	
<input type="checkbox"/> Board Action, Notice of Probation	
<input type="checkbox"/> Proposed Revisions to PCSB Existing Policy	
<input type="checkbox"/> New PCSB Policy—Open for Public Comment	
<input type="checkbox"/> New PCSB Policy—Vote	
<input type="checkbox"/> Other-- Open for Public Hearing	

PREPARED BY: Richard Fowler

SUBJECT: Enrollment Ceiling Increase Request – BASIS Public Charter School

DATE: April 15, 2013

PROPOSAL/REQUEST

Staff recommends that PCSB Board not approve the request from Basis Public Charter School (Basis PCS) to increase the 2013-14 enrollment ceiling from 511 to 546.

Basis PCS opened in SY2012-2013 with 443 students in grades 5-8. Its enrollment ceiling in that year was 468. According to its charter agreement, the school’s ceiling automatically increases to 511 to accomdate its growth plan of adding a 9th grade.,

As the school has been open for less than a year, there is no performance data on the school. There is, however, some troubling early data that leads staff to recommend not increasing the school’s enrollment ceiling at this time. This includes high levels of mid-year withdrawals and low levels of special education students. The school has also been non-compliant in responding to certain PCSB data requests, including a City Council request for salary information.

PCSB staff recommends that Basis PCS continue on its planned growth trajectory for at least two more years and sustain high enrollment and re-enrollment rates along with strong academic and non-academic outcomes.

Date: _____
PCSB Action: _____ Approved _____ Approved with Changes _____ Rejected
Changes to the Original Proposal/Request:

DISTRICT OF COLUMBIA PUBLIC CHARTER SCHOOL BOARD (PCSB)

SUBMITTED BY: Chris Irvine – BASIS DC

SUBJECT: Request for an Enrollment Increase

DATE: April 5, 2013

PCSB ENROLLMENT CEILING INCREASE POLICY SUMMARY

A school must meet the following minimum criteria in order to be considered for an enrollment ceiling increase request:

1. Access to a facility to accommodate the projected enrollment (as demonstrated through a lease)
2. A history of meeting enrollment projections (within at 80% of enrollment projections for the two most recent years);
3. Currently not under corrective action;
4. At least a satisfactory rating on 3 of the 5 Fiscal Management criteria outlined in the PCSB's Fiscal Policy Handbook; and,
5. beyond Year Six of operation, the school is properly accredited (or at least a candidate for accreditation)

PCSB staff will generally recommend an enrollment increase in the following cases:

1. For standard schools, a score of 65 or greater on the most recent PMF or for schools with non-tested grades, meeting over 2/3 of the school's accountability plan targets on the most recent accountability plan;
2. Re-enrollment rate of at least 80%;
3. Evidence of a wait list of at least the number of students planned in the enrollment increase;

PCSB staff will generally not recommend an enrollment increase in the following cases:

1. For standard schools, a score of less than 50 on the most recent PMF; For schools with non-tested grades, meeting fewer than 1/2 of the school's accountability plan
2. Re-enrollment rates of lower than 65%;
3. No evidence of a wait list.

REQUEST

BASIS DC Public Charter School submits to PCSB this request to increase its current enrollment ceiling of 511 to 546 for the 2013-2014 school year.

BACKGROUND

- 1. Please state the following; mission, number of years in operation, grade levels served, accreditation status, grade levels accredited, and the date of expiration.**

Mission: BASIS DC provides an academically excellent and rigorous liberal arts college preparatory education available to all middle school students to the District of Columbia.

Number of years in operation: 1

Grade levels served: 5-8 in SY13; 5-9 in SY14

Accreditation status:

Accredited Candidate for Accreditation Not Accredited

Name of Accrediting Body: AdvancED NCA CASI

Accredited grade levels: 5-12

Date of Expiration: 06/30/2017

- 2. Describe the school's academic performance history; including PMF scores and/or accountability plan results and DC CAS scores for the past three years.**

	FY10	FY11	FY12
PMF Score	N/A	N/A	N/A
PMF Tier	N/A	N/A	N/A
# of Accountability Targets Met	N/A	N/A	N/A
Total # of Accountability Targets	N/A	N/A	N/A
DC CAS – Reading scores	N/A	N/A	N/A
DC CAS – Math scores	N/A	N/A	N/A

- 3. List all notices of concerns, charter warnings or corrective action issued to the school by PCSB in the past five years. Explain the results of each event.**

There have been no notices of concerns, charter warnings or corrective action issued by PCSB.

4. What are the current/ projected enrollment levels and the current/ projected enrollment ceiling levels for FY13 and FY14 respectively?

	Current enrollment levels	Current enrollment ceiling	Projected enrollment levels	Requested enrollment ceiling
FY13	417	468	N/A	N/A
FY14	N/A	511	546	546

5. Explain the enrollment history of the school for five years including the re-enrollment percentage rates and the number of students on the waiting list each year.

	FY09	FY10	FY11	FY12	FY13
Projected enrollment levels	N/A	N/A	N/A	N/A	468
Audited enrollment levels	N/A	N/A	N/A	N/A	443
Unaudited enrollment level (FY2014 only)	N/A	N/A	N/A	N/A	445
Re-enrollment percentage rate	N/A	N/A	N/A	N/A	Unknown at this time. Re-enrollment forms to be sent out on 2/8/13
# of students on the waiting list	N/A	N/A	N/A	Interest list going into FY13 was 250	0 for current school year, currently 302 on interest list for FY14

6. What is the maximum occupancy load for the current site?

Maximum Building Occupancy: 1,050

Does the total number of staff and students that will occupy the facility after the enrollment increase exceed the maximum occupancy load for staff and students per the school's certificate of occupancy?

YES NO

If yes, explain the steps taken and the timeline in place to address this issue.

- 7. How have constituents been informed of the proposed change (e.g. parents, staff, and advisory neighborhood commissioners). Describe any concerns that were raised by constituents.**

Our constituents have been informed about our enrollment targets for FY2014 at a number of public events including community meetings (12/3), parent information nights (1/6, 1/30), and open houses (12/12, 2/5). The targets have also been discussed at numerous weekly staff meetings, occurring Mondays after dismissal. In addition, we met with our ANC commissioner (Kevin Wilsey, ANC #2C) in which we discussed how to best serve the needs of our community by providing a quality education while keeping the needs of the local businesses in mind (12/4). As a result the commissioner brought this issue forward to the sub-committee of the ANC for further discussion (12/6). The ANC sub-committee has continued to express their support for the school. As a demonstration of this the ANC agreed to write a letter to DDOT and the City Council in support of the school and to encourage the city to dedicate more curb-side space for loading during the times immediately before and after school.

Our facility capacity allows for growth up to 1,050 student. Though our approved charter identifies a growth plan, based upon our current interest we will be able to exceed this anticipate growth target and would thus like to raise the cap for FY14 to 546 students.

- 8. Has the advisory neighborhood commissioner(s) for the new location been notified about the request for increased enrollment? If so, what method of notification was used? Describe any concerns that were raised.**

Our request for an increase in enrollment will not require growth to an additional facility. We have shared our request for an increase in enrollment with our ANC via e-mail and no concerns have been raised.

- 9. How will this enrollment increase impact the school's budget both in terms of added staff, materials, etc.?**

The increase in funding received through the increase in formula funding will allow us to achieve appropriate staffing models and align necessary materials to facilitate the delivery of our program of instruction.

10. Please complete the following table:

Grade	<i>Example: Academic Year 2012-2013</i>	Academic Year 2012-2013	Academic Year 2013-2014
PreK-3	<i>10</i>		
PreK-4	<i>10</i>		
Kindergarten	<i>10</i>		
Grade 1	<i>10</i>		
Grade 2	<i>10</i>		
Grade 3	<i>10</i>		
Grade 4	<i>10</i>		
Grade 5	<i>10</i>	149	182
Grade 6	<i>10</i>	144	156
Grade 7	<i>10</i>	79	130
Grade 8	<i>10</i>	45	52
Grade 9	<i>10</i>		26
Grade 10	<i>10</i>		
Grade 11	<i>10</i>		
Grade 12	<i>10</i>		
Alternative	<i>10</i>		
Special Ed Schools	<i>10</i>		
Adult	<i>10</i>		
Total	<i>180</i>	417	546
Projected % - Special Needs	<i>10% - 18</i>	5% - 22	5% - 27
Projected % - ELL	<i>10% - 18</i>	1% - 5	1% - 6

# Campuses	2	1	1
------------	---	---	---