

## DC Public Charter School Board

### Hearing and Meeting Minutes: February 19, 2014 7:30 PM

Meeting Location:  
DC Public Charter School Board  
3333 14th Street, NW, Suite 210  
Washington, DC 20010

#### Public Hearing

**Board Members in attendance:** Darren Woodruff (Vice Chair); Sarah Mead; Barbara Nophlin; Scott Pearson (Ex-Officio); Don Soifer; Herb Tillery.

**Absent:** John “Skip” McKoy (Chair); Emily Bloomfield.

Mr. McKoy called the public hearing to order at 7:38 PM.

#### I. **Public Comment on the Adult Education 2013-2014 Performance Management Framework (“PMF”) Technical Guide**

A. **PCSB Representative:** Ms. Rashida Tyler, Manager, School Quality and Accountability

##### B. **Discussion**

- Ms. Tyler summarized the contents of the Adult Education 2013-14 PMF Technical Guide.
- Mr. Woodruff stated that the Adult Technical Guide furthered PCSB’s goal of developing quality rubrics to assess charter schools.
- No members of the public addressed the Board.

#### II. **Public Discourse on Arts and Technology PCS and KIPP DC PCS Asset Acquisition**

##### A. **Representatives**

1. **PCSB:** Ms. Naomi DeVeaux, Deputy Director
2. **Schools:** Ms. Allison Fansler, KIPP DC Public Charter School (“KIPP DC PCS”) President and Chief Operating Officer; Ms. Irene Holtzman, KIPP DC PCS Policy Director and Senior Advisor; Ms. Kim Smith, Arts and Technology Academy Public Charter School (“ATA PCS”) Board Chair

##### B. **Discussion**

- Ms. DeVeaux asked the school representatives to describe the asset acquisition. Ms. Smith stated although ATA PCS’ board was disappointed with the PCSB Board’s vote to revoke the school’s charter, the school’s board acted immediately to find a new charter operator to take over the school. She noted that the school’s

board met with parents to define conditions for the takeover, and then identified three potential charter operators. She stated that the ATA PCS Board entered into a memorandum of understanding (“MOU”) with KIPP DC PCS.

- Ms. Smith said that the ATA PCS Board selected KIPP DC PCS to take over the school because of KIPP DC PCS’ (1) Tier 1 reading and math program; (2) experience with early childhood education; (3) commitment to arts education; and (4) plans to expand to include a middle school campus and gymnasium on the current ATA PCS facility site. Based on these factors, she stated that the ATA PCS Board felt that KIPP DC PCS could best serve ATA PCS students and families.
- Ms. Smith reported that the MOU (1) allows current ATA PCS students an enrollment opportunity; (2) implements a Tier 1 academic program and an integrated arts program; (3) provides a comparative level of social and support services for students and their families; (4) offers students middle and high school options; and (5) permits ATA PCS teachers and staff to interview for positions with KIPP DC PCS. She noted that the takeover by KIPP DC PCS reflects PCSB’s desire that a high quality operator acquire ATA PCS, and is consistent with the School Reform Act. She asked Board to approve the proposed asset acquisition based on the terms controlled in the MOU.
- Ms. Fansler stated that KIPP DC PCS spent time with the ATA PCS Board to build on the school’s legacy, and KIPP DC PCS look forward to continuing this working relationship.
- Dr. Woodruff noted that the Board would be voting on the asset acquisition later that same night so that student applicants would have a sufficient amount of time to enter the charter lottery.
- Mr. Soifer asked whether the lender, M&T Bank, has been cooperative in the asset acquisition. Ms. Fansler said that the bank has been cooperative and supportive. Mr. Soifer expressed gratitude to M&T Bank for prioritizing the needs of children and families of the city.
- Ms. Mead noted the transition between charter operators is complicated for students as well as adults, and asked what will be needed before the start of next school year to ensure a seamless transition. Ms. Fansler replied that KIPP DC PCS will hold a parent information night at the ATA PCS campus where staff from both schools will be available to answer parent questions. She stated that KIPP DC PCS is committed to enrolling as many ATA families who want to remain at the school. She stated that after the parent information night, KIPP DC PCS will have family liaisons on-site through March 3, which is the *My School DC* application deadline. Representatives from KIPP DC PCS will join a staff meeting at ATA PCS to explain the transition to staff. KIPP DC PCS has held open houses at their campuses, and will be busing ATA PCS staff to KIPP DC

PCS campuses to learn more about the programming. KIPP DC PCS is committed to interview all ATA PCS staff that is interested in continuing to work at the school after the takeover. She emphasized that the first priority is the students and families at the school, and business issues are second priority.

- Ms. Mead asked whether KIPP DC has a process in place to understand the needs of ATA PCS students who will remain at the school before the start of the 2014-15 school year. Ms. Holtzman replied that KIPP DC PCS has already sent staff to the school and are assessing student needs. She stated that home visits as well as orientation visits to the school are already part of KIPP DC PCS program. She noted that KIPP DC would send staff the next day, on Thursday, February 20, to assess the needs of students with special needs. She stated that KIPP DC PCS runs a summer program, which will start at ATA PCS in August, to ensure that students and families are transitioning successfully.
- Ms. Nophlin asked how KIPP DC PCS would continue ATA PCS' emphasis on arts programming. Ms. Fansler replied that KIPP DC PCS already has a robust arts program that is often overshadowed by its academic program, with a staff director overseeing fine arts programming. She stated, for example, that all KIPP DC middle school students must learn to play a stringed instrument because KIPP DC PCS believes this is important in building a well-rounded student that will be a competitive college applicant. She noted that because KIPP DC PCS has an extended day and extended year, it has more time to build in arts programming into the school day. She stated that there is a variety of programming offered among the KIPP DC PCS campuses, and that ATA PCS has implemented some arts programming that other KIPP DC PCS campuses have not yet implemented. Ms. Smith stated that arts programming is critical to reenrollment from the perspective of the ATA PCS parents.
- Ms. Smith submitted a statement on behalf of the ATA PCS Board for the record.
- Dr. Woodruff thanked the board and staff of ATA PCS their cooperation and professionalism in this transition to ensure students receive the best possible service.

The public hearing was adjourned at 7:55 PM.

### **Public Meeting**

**Board Members in attendance:** Darren Woodruff (Vice Chair); Emily Bloomfield; Sarah Mead; Barbara Nophlin; Scott Pearson (Ex-Officio); Don Soifer; Herb Tillery. Emily Bloomfield arrived at the meeting at 8:41 PM. Ms. Bloomfield voted by proxy as indicated below.

**Absent:** Skip McCoy (Chair).

Mr. McKoy called the public meeting to order at 7:55 PM.

- I. **Public Comments by Elected Officials.** No elected officials addressed the Board.
- II. **Approval of the Agenda.** Mr. Tillery moved to approve the agenda, and Ms. Mead seconded. The Board approved the motion 5-0.
- III. **Approval of the January 8, 2014; January 22, 2014; and January 30, 2014 Board Minutes.** Mr. Soifer moved to approve the minutes, and Ms. Mead seconded. The Board approved the motion 5-0.
- IV. **Administrative Contracts over \$25,000.** Dr. Woodruff stated that the contracts would be read into the minutes unless an objection was raised. No objection was raised.
- V. **Approval of Technology Plans**
  - A. **PCSB Representative:** Ms. Naomi DeVeaux, Deputy Director
  - B. **Discussion**
    - Ms. DeVeaux stated that PCSB is a “Technology Plan Approver” for the E-Rate program so that it reviews and approves school technology plans for schools applying for E-Rate plans. She noted that five schools submitted technology plans.
- VI. **Board Vote: Arts and Technology PCS and KIPP DC PCS Asset Acquisition**
  - A. **Representatives**
    1. **PCSB:** Ms. Naomi DeVeaux, Deputy Director
    2. **Schools:** Ms. Allison Fansler, KIPP DC PCS President and Chief Operating Officer
  - B. **Discussion**
    - Ms. DeVeaux summarized the proposed asset acquisition. She noted that, consistent with the asset acquisition, all students currently enrolled at ATA PCS will be eligible to enroll at the new KIPP DC PCS campus in the facility without going through the lottery. She stated that KIPP DC PCS would operate several campuses in the school facility that serve students in pre-kindergarten-three through eighth grade, but KIPP DC PCS Arts and Technology campus will initially serve students in pre-kindergarten-three through fifth grade, the same grade span current served by ATA PCS. She stated that the PCSB Board is also voting on an enrollment ceiling increase that will allow KIPP DC PCS to expand to 4,615 students within five years, from its current ceiling of 3,700 students.
    - Dr. Woodruff asked whether the KIPP DC PCS Arts and Technology campus will grow by adding a grade each year. Ms. DeVeaux replied that the school will grow

grade-by-grade following the KIPP model. Ms. Fansler added that students at this campus would be included in the same enrollment umbrella as other KIPP DC PCS middle school campuses for the KIPP DC PCS high school program.

- Dr. Woodruff asked if the Arts and Technology campus would be subject to the same requirements under the PMF as other KIPP DC PCS campuses. Ms. DeVeaux replied that every school in its first year of operation is not tiered on the PMF, and noted that KIPP DC PCS would operate three campuses—early childhood, elementary, and high school campuses—in the facility. Ms. Fansler added that KIPP DC operates an early childhood campus for grades pre-kindergarten-three through kindergarten; an elementary campus for grades one through four; and a middle school campus for grades five through eight within the same facility. For the first year of operation, grade five will be included in the elementary campus.
  - Mr. Soifer asked about how reenrollment will be calculated for the PMF. Ms. DeVeaux replied there is no precedent for this situation, and that reenrollment rate calculations still needed to be worked out. Mr. Soifer noted that the reenrollment rate calculation needed to be resolved. Ms. DeVeaux responded that PCSB would likely to calculate enrollment based on enrollment of current ATA PCS students.
  - Ms. Mead stated that her understanding was that ATA PCS students would not be required to participate in the *My School DC* lottery process, but asked if new students entering pre-kindergarten-three would need to apply through the lottery process. Ms. Fansler replied that current ATA PCS students would not need to go through the lottery process, but applicants to the pre-kindergarten-three program, because they are not current ATA PCS students, would need to participate in the lottery.
  - Ms. Mead asked whether vacancies filled would be filled through the lottery. Ms. Fansler stated that KIPP DC PCS intends to only serve current ATA PCS students in the new campus' first year of operation, and would open up enrollment to other students the next year.
- C. **Vote:** Ms. Mead moved to approve KIPP DC PCS' proposed enrollment ceiling increase and support the LEA in entering into an asset acquisition agreement with ATA PCS, and Ms. Nophlin seconded. The Board approved the motion 6-0, with Ms. Bloomfield voting by proxy.
- Ms. DeVeaux noted that in approving the motion, the Board approved the enrollment ceiling increase as well as the proposed replication.
  - Ms Fansler thanks the ATA PCS Board as well as the Head of School, Ms. Allison Artis, in working through the transition process.

VII. **Discussion Item: Democracy Prep and Imagine SE Public Charter School (“Imagine Southeast PCS”) Asset Agreement**

A. **Representatives**

1. PCSB: Ms. Monique Miller, Manager of New School Development
2. School: Mr. Ben Feit, Deputy Chief of Staff, Democracy Prep Public Schools (“Democracy Prep”)

B. **Discussion**

- Ms. Miller stated that the board of Imagine Southeast PCS selected Democracy Prep to acquire its assets. She stated because Imagine Southeast PCS did not meet the PMF benchmark specified in the turnaround plan negotiated with PCSB, the school was required to select a high-performing operator to take over the school.
- Ms. Miller noted that PCSB must approve the asset transfer no later than July 1, 2014; if a transfer is not approved by that date, the school will close at the end of the 2013-14 school year.
- Ms. Mead asked Mr. Feit what Democracy Prep needs for the asset acquisition to occur. Mr. Feit replied that Democracy Prep already initiated the process, and hosted open houses for parents of returning students. He stated that the school is conducting outreach to each student enrolled to encourage reenrollment as well as to staff members who want to apply to continue to work at the school. He noted that Democracy Prep has worked with school administrators to ensure a smooth transition.
- Mr. Soifer asked about the timeframe for the agreement. Mr. Feit replied that Democracy Prep and Imagine Southeast PCS exchanged drafts of terms sheet, and he anticipates no difficulty in meeting the June 30, 2014 deadline. He added that Democracy Prep hopes to have a near-final draft by the PCSB Board meeting scheduled for March 17, 2014. Ms. Miller added that Democracy Prep is working through the conditions for full approval, including submitting information about its curriculum, and appears to be well on its way to meeting the approval deadline.
- Ms. Nophlin asked whether Democracy Prep needs to get financing for the building or has other outstanding facilities needs. Mr. Feit replied that facilities were included in the request for proposals, and that the lease agreement is part of the asset transfer so that Democracy Prep is able to use the facility on materially similar terms to Imagine Southeast.
- Mr. Pearson asked about the grade span that Democracy Prep intends to serve. Mr. Feit noted that Imagine Southeast currently serves students in pre-kindergarten through sixth grade, and Democracy Prep will keep this grade configuration next year. He stated that Democracy Prep is working with Ms. Miller about this issue because Democracy Prep was originally approved for a charter to serve students through grade five.

- Ms. Mead asked if Democracy Prep serves students in sixth grade in its other schools. Mr. Feit replied that the Democracy Prep serves students in kindergarten through twelfth grade. He noted that because Democracy Prep does not currently serve prekindergarten students, it is partnering with AppleTree Early Learning PCS to manage its prekindergarten program.
- Mr. Pearson asked whether Democracy Prep intends to extend the grades served to include grades seven and eight. Mr. Feit replied that Democracy Prep would like to serve students in those grades, but is focused on the current grade band served and working through its projected enrollment for the next five years.
- Mr. Pearson noted that the current Imagine Southeast PCS building approved for an additional facility on the lot, and asked if Democracy Prep has plans to expand the school’s facilities. Mr. Feit replied that Democracy Prep had not yet considered expansion through new building construction.
- Dr. Woodruff thanked Imagine Southeast PCS and Democracy Prep for managing a difficult transition.

VIII. **Discussion Item: Amendment to Existing FERPA Policy—Clarifying PCSB’s Practices on Anonymized Aggregate Data**

A. PCSB Representative: Ms. Mikayla Lytton, Manager of Strategy and Analysis

B. Discussion

- Ms. Lytton stated that PCSB has discussed the importance of the availability of data to understand schools’ academic and nonacademic performance, and that the proposed amended policy will establish consistent rules in publishing data.

IX. **Notification of Charter Amendment: Community Academy Public Charter School (“CAPCS”)—Grade Configuration Change**

A. Representatives:

1. PCSB: Ms. Monique Miller, Manager of New School Development
2. CAPCS: Ms. Brenda Bethea, Head of Schools, CAPCS; Ms. Tanya Morgan, Academy Lead, CAPCS Amos 2 Campus

B. Discussion

- Ms. Miller summarized the proposed amendment charter amendment, which will allow CAPCS’ Amos 2 campus to serve first grade students beginning in the 2014-15 school year and second grade students beginning in the 2015-16 school year.
- Dr. Woodruff asked why the school is offering 60 first grade seats if 95 kindergarten students are currently enrolled. Ms. Bethea replied that the school would likely need to change its enrollment projection. Dr. Woodruff asked if a lower number of first grade seats was due to facility constraints. Ms. Bethea replied that the original decision to offer sixty seats was based on feasibility, but

the school will need to revise this number because nearly all parents of kindergarten students expressed an interest in reenrolling their child at CAPCS.

- Dr. Woodruff asked the school representatives to describe the Reggio Emilia curriculum offered by the school. Ms. Morgan replied that the curriculum, first developed in Italy, posits students come to school already competent, and that the teacher’s role is to extract knowledge from students. She added that the curriculum emphasizes project-based work and critical thinking.
- Mr. Soifer asked if the students are exposed to art. Ms. Morgan replied affirmatively, stating that the school uses the “100 Languages of Children” approach, and provides students with a variety of materials to express themselves.
- Dr. Woodruff asked whether the school’s curriculum aligns with the Common Core. Ms. Morgan replied that the Common Core encourages deeper and more critical thinking, and this is already encouraged by the school’s curriculum. She stated that the school is tightening its alignment with the Common Core to make sure it is hitting all standards.
- Mr. Pearson asked if the school was the only school in DC to offer the Reggio Emilia curriculum. Ms. Morgan replied that the school is not the only school, and that she participates in the DC Reggio Alliance, which has met at least ten different schools the implement the Reggio Emilia curriculum.
- Mr. Soifer asked if the school has applied for an E-Rate plan. Ms. Bethea replied that that the school has applied, but has not yet received a response.
- Dr. Woodruff stated that he looks forward to see how the school’s expansion moves forward.

## X. Charter Amendment Votes

### I. Briya Public Charter School (“Briya PCS”) and DC Preparatory Academy Public Charter School (“DC Prep PCS”)—Enrollment Ceiling Increases

#### 1. Representatives

- a. PCSB: Ms. Monique Miller, Director of New School Development
- b. Schools: Ms. Cara Sklar, Policy Analyst, Briya; Mr. Ryan Aurori, Director of Finance and Real Estate, DC Prep PCS

#### 2. Discussion

- Ms. Miller summarized the contents of the proposed amendment to Briya PCS’ charter agreement to increase its enrollment ceiling.
- Dr. Woodruff noted that Briya PCS met its accountability plan goals.
- Ms. Miller summarized the contents of the proposed amendment to DC Prep PCS’ charter agreement to increase its enrollment ceiling.
- Mr. Aurori stated that DC Prep PCS anticipates starting construction on an addition to its Benning campus to allow the middle school to grow.

- Ms. Sklar stated that Briya PCS looks forward to meeting the increased demand its programs.
3. Vote: Mr. Soifer moved to approve the proposed enrollment ceilings, and Mr. Tillery seconded. The Board approved the motion 6-0.

## **II. Tree of Life Public Charter School (“Tree of Life PCS”)—Adopt PMF as Goals**

1. Representatives
  - a. PCSB: Ms. Monique Miller, Director of New School Development
  - b. School: Dr. Carl Hampton, Board Chair; Ms. Patricia Williams, Executive Director
2. Discussion
  - Ms. Miller stated summarized the contents of the proposed amendment to Tree of Life PCS’ charter to adopt the Early Childhood and Elementary/Middle School PMF.
  - Ms. Mead restated that given the school past history of performance, it must achieve a PMF score over 40.5% for the current school year.
3. Vote: Mr. Soifer moved to approve the proposed amendment to Tree of Life PCS’ charter agreement, and Ms. Nophlin seconded. The Board approved the motion 6-0.

## **XI. Renewal Vote: Perry Street Prep PCS**

### **A. Representatives**

1. PCSB Representative: Ms. Sarah Medway, Charter Agreement Specialist
2. School Representatives: Ms. Cynthia Brown, Board President; Mr. Shadwick Jenkins, Head of School

### **B. Discussion**

- Ms. Medway reviewed the standard for charter renewal and the contents of PCSB staff’s renewal report of the school. She stated that PCSB staff recommended that the school be renewed for another 15-year period on the conditions that (1) the school close its high school program by the end of the 2014-15 school year, and reduce its enrollment ceiling accordingly; (2) the school engages with a high quality early childhood operator, to be approved by PCSB, beginning in the 2014-15 school year; (3) the renewed charter agreement include specific goals around special education compliance; and (4) the renewed charter agreement include specific goals around timely and accurate submission of data required by PCSB.
- Ms. Brown stated that Perry Street PCS’ Board has been in conversation with PCSB staff and agrees with its recommendations.
- Mr. Jenkins added that the school takes PCSB’s findings seriously, and its new leadership is committed to moving forward, including that no new violations will occur. He stated that the school understands the importance of laying a strong foundation through its early childhood program, and is putting strategies in place to strengthen its early childhood program.

- Dr. Woodruff asked the school representatives how, if the school is renewed, the school will move its performance up to Tier 1. Mr. Jenkins stated that a new lower school principal just completed her first year, and the lower school has continued to show consistent improvement over the past two to three years. He added that the school is looking forward to the opportunity to focus on improving performance of a narrower grade span.
  - Mr. Tillery asked what other high school options are located in the area. Mr. Jenkins replied that there were few comparable high schools in the area. He added that the school has held meetings with high school parents so they were aware the school would be a resource to transition to another school.
  - Ms. Mead asked Ms. Medway what grade spans an early childhood operator would operator cover. Ms. Medway deferred to Ms. DeVeaux, who stated that the early childhood operator would work with the prekindergarten program. Ms. Brown added that the school has already issued a request for proposals (“RFP”) to for this operator and has received numerous responses.
  - Ms. Bloomfield asked whether the school was considering having a high school co-locate in its facility. Ms. Brown stated that the school is exploring this option, and has reached out to several high-performing high schools.
  - Mr. Soifer asked whether the school received an unqualified auditors statement. Ms. Brown stated that the school had received an unqualified auditors statement. Mr. Soifer asked whether the financial reporting issues were mainly based on federal reporting stipulations and not generally accepted practices for nonprofit management. Mr. Jenkins replied that at the time the reporting issues arose, the school was transition between school facilities, and the school was not able to submit time sheets, so had to pay back federal funds. Mr. Jenkins noted that personnel familiar with the submission processes are now in place so this does not occur again.
  - Mr. Soifer asked to clarify that there were no fiscal years that the school received a qualified financial audit. Mr. Jenkins replied that Mr. Soifer was correct—there were no years in which the school received a qualified financial audit.
- C. **Vote:** Ms. Mead moved to renew the school with the four conditions recommended by PCSB staff, and Mr. Tillery seconded. The Board approved the motion 6-0.

## XII. Notices of Concern

### A. Potomac Lighthouse PCS—Discipline Data Submission

1. Representatives
  - a. PCSB: Ms. Rashida Kennedy, Manager, Equity and Fidelity Team
  - b. School Representative: Mr. Steaven Hamlin, Director of School Culture; Mr. Gradis White, Director of Family and Community Partnerships

## 2. Discussion

- Ms. Kennedy summarized the proposed issuance of a Notice of Concern to Potomac Lighthouse PCS for failure to accurately submit discipline data to PCSB.
- Mr. White stated that when the audit of the school's discipline data occurred in December 2013, the school did not have a clear system for data reporting, and since then a system has been put into place for the timely and accurate submission of data.
- Mr. Pearson asked how many suspensions the school issued since the audit. Mr. White stated that the school issued four suspensions since the audit. Mr. Pearson noted that the school issued far fewer suspensions than before the audit. Mr. White replied that the school moved away from a "zero tolerance" discipline plan so that suspensions are now handled through in-school or Saturday suspensions.
- Dr. Woodruff noted federal guidance on discipline policies urges schools to move away from zero tolerance to more proactive interventions and positive behavioral supports, which are particularly important for young men. He observed that the school suspended male students at twice the rate of female students, and the school's rate of suspensions was double the citywide average. He asked the school how it has revamped its discipline plan. Mr. Hamlin stated that under the revamped policy, after a student receives three detentions, the school holds a parent meeting to discuss the cause of the behavior. He added that after this meeting, the school uses a behavioral assessment to create an intervention plan, then meets with the parents again. If a student receives an in-school suspension, they receive academic instruction and are required to reflect on their behavior.
- Dr. Woodruff asked if the school conducted outreach to parents regarding the new policies. Mr. Hamlin replied that the school hosted a "commitment night" to review the policy with parents, and also mailed out the policy in January 2014.
- Mr. Soifer noted the suspension rate varies greatly, and asked how the school supports teachers in managing student behavior. Mr. Hamlin replied that the school employed Directors of Teacher Leadership to coach teachers in behavioral strategies. He noted that one of the Directors of Teacher Leadership resigned in October 2013 so that the administrative team has filled in for this role. He stated that if a student's behavior cannot be identified through the behavioral analysis system, the school's administrators will analyze the situation.
- Ms. Nophlin asked what percentage of suspended students are students with special needs. Mr. White stated that less than 10% of suspended students were

students with special needs. He added that the school conducts home visits for special education students. He noted that the school is not equipped to serve all special education students.

- Mr. Soifer asked Mr. White to explain what he meant in stating that the school was not equipped to serve all special education students. Mr. White replied that the school will bring in the parents of a student with special needs instead addressing the issue with suspension. Mr. Soifer asked if there are any disabilities for which the school has difficulty meeting student needs. Mr. White replied that the school has many students with Attention Deficit Hyperactivity Disorder (“ADHD”). Mr. Pearson asked if ADHD was one of the disabilities to which the school was not equipped to respond. Mr. Hamlin replied that the school was equipped to work with students with ADHD. He added that with the departure of the Director of Teacher Leadership, the school had difficulty in providing its typical level of classroom support to first-year teachers. He stated that he did not have the statistics on hand regarding the percentage of special education students who received suspensions, but that the school has a special education support team.
- Ms. Nophlin asked if the school implemented intervention strategies or professional development regarding special education students. Mr. Hamlin replied that the school was trained in therapeutic aggression control techniques, and provided staff with nonverbal de-escalation training. Ms. Nophlin noted this training was for more severe behavioral issues, and asked about less severe behavior issues. Mr. Hamlin replied that the techniques also support addressing less severe behavior issues.
- Mr. Soifer asked the school representatives to clarify the earlier statement regarding the school’s inability to meet the needs of all specialist education in light of special education laws. Mr. Hamlin replied that first-year teachers did not have the skill set at the time to appropriately respond to behavioral issues, but have now developed the skills set. Mr. Soifer asked if the school would say that there are no categories of scholars that the school is unequipped to handle. Mr. Hamlin replied that Mr. Soifer’s statement was correct, and that the school contacts the Office of the State Superintendent of Education for technical support if it needs additional training in meeting student needs. He stated that the school tries to provide support for special education student in the least restrictive environment before moving them into another environment. He noted that the school did not have any non-placement students this school year.
- Dr. Woodruff stated that he is concerned about students with the highest behavioral needs. He noted that at least half of the suspensions were from

non-violent violations, and he would encourage them to look behavioral response strategies.

- Mr. Soifer asked whether there is a special education audit that the school is open to. Mr. Hamlin replied that a special education teacher at the school attended PCSB's Quality Assurance Review ("QAR") training.
  - Mr. Soifer asked Ms. Kennedy if there is a mechanism to issue a Notice of Concern on the condition that PCSB conduct a special education evaluation of the school. Ms. Kennedy replied that the PCSB has a process in place for Avni Patel, Senior Special Education Specialist, to conduct an audit of a school in addition to the QAR, which is a self-evaluation process. She noted that this is a departure from the data submission issue at hand. Mr. Soifer stated that he would be interested in adding a special education audit to the Notice of Concern.
  - Dr. Woodruff noted that the school is before the Board for non-submission of data, but the larger concern is the number of suspensions issued by the school.
  - Ms. Nophlin added that professional development training should be put in place for first-year teachers. Mr. Hamlin replied that this type of training occurred in the past, and that the school will revisit the issue.
3. Vote: Mr. Soifer moved to issued a Notice of Concern as discussed in the board memorandum, with the addition of a special education audit, and Mr. Tillery seconded. The Board approved the motion 6-0.
- Dr. Woodruff encouraged Potomac Lighthouse PCS to reach out to other charter schools to address special education issues. Mr. Hamlin replied that the school has reached out to Center City Public Charter Schools.

### **XIII. Multiple Schools—Compliance Review**

#### **A. Representatives**

1. PCSB: Ms. Rashida Kennedy, Manager, Equity and Fidelity Team
2. School: Mr. Roger Hicks, Board Member, Washington Math Science Technology Public Charter School ("WMST PCS")

#### **B. Discussion**

- Ms. Kennedy summarized the contents of the board memorandum proposing the issuance of a Notice of Concern that the school did not adequately address the issues raised in their 2013-14 compliance reviews. She noted that WMST PCS was the only school to have not adequately addressed these issues. She reported that of the three items noted in the report, the school cured two of the issues, and the third uncured issue was that the school's board was out of compliance.
- Mr. Hicks stated that the WMST Board brought on two parent members—one member was brought on a year ago, and the other four months ago. He noted the

school still had even number of members of its board due to board member resignations.

- Dr. Woodruff asked if the parents remained on the school's board. Mr. Hicks replied that the parent members were still on the WMST PCS Board.
- Ms. Kennedy asked if the parents were officially on the school's board. Mr. Hicks replied that the parents were officially on the WMST PCS Board.
- Mr. Pearson asked why the parents were not included on the board roster. Mr. Hicks replied that he was unsure why the names were not submitted.
- Mr. Pearson noted that the school had multiple opportunities to respond to PCSB's notice of concern. Mr. Hicks stated that he was unsure why the school did not respond.
- Dr. Woodruff asked Ms. Kennedy what steps the school must take to come unto compliance. Mr. Hicks added that the school wrote a letter for nonparent members to use in recruiting new board members. He noted that six DC residents and four non-DC residents serve on the board, so the school is actively looking for a new member who is a DC resident.
- Mr. Tillery asked if the WMST PCS Board held regular meetings. Mr. Hicks replied that it did. Mr. Tillery asked if there are available minutes or records. Mr. Hicks replied that these records are available. Mr. Tillery asked why these records have not been produced. Mr. Hicks said that he was unsure. Mr. Tillery asked who can inform the Board of why the records were not produced, and Mr. Hicks replied that the Board would need to contact someone at the school.
- Dr. Woodruff asked Ms. Kennedy if there was still a noncompliance issue. Ms. Kennedy replied that Dr. Diagne had informed her that one of the parent board members was not confirmed, but this information brought forward by Mr. Hicks changed this understanding. Ms. Kennedy noted that there was still an issue with the board having an even number of member.
- Mr. Pearson asked Mr. Hicks if the WMST Board worked will Charter Board Partners. Mr. Hicks replied that the school's board had discussed its needs with Charter Board Partners, but these discussions dissolved. He added that the board members have focused on recruiting new members out of their own circles.
- Ms. Bloomfield stated that she would move to issue the Notice of Concern because the school had adequate time to produce documentation to address the PCSB Board's concerns.
- Dr. Woodruff stated that if the Board issues the Notice of Concern, the school has 60 days to respond before the Board moves to issue a warning.
- Ms. Mead noted that if the school fixed the issue before the Board's next meeting, the Notice of Concern could be lifted at that time.
- Mr. Soifer asked Ms. Kennedy if there is an issue with the school's submission of board minutes. Ms. Kennedy stated that she was not aware of such an issue.

- Mr. Tillery stated the PCSB Board should look to the school’s board minutes to legitimize the roster.
  - Ms. Bloomfield noted that if the parent issue has already been addressed, the odd number of members requirement is still outstanding.
3. Vote: Ms. Mead moved to issue the Notice of Concern, and Ms. Nophlin seconded. The Board approved the motion 6-0.

**XIV. Policy Vote: Designation for Eligibility for Alternative Accountability System**

A. **PCSB Representative**: Rashida Tyler, Manager, School Quality and Accountability

**B. Discussion**

- Ms. Tyler summarized the contents of the proposed policy to establish the designation for eligibility for the Alternative Accountability System.
- Dr. Woodruff asked Ms. Tyler to review the threshold factors included in the policy, and Ms. Tyler reviewed the factors. Mr. Pearson noted that a student with multiple risk factors counts as one student.
- Ms. Bloomfield noted that the Child and Family Services Agency (“CFSA”) is working to reduce the number of children placed foster care by providing in-home services. She asked whether the designation takes into account these children, who are identified by CFSA but not removed from their homes, as the designation includes foster care as a risk factor. Ms. Tyler stated that she would need to follow up about this issue, but was aware that OSSE had entered into an MOU with CFSA.
- Dr. Woodruff noted that the designation is one way to encourage new charter operators to work with at-risk students.

C. Vote: Mr. Tillery moved to approve the designation for the Alternative Accountability System, and Ms. Nophlin seconded. The Board approved the motion 5-0. Ms. Bloomfield recused herself from the vote.

**XV. Open for Public Comment: Early Childhood 2013-2014 PMF Technical Guide**

A. **PCSB Representative**: Rashida Tyler, Manager, School Quality and Accountability

**B. Discussion**

- Ms. Tyler stated that PCSB staff recommends opening the Early Childhood 2013-14 PMF Technical Guide, and summarized the contents of the guide.
- Mr. Pearson asked what the Board should expect at the 2013-14 from the Technical Guide. Ms. Tyler replied that at the end of 2013-14, the Board will see the percentage of students meeting each indicator, but schools will not be tiered. She added that in 2014-15, the guide will look similar to the Elementary/Middle and High School technical guides in that it will include tiers and scores.
- Ms. Mead moved to open the guide for public comment, and Mr. Tillery seconded. The Board approved the motion 6-0. Mead,

XVI. **Public Comments.** No members of the public addressed the Board.

XVII. **Recognition of Board Service.** Dr. Woodruff noted that the meeting would be the last attended by Ms. Bloomfield as a Board Member, and thanked her for her service.

XVIII. **Adjourn.** The meeting was adjourned at 9:46 PM.